

Sydenham Parish Council

Minutes of Parish Council meeting held on 3rd June at 7pm at Brook Cottage, Brookstones

Present: Michael May (MM) - Chair
 Alison Isherwood (AI) - Vice Chair
 Cheryl Belson (CB)
 Hayley Smith (HS)
 Heather Mullins (HM) – Clerk
 Apologies: David Wilkins (DW)

049	Members' declaration of interests (for items on the agenda)	An interest in planning application P21/S1881/FUL was declared by Hayley Smith, who left the meeting while this was discussed.	
050	Minutes of May meeting	These were approved and signed.	
051	Planning	Sydenham Neighbourhood Plan was approved at the referendum on 6th May 2021 by a majority of 155 votes to 5, with a turnout of almost 60%. The Neighbourhood Plan will now be adopted as an important part of the legal planning process and sits alongside the SODC Local Plan. The Plan should provide significant control over future development proposals for the village which will have to be considered relative to the policies in our plan. Huge thanks to Mark Kermack and his team – Tara Glen, Toby Roe, Mark Oliver and Mike May for all their hard work and perseverance over the last couple of years to bring this to fruition. P21/S1260/FUL Manor Farm, Brookstones, Sydenham OX39 4LZ Variation of wording of condition 5 to remove words 'and approved in writing by' in the sentence 'shall be submitted to and approved in writing by the local planning authority' on planning application P18/S0967/FUL <i>SODC decision – planning permission granted</i> P21/S1433/HH The Old Rickyard, Sydenham Road, Sydenham OX39 4LR Proposed single storey rear extension, additional dormer windows and external alterations <i>SODC decision – planning permission granted</i> P21/S1615/LB 1 Musgrave Cottages, Sydenham Road, Sydenham OX39 4ND Window repair and refurbishment <i>SODC decision – planning permission granted</i>	

Signed Date

		P21/S0083/FUL 18 Holliers Close, Sydenham OX39 4NG Proposed front, side and rear extensions to dwelling and sub-division of extended dwelling into two separate 1-bedroom dwellings. Re-submission of approved scheme (P/17/S4117/FUL) with associated external works. <i>SODC decision – planning permission granted</i> P21/S1881/FUL 1 The Cottage Brookstones Sydenham OX39 4LZ Change of use of land from agriculture to residential garden <i>Parish Council recommendation: response submitted, no objection</i> P21/S2079/LB Kingham House Sydenham Road Sydenham OX39 4NB Replacement on a like for like basis of 2 first floor sash windows <i>Parish Council recommendation: support</i> P21/S2246/HH and P21/S2249/LB Old Thatched Cottage The Green Sydenham OX39 4LX Proposed demolition of existing conservatory and subsequent erection of a single-storey garden room to the rear of the property <i>Parish Council recommendation: response submitted, no objection</i> P21/S2243/N4B Dutch Barn at Manor Farm Brookstones Sydenham OX49 4LZ Application to determine whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of a disused barn last used for the purposes of agricultural into a dwellinghouse (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)). <i>No response required, for information only</i>															
052	Finance	The following items were approved for payment: <table><tr><td>£3.18</td><td>SSE Telephone box supply</td></tr><tr><td>£7.96</td><td>Buzz Networks virtual landline, reimburse clerk</td></tr><tr><td>£418.75</td><td>Clerk’s salary</td></tr><tr><td>£54.27</td><td>DW expenses – fuel for mower and weedkiller</td></tr><tr><td>£81.99</td><td>Clerk’s expenses – laptop repair and printer cartridges</td></tr><tr><td>£360.00</td><td>CPA Horticulture Ltd – play bark</td></tr><tr><td>£15.60</td><td>Pet Waste Solutions – dog bin emptying</td></tr></table>	£3.18	SSE Telephone box supply	£7.96	Buzz Networks virtual landline, reimburse clerk	£418.75	Clerk’s salary	£54.27	DW expenses – fuel for mower and weedkiller	£81.99	Clerk’s expenses – laptop repair and printer cartridges	£360.00	CPA Horticulture Ltd – play bark	£15.60	Pet Waste Solutions – dog bin emptying	
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	NatWest Current a/c: b/f £18,540.39	Payments: <table><tr><td>£418.75</td><td>Clerk’s salary for April</td></tr><tr><td>£12.00</td><td>Scoop Dotty Dog – dog bin emptying in April</td></tr><tr><td>£120.00</td><td>DM Payroll Services – payroll administration</td></tr><tr><td>£228.00</td><td>Auditing Solutions Ltd – internal audit</td></tr><tr><td>£326.92</td><td>BHIB – insurance renewal</td></tr><tr><td>£4,591.70</td><td>Swarco – part payment for VAS sign</td></tr></table>	£418.75	Clerk’s salary for April	£12.00	Scoop Dotty Dog – dog bin emptying in April	£120.00	DM Payroll Services – payroll administration	£228.00	Auditing Solutions Ltd – internal audit	£326.92	BHIB – insurance renewal	£4,591.70	Swarco – part payment for VAS sign	Closing balance at 31/05/21		
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	NatWest Reserve a/c: b/f £16,120.60	£12,000.00 transfer to reserve account £3.18 SSE – electricity supply for defibrillator in the phone box £7.96 Buzz Networks virtual landline, repay clerk Receipt: £0.17 interest £12,000.00 transfer from current account	£1,250.63 £28,120.77
053		The laptop needed repair this month and a replacement may soon be required. Clerk to research costs. The CIL allocation of £20,000 sourced by Councillor Matelot will need to be requested for speed reduction schemes.	HM MM
054	Matters carried forward	Feltham Construction Sydenham Road will be closed 14-18th June for carriageway improvements. Feltham to be contacted regarding any resulting scalplings that could be used for bridleway surfacing and possible spare tarmac.	MM
055		Playing field A repair quotation is awaited for the frame and seat. A delivery of play bark has been ordered and the RoSPA inspection is scheduled for July.	DW
056		Speeding on B4445 and through the village The District Councillors have been approached regarding funding from Chinnor. The cost of the motion activated lighting to be clarified.	MM
057		Wildflower meadow and oak sapling The wildflower sowing has yet to be done.	
058		Village repairs and maintenance The roadway banks at the Stert end of the village have been prepared for seeding, which will be done by a volunteer team while the road closure is in place. The cost of the seed (approximately £80) has been approved. A small group of volunteers will be required for the ditch clearance alongside Copse Farm. The repair of the village gates was discussed.	DW DW
059		Footpaths and bridleways If Sewells Lane could be cleared to allow a wider route the walkers and horses could use one side leaving tractor access on the other. It might be possible for the volunteer team to undertake some of the clearance. The bridleway past The Jays is drying out well – the landowner to be asked for an update regarding the surfacing plans.	MM MM

Signed Date

060		Faster broadband The final proposal is due shortly. Once this is approved the government subsidy can be calculated.	MM
061		Lest We Forget silhouette One silhouette to be ordered, providing it is an exact match for the one currently in place. Expenditure approved.	HM
062	Matters arising	Dog bin emptying The agreed contractor for this has been experiencing problems and has not been able to provide the required service. As no response can be obtained from the contractor, a one-off empty was arranged with Pet Waste Solutions, who have quoted £26 plus VAT per calendar month for a fortnightly service going forward. It was agreed that Pet Waste Solutions should be appointed as the contractor with effect from next week and formal termination of the previous contract given as the requirements had not been fulfilled.	
063	Correspondence	S. Trueick – possible rural exception site OALC May update	HM HM
064	Any Other Business	Suggestion of tree planting in wildflower meadow – apple trees to be researched, and Queens Green Canopy scheme.	MM/HM
	There being no other business the meeting closed at 9pm. The next meeting date will be Thursday 1st July 7.00pm – location to be agreed prior to the publication of the agenda.		

Signed Date