

Sydenham Parish Council

Minutes of the Parish Council meeting held on 6th June 2024 at the Old School Room

Present: Michael May (MM) - Chair
 Vicki Roe (VR) - Vice Chair
 David Wilkins (DW)
 Hayley Smith (HS)
 Tara Glen (TG)
 Heather Mullins (HM) - Clerk

The meeting was pleased to welcome District Councillor Sadler and one member of the public.

054	Members' declaration of interests (for items on the agenda)	Mike May declared an interest in Planning Application P24/S1774/LB	
055	Minutes of previous meeting	The minutes of the previous meeting were approved and signed	
056	Planning	<p>P24/S0911/FUL Land Adjoining Park House Park View Sydenham Oxon OX39 4LQ Erection of a detached dwelling with parking and amenity space (additional photographs received 18th April 2024 and amended documents received 28 May 2024) <i>Parish Council response – objection</i></p> <p>P24/S1774/LB Brook Cottage, Brookstones, Sydenham OX39 4LY Replacement of timber framed windows <i>Parish Council response – no strong views</i></p>	
057	Finance	<p>The following items were approved for payment:</p> <p>£8.75 Virtual Landline £5.42 SSE electricity supply for defibrillator £476.25 Clerk's salary £36.00 Pet Waste Solutions £624.00 Grafham Construction Ltd - strimming verges and Jays FP Fayre items approved under scheduled spend:</p> <p>£20.00 Amazon – drink £16.99 Amazon – blackboard spray £22.34 Reimburse P.A. for wooden stakes £18.00 Sports Direct – footballs £68.67 Amazon – disposable glasses and plates £8.88 Amazon – ice cream scoops £155.59 Tesco – drink and food supplies £291.60 Cotswold First Aid Ltd £276.00 R Mead Skip Hire £136.07 Tesco, food and drink £295.49 Booker cash and carry</p>	

Signed Date

		£180.00 Towersey Horseshoes, morris men £80.00 Charlies Butchers – sausages £300.00 Penny Farthing's Hoop School	
	NatWest Current a/c: b/f £2,418.64	Payments: £83.47 HS village planting - from ringfenced Fayre funds £476.25 Clerk's salary for April £8.99 Amazon - laminating pouches, Fayre £36.00 Pet Waste Solutions, dog bin emptying £84.00 JPS Print Consultants - APM posters £120.00 DM Payroll Services Ltd £282.00 Auditing Solutions - internal audit £444.56 Clear Councils insurance renewal £780.00 Grafham Construction Limited - playground repairs to slide £20.00 Amazon - Pimms for fayre £8.75 Virtual Landline £16.99 Amazon, blackboard spray paint - Fayre £22.34 Reimburse P Archer for wooden stakes - Fayre £18.00 Sports Direct, footballs - Fayre £68.67 Amazon, disposable glasses and plates - Fayre £8.88 Amazon, ice cream scoops - Fayre £92.54 Tesco, food and drink - Fayre £1,300.00 cash withdrawal for floats - Fayre £63.05 Tesco, food and drink - Fayre £5.24 SSE - electricity supply for defibrillator £136.07 Tesco, food and drink - Fayre £180.00 Towersey Horseshoes morris men - Fayre Receipts: £30.00 JR Sports Ground - stallholder fee £30.00 Thame Aromas - stallholder fee £30.00 SFSAMOSA - stallholder fee £20.00 K Ahmed - stallholder fee £30.00 Melissa Berry - stallholder fee £2,095.00 total of transfers from reserve account	Closing balance at 31/05/24
	NatWest Reserve a/c: b/f £38,153.36	Payments: £2,095.00 total of transfers to current account Receipts: £45.88 interest received	£397.84 £36,104.24
058		The Notice of Public Rights has been posted.	
059	Matters carried forward	Playing field Strimming has been done. The edging works and bark will be done this month – expenditure approved.	DW
060		VAS signs and speeding A meeting to be arranged with the new Highway Engagement Team. The road surfacing and potholes to be raised at the meeting with OCC in June. Area outside the Mill House to be reported on FMS.	HM VR DW

Signed Date

061		<p>Drainage and flooding</p> <p>The two expressions of interest submitted for the OCC Flood Risk Management Funding Opportunity have been allocated funding. Meeting to be arranged on site with OCC to discuss elements to be contracted out for best use of funds. It was agreed that the Parish Council would contribute £1000 to each scheme out of reserves. The culvert installations in Sydenham Road will require a road closure of several weeks.</p> <p>There is a suspected water leak on the green – to be reported to Thames Water.</p>	MM DW
062		<p>Footpaths and bridleways</p> <p>The Thame Park footpath requires some cutting back where the nettles are overgrown.</p> <p>A fallen tree on the Holliers Close footpath was moved and the access cleared.</p> <p>The landowner is considering the suggested change to the access gate for footpath 378.</p> <p>Pet Waste Solutions can accommodate a third bin on their round and have given an acceptable quote. Bin to be ordered and installed near the Inn at Emmington. Expenditure approved.</p>	MM/HS TG HM
063		<p>Fayre Committee</p> <p>The Fayre was very successful, raising over £6500. There will be a meeting later in the month to discuss feedback. The committee are now taking requests for donations from local community groups and causes.</p>	
064		<p>Emergency Plan Review</p> <p>The revised document which now includes an activation plan was discussed. A community emergency group will be established. The volunteers' contact details to be checked and permission sought for use within the plan. Resources to be listed.</p>	VR HM
065	Matters Arising	<p>Assets of Community Value</p> <p>The OSR has been identified as an asset and the OSR Committee have requested that this be listed by the Parish Council (AGM minutes dated 17 Jan 2024). The Parish Council agree to submit the nomination and the process for this is underway.</p> <p>The process of registering other assets in the village to be looked at in preparation for the Neighbourhood Plan review in the Autumn, at which point this may be considered.</p>	HS/HM MM/HM
066		<p>Process for filling a Parish Council vacancy</p> <p>As Hayley Smith is stepping down, the process for filling a Casual Vacancy has been confirmed. Statutory notices to be posted giving electors the option of calling for an election. If an insufficient number of requests are received by the SODC Returning Officer then the post will be filled by co-option.</p>	HM
067		<p>Date of July meeting</p> <p>The OSR will be needed on 4th July for a polling station. The meeting will be held at Slade Farm instead, time to remain 7.30pm.</p>	
068	Correspondence	<p>OALC – Code of Conduct and Civility & Respect pledge</p> <p>SODC – Deep Cleanse team to visit 1st August</p> <p>OCC – Oxfordshire's local nature recovery strategy</p>	HM

Signed Date

		OCC - Introducing Oxfordshire Councils Charter OCC – Local Flood Risk Management Strategy Consultation SODC – Rural England Prosperity fund SODC – Everyone Active grants SODC – Green infrastructure and open spaces survey	
069	AOB	Clerk will be on annual leave 21-29 June. Further information to be submitted regarding planning enforcement investigation at 18 Holliers Close. Defibrillator course to be held 17 th July.	HM
<p style="text-align: center;">There being no other business the meeting closed at 10.10pm The next meeting will be held on Thursday 4th July at 7.30pm at Slade Farm, Sydenham Road</p>			

Signed Date