

Sydenham Parish Council

Minutes of virtual Parish Council meeting 4th March 2021 at 7.00pm

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

Apologies: Hayley Smith (HS)

Under the current restrictions concerning Coronavirus it was not possible for the scheduled meeting of the Parish Council to take place in the Old School Room. In line with The Corona Virus Act 2020 section 78(2) this meeting was held remotely. Meetings will continue to take place virtually until otherwise advised as per guidance from OALC. The meeting was pleased to welcome County Councillor Jeannette Matelot.

197	Members' declaration of interests (for items on the agenda)	None	
198	Approval of minutes	The minutes of the previous meeting were approved and will be signed in due course.	
199	Planning	<p>P21/S0083/FUL Amendment 18 Holliers Close Sydenham OX39 4NG Redevelopment of existing dwelling and construction of two 1 bedroom dwellings. Re-submission of approved scheme (P17/S4117/FUL) with associated external works. <i>Description changed to reflect that a lot of the existing building will be demolished to create the new dwellings as the whole building would move northwards within the plot compared to the existing building</i></p> <p>P20/4841/HH Slade Farm, Sydenham Road, Sydenham OX39 4LH Single storey extension <i>SODC decision - planning permission granted</i></p>	
200	Finance	<p>The following items were approved for payment:</p> <p>£3.17 SSE telephone box £7.96 Buzz Networks virtual landline £418.75 Clerk's salary £12.00 Scoop Dotty Dog dog bin emptying £27.78 Clerk expenses – litter pickers and disposable gloves £480.00 ONeill Homer, neighbourhood plan consultancy £35.05 DW expenses, fuel for machinery £146.16 OALC membership renewal</p> <p>Invoices presented where expenditure has already been approved:</p> <p>£540.00 Ridgeway Rural Services – ditching works £540.00 Grafham Construction Ltd – footpath works</p>	

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206		<p>Wildflower meadow and oak sapling One sapling has been planted and the other is being tended as it is too small for planting at present. The grass area to the allotment field is shortly to be harrowed and planted with a cornflower and grass mix. Farmer to be asked if the area for wildflowers could also be harrowed. Awaiting an update on whether resources are needed for the wildflower planting scheme.</p>	MM
207		<p>Village repairs and maintenance</p> <ol style="list-style-type: none"> 1. Jays footpath. A drainage channel has been dug to aid drainage. It may be possible to regrade the path to allow improve the gradient and drainage fall on a portion of the bridleway. 2. Flooding on the green. OPC have jetted the pipes twice and will come back in drier weather to put a camera through. It is likely that the pipe is broken. 3. Drainage on the corner by Byre House/Sewells Lane is still a problem and awaiting the installation of three soakaways by OCC. This work to be pursued. 4. Stert junction. The blocked pipes were located and jetted by OPC, and ditches improved by a working party in conjunction with the landowner. The roadside banks are to be seeded with grass – expenditure of £100 approved. 5. Gates at each entrance to the village. These are due to be painted or stained and a post repaired. Volunteers may be willing to undertake the work. 6. Flooding on the Thame Road. The roadside ditch past Copse Farm needs to be cleared and has been reported on FixMyStreet. 	MM JM/DW DW MM
208		<p>Reported footpath issues Solutions to the surfacing issues on the Jays bridleway and Sewells Lane bridleway are being investigated and costs explored. It was suggested that the entrance gate to the allotment field could be replaced and the surface improved. The TOE grant scheme to be investigated for works to both bridleways and to the allotment field entrance gate.</p>	MM/DW HM
209		<p>Lest We Forget silhouettes A replacement for the current loaned silhouette would be £175 plus shipping. Expenditure approved from reserves at the end of the financial year if required.</p>	AI
210		<p>Funding for extra litter bins Grant funding is currently unavailable but another round is likely to start in the summer. SODC have advised that any additional bin emptying would be chargeable at present. Once Waste Services have completed a bin mapping project they will look at potential litter bin installations.</p>	
211		<p>Faster broadband An application of interested parties has been submitted to BT for an</p>	

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		initial costing and to check that it falls within the grant limits for funding.	
212		Tree works on corner of Holliers Close Residents wanting to replace the rowan tree on the corner have been referred to the SODC tree officer. The willows alongside the footpath ideally need pollarding – landowner to be approached.	DW
213		Annual actions and review of policies The Risk Assessment has been revised in line with the internal audit recommendation, and the document adopted. The Publication Scheme has been revised under the model scheme and the document adopted. Confirmation that insurance cover is adequate – to be actioned at renewal in Apr/May. Declarations of interest confirmed as up to date. Clerk appraisal – to be carried out before next meeting. Review of Effectiveness of Internal Controls – document adopted and review completed for current year. Protocol for marking death of senior national figure – not required for parish, residents to be directed to Town Council provision. Financial Procedures Manual – implemented in line with internal audit recommendation.	HM AI
214	Matters Arising	Date of Annual Meeting and Annual Parish Meeting – it was agreed that both meetings will be held virtually on Thursday 6 th May. Annual Parish Meeting invitations to be sent.	HM
215	Correspondence	Volunteer Co-ordination Team – loan of sign cleaning equipment OCC – Local Transport and Connectivity Plan consultation Ramblers Lost Path Survey – reviewed, no action required.	HM
216	Any Other Business	Daffodil planting – audit to be done during the flowering season so that planting can be planned for the autumn. Information Commissioner’s Office registration – to be researched and registration to be completed if required. Expenditure approved upto £60. Neighbourhood Plan consultation – finishes on 5 th May and update regarding the referendum expected next week. Sydenham Fayre – committee to discuss possible alternative event within the village. Records storage – audit of filing cabinets to be carried out with a view to contacting Oxford Record Office for storage of archives, and scanning virtual copies where appropriate. Cycle links to Phoenix Trail – discussions are ongoing within the Active Travel group in Chinnor.	CB HM MM CB HM AI
There being no other business the meeting closed at 9.30pm The next meeting date will be Thursday 1 st April 2021 at 7pm – virtual meeting.			

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