

Sydenham Parish Council

Minutes of Annual Meeting of the Parish Council 1st September 2016

Present: Alison Isherwood
Rachel Blake
David Wilkins
Mike May
Apologies: Janet Potts

The meeting was pleased to welcome two members of the public.

<u>Matters Arising</u>		
Members' declaration of interests (for items on the agenda)	Dave Wilkins expressed a declaration of interest on planning application P16/S2891/FUL/P16/S2892/LB and was not party to the conversation.	
Approval of minutes	The minutes of the previous meeting were approved and signed.	
Neighbourhood Planning	With all the surrounding villages actively looking at a Neighbourhood Plan, the concern is that the need for one for Sydenham is becoming even more of a priority. A Sydenham Mail to be sent out to the village to highlight the concern and request interest from parties prepared to be involved.	RB
Speeding	There was a significant majority verdict in favour of speeding restrictions of some sort (potentially platforms located close to Park View and to Box Cottage, equidistant from Slade Farm) from the recent door to door survey conducted. Keith Stenning to be invited to a village meeting to respond to questions raised.	AI
Playing field	The grant application was rejected on the basis that there was a bigger project involved in the Playing Field generally including the cricket nets. As a result, the Cricket Club and Parish Council are looking at potentially combining the projects to apply for the grants, plus instigate some fundraising activity. Parish Council to be the lead in terms of commissioning the project. A query to be raised regarding the transfer of assets to the Parish Council with OALC. Now we are aware of the grant application the tree work to be undertaken.	RB AI RB
Development of Sydenham Grove	Meeting with SOHA on 14 th September to discuss progress. Follow-up with Lynn Lloyd and Ian White regarding how the site was originally transferred to SOHA.	MM/RB AI
SSE electricity supply	Discussions continuing on the wayleaves with some progress being made.	MM
Broadband	So far there is no further update – Better Broadband for Oxfordshire to be contacted regarding the rollout for Dec 2017 again. John Howell to also be contacted regarding Better Broadband and date for a visit to the village to discuss this and other community matters. Correspondence is being undertaken with Michael Holland about potential alternatives.	AI AI
Grass cutting	A cutting has been completed of the verges through-out the village based on £200, plus Will cutting greens – DW to request invoice from Chris Cooper. Meeting being held with a contractor w/c 05/09 to review all the hedges and	DW DW

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	<p>verges, plus also looking to do the ditches potentially at the beginning of November.</p> <p>Investigations to be made regarding where the liability falls if an accident occurs at a junction.</p> <p>Forms for grass cutting grants to be completed.</p>	<p>18</p> <p>MM</p> <p>MM</p>
Emergency plan and funds for resilience grant	<p>The best storage location for the generator is being discussed with the OSR Committee.</p> <p>Discussions to be had with the resident of the house attached to the OSR regarding the location of where the generator will be stored.</p>	<p>DW</p> <p>JP</p>
Clerk's appraisal objectives	<p>The contents of the filing cabinets have been listed, ready to contact the County Record Office to see which records they would like for archiving – potentially looking at a task for the future clerk.</p> <p>Someone has volunteered to develop the website and a meeting planned w/c 05/09.</p>	<p>TBC</p> <p>RB</p>
Footpaths, TOE2	<p>TOE2 grant to be applied for the stiles etc. when the next grant application window opens.</p> <p>Jonathan Beale has advised that the kissing gates have moved up the OCC priorities and will be actioned accordingly when teams are less caught up with sorting out vegetation growth.</p>	<p>JP</p> <p>JP</p>
Defibrillator	Ken Hardiman to complete the regular checks accordingly.	Complete
Clerk RFO position	<p>One suitable application has been received and is due to be interviewed w/c 12th Sept.</p> <p>Depending on application printer to be chosen by the new clerk to suit.</p> <p>Mandate forms have been obtained from NatWest bank to change the signatories, the account administrator and the online banking, however the first stage is to remove two of the previous signatories.</p>	<p>DW/RB</p> <p>AI</p>
<u>Finance</u>	<p>Confirmation of the previous budget to be distributed to all showing precept in and expenditure against it.</p> <p>The following items were approved for payment:</p> <p>£157.94 Will Munday for Gate repairs on entrance to village by Box Cottages</p>	AI
NatWest Current a/c: b/f £3,479.54	<p><i>July</i></p> <p>Payments:</p> <p>£253.74 Clerk's salary</p> <p>£35.00 Cheque</p> <p>£63.92 Payment</p> <p>£206.20 PAYE for May-Jul</p> <p>£121.35 Rachel Blake expenses for Queen's birthday</p> <p>£31.51 Clerk's expenses</p> <p>£3.07 Southern Electric – defibrillator supply</p> <p>£12.56 Payment</p> <p>£253.74 Clerk's salary</p> <p>£339.90 Clerk's expenses – purchase of laptop and software</p> <p>£140.74 Overtime for Clerk's handover</p> <p>Receipts:</p> <p>£988.29 Transparency fund grant</p> <p><i>August</i></p>	Closing balance at 31.08.16

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	£100.00 Donation cheque £3.07 Southern Electric – defibrillator supply	19 £2,903.03
Natwest Reserve a/c: b/f £14,248.91	£0.57 July interest received £0.64 August interest received	£14,250.12
<u>Planning</u>		
P16/S1237/FUL	1 Holliers Close Planning Committee Meeting on 7 th Sept – 1 Holliers Close <i>Volunteer to attend to express their views.</i>	
P16/S2891/FUL/P16/ S2892/LB	Ryders Barn, Sydenham Road Conversion of two redundant barns to residential comprising 1x2 bed and 2x1 bed units together with revised access and associated external works. <i>No strong views</i>	
P16/S2028/HH and P16/S2029/LB	Brook Cottage, Brookstones Demolish existing conservatory and erect single storey rear extension <i>Approved</i>	
<u>Correspondence</u>		
OCC	Oxfordshire Comet Transport Services	
Home Start	Home Start letter – thanks for donation	
<u>Any Other Business</u>		
<i>None</i>		
<p>There being no other business the meeting closed at 9.55pm. The next meeting will be held on Thursday 6th October in the Old School Room at 7.30pm.</p>		

Signed Date