

	NatWest Reserve a/c: b/f £31,038.76	Payments: £500.00 transfer to current account £200.00 transfer to current account £600.00 transfer to current account £500.00 transfer to current account Receipts: £25.44 interest in March	£29,264.20
		A bank reconciliation for the end of the financial year was signed. The audit documentation for the year ending 31 March 2023 was presented to the Council and approved for submission to internal audit, including the register of assets at financial year end. The dates for the Notice of Public Rights were agreed. A VAT reclaim is being prepared in the sum of £1422.39.	HM HM HM
005	Matters carried forward	Playing field The football goals have been purchased. Continued thanks to DW for keeping the playing field in such wonderful condition.	
006		Chicane installation on B4445 Chinnor PC have confirmed that they are in a position to proceed and can place an order for the scheme. A revised quote has been received from ODS accordingly. The Councillor Priority Fund grant of £2,000 has been received and ringfenced for this project. The 20mph scheme has been approved by County. A timescale for implementation to be requested, together with a query on whether this includes re-calibration of the VAS signs to 20 instead of 30.	MM
007		Village repairs and maintenance It was suggested that more daffodils could be planted along the Stert road – to be reviewed in October. The works to upgrade this stretch of road to be scoped out. The road surface by the Old Vicarage is in poor repair, also the surface by the Grove. Suitable contact to be sought to address this.	DW MM
008		Footpaths and bridleways The volunteer team have done a wonderful job clearing the footpath from Holliers Close. The re-grading work at the top of Sewells Lane is waiting for an improvement in the weather.	
009		Fayre Committee report All arrangements on target. The event has been widely promoted with a plea for volunteers, more to follow. A number of outside attractions have been confirmed, together with the regular village attractions. The raffle is confirmed with cash prizes plus vouchers from local businesses including the pubs.	

Signed Date

	Several interested stallholders – pitch fee agreed and confirmation awaited. The Crown is offering an outside bar at the event and The Inn is hosting an after party. Next meeting to be held on 18 th April.	
010	Generator c/fwd	DW
011	Classification of Sewells Lane on the Definitive Map An indemnity for the homeowners concerned is the way forward. The County Council will only adopt the road if it is upgraded to Highways standard first, which is not achievable. No further action.	
012	Parish Council elections and Munday's Gift Notice of Uncontested Election received for publication. John Church has agreed to be a trustee for Munday's Gift and will be appointed at the Annual Meeting. John and Paul Stancliffe will work on a transition so that future trustees can be appointed at an appropriate time.	HM MM
013	May meetings The Annual Meeting of the Parish Council will take place on 11 th May following the elections, at which an OSR representative will be agreed together with a volunteer to undertake Sydenham Mail and Facebook admin. The APM date is confirmed as 26 th May. Flyers to publicise the event have been drafted and the printing cost approved. Wine to be sourced from recent event.	All MM HS
014	Community Energy Project Objectives – decarbonising the village and future proofing/resilience. In effect the village could be self sufficient in their energy. Investigation to date suggests that an optioneering study would be the first step followed by a feasibility study. Grants would be required to undertake these studies. More information is required (a small initial committee to discuss ideas and grant avenues) then public interest could be gauged. To be raised at the APM.	MM
015	OCC tree planting It was not possible to decline the tree and the location was agreed outside the playing field. Planting yet to occur. All maintenance going forward will be carried out by OCC.	
016	Phoenix Trail Project No update received from county councillor. No further action.	

Signed Date

017		<p>Review of key documents</p> <p>Standing Orders and Financial Regulations are both in line with the latest issue from NALC.</p> <p>The Asset Register has been updated for the year ending 31.3.23.</p> <p>Risk Assessment – one minor amendment to be made.</p> <p>Publication scheme – two minor amendments to be made.</p> <p>Data Protection and Privacy Policy – no changes required.</p> <p>Document Retention and Disposal policy – no changes required.</p> <p>Child Safety – revised in line with current Oxfordshire web pages and contacts. Summary page to be updated on notice boards.</p> <p>Code of Conduct – as issued by SODC when adopted in 2022.</p>	<p>HM</p> <p>HM</p> <p>HM</p>
018		<p>Coronation Stone</p> <p>Quotes are being received. Clerk to check minutes around Golden Jubilee for installation process.</p> <p>Use of new flagpole approved, base sleeve to be located in ground.</p>	<p>HM</p> <p>DW</p>
019	Matters Arising	None	
020	Correspondence	OCC – Notice of Uncontested Election Chinnor Parish Council – revision to Neighbourhood Plan	HM
021	Any Other Business	<p>Outgoing Councillors</p> <p>Alison was thanked by the Chair for her service of 20 years on the Parish Council as a Councillor, Vice Chair and Chair, and recognised for her unstinting work over this time.</p> <p>As Cheryl is stepping down, a replacement needs to be found for the Sydenham Mail and Facebook admin role. Huge thanks to Cheryl for all she has done with this and on the Parish Council.</p>	
<p>There being no other business the meeting closed at 9.00pm.</p> <p>The next meeting will be the Annual Meeting of the Parish Council, held on Thursday 11th May at 7.30pm in the OSR</p>			

Signed Date