

# Sydenham Parish Council

## Minutes of Parish Council Meeting 5th July 2012

Present: Roy Harrison  
Janet Potts  
Rachel Blake  
Heather Mullins  
Apologies: Paul Stancliffe  
Alison Isherwood

<u>Matters Arising</u>		
Members' declaration of interests (for items on the agenda)	None	
Police report by PCSO J. Madden	<p>During the month of June to date there have been 4 incidents reported to police. These were all traffic related, eg hazards in the road. There have been a few calls reporting suspicious activity and vehicles, which have been attended and followed up by police accordingly. PCSOs continue to conduct speed checks in the village and letters are issued to offenders.</p> <p>A SID check was carried out on 3.7.12. 54 vehicles passed, with 10 offending vehicles. The highest speed registered was 51mph in this 30mph zone. A static presence is also acting as a deterrent to speeding.</p> <p>Thame sector operations Maginot and Magpie are continuing - these are to deter vehicle crime and to identify flagged vehicles using the ANPR.</p> <p>A report was made to the police after a dog off the lead worried cattle in the Sydenham locality. Waymarker signs are to be put up asking owners to keep dogs on leads or under control, and a piece is to go in the newsletter.</p> <p>Jacky Madden was thanked for her continued reassuring presence and assistance in the village - it is much appreciated.</p> <p>Have Your Say meetings are to be scheduled for September and at repeating intervals of 3 months.</p>	
Minutes of last meeting	These were approved and signed.	
Sydenham Voice, represented by Siobhan McKee	<p>Sydenham Voice are now meeting every two months. The issues that came up at the latest meeting were:</p> <p>Wild flower planting - the next stage will be to put down weed killer, and a price is going to be provided by Chris Cooper. Once the existing vegetation is cleared the seeding can be done.</p> <p>Wooden posts by the playing field - Highways have been contacted to arrange a site visit and obtain a quote for the work. It is possible that some of this work can be funded by the Area Stewards Fund and the PC are in contact with the County Councillor regarding this.</p> <p>Village Cinema - the PC have applied to the Big Society Fund for a grant for this and are waiting to hear. Phil Archer is investigating the likely costs.</p>	<p>HM</p> <p>AI</p>

Signed ..... Date .....

		12
Big Society	c/fwd	AI
Potholes on Postcombe road	These works have now been completed.	
Dog Fouling	Another incident has occurred, and despite notices being posted no-one has cleared the mess. The offending dog must be off the lead judging from the location. All residents remaining vigilant.	
Phoenix Trail link	A report has been received from the Oxford students carrying out a cost benefit analysis on Oxford tube, which ties in with the aim to link villages. The same benefit analysis is to be carried out for the Phoenix Trail link. The scheme now has considerable backing from several parishes.	RB
Speed data project	Designed to engage school age children, there will be a competition run over the school holidays to create a speed awareness poster. The winners' posters will be produced and put up in the village. The details are being circulated to Aston Rowant, Lewknor and Kingston Blount children, as well as Sydenham.	RB
Playing Field	The new sign has been put on the gate. The usual inspections are being carried out. Highways have been contacted to request a site meeting at which the siting of posts could be discussed and a cost obtained for carrying out the works. A reply is awaited.	HM
Area Stewards Fund	A quotation of £1200 has been received from Highways to carry out the following work: - install roundel markings adjacent to the repeater signs and terminal signs (24 in total) - refurbish 1 x SLOW marking - refurbish 3 x sets of junction markings  It was felt that this expenditure was too great. The suggestion was made that we ask for a quote for refreshing the 'SLOW' road markings by the entrance to each side of the village, but not pursue the roundel markings. It is hoped that this and the purchase of wooden posts at the playing field/Brookstones could be covered by the Area Steward funding.	HM
Sewells Lane	c/fwd	
Park View	The order for the signs has been placed, on a 4-6 week lead time.	
B4445 footway	PS met on site with Chinnor PC and David Wilmshurst. The agreed course of action is: Phase 1 - spray the full width off the footpath with weed killer in June and September 2012. Phase 2 - Assess those areas requiring patching and repair to the extent of DW's budget. Phase 3 - If the repairs are judged to be sufficient from this year's budget, to achieve a useable surface for a mobility scooter from Emmington to Chinnor, agree the position of a dropped kerb(s).	
<u>Finance</u>	The following items have been authorised for payment:  £40.00 HM Revenue PAYE £12.20 SODC Dog hygiene bin emptying £91.84 Clerk's expenses  Audit - the documents have been submitted to BDO, the external auditor.	

Signed ..... Date .....

	Bank signatories - the forms have been obtained and will be completed and submitted with the necessary proofs of identity.	13
NatWest Current a/c: b/f £5,633.65	<b>Payments:</b> £ 676.48 Aon Ltd - insurance renewal £ 250.00 Chinnor village centre - donation £ 160.00 Clerk's salary £ 21.60 MP Printers - footpath maps £ 243.30 Tower Mint - Jubilee medals £ 135.00 RJS (IA) Ltd, internal audit £ 367.49 Cyan - jubilee bench £ 40.00 HM Revenue & Customs (to 5th June) £ 117.50 Repay R Blake for playing field sign (Menu Shop) £ 570.00 Will Munday - work to green by Burrow Farm (o/s) £ 50.00 Donation to Air Ambulance £ 57.24 Repay P Stancliffe for turf <b>Receipts:</b> £ 150.00 Sydenham Fayre donation to grass cutting	Closing balance at 30.6.12
Natwest Reserve a/c: b/f £7,730.99	£ 0.77 Interest received	£3,665.04
		£7,731.76
<u>Planning</u>		
P11/S0443 and P11/S0246	Vears Farmhouse, Brookstones Demolition of existing outbuilding and the erection of a replacement outbuilding for storage and garage use ancillary to the main residential dwelling (amended) <i>Planning permission and Conservation Area consent both GRANTED</i>	
P12/S1096/FUL	Slade Farm, Sydenham Road Replacement entrance gates and pillars and new walls adjacent <i>No strong views</i>	
<u>Correspondence</u>		
SODC Boundary Commission Chinnor Village Centre Air Ambulance	Code of conduct briefing Electoral review of South Oxfordshire  Acknowledgement and thanks for donation  Acknowledgement and thanks for donation	All n/l boards
<u>Any Other Business</u>		
Traffic visibility at Emmington junction	The vegetation on the verges has grown to the point that visibility at the junction is reduced - this has been reported to the Highways department. The request has been acknowledged and the verges are due to be trimmed this week.	HM
Playing field use	Ladybird Pre School asked if they can use the field for their sports day on 18th July - permission granted. They have their own insurance cover and copy will be provided for the PC records. The cricket club have their own insurance cover for the practice nets in the playing field - a copy of the current policy to be requested for the PC records.	HM HM

Signed ..... Date .....

	Roy requested permission to use the playing field for parking on Sat 7th July - granted.	14
Code of Conduct - Register of member's interests	These forms are to be completed by each councillor and given to the clerk for submission to the Monitoring Officer by 29th July.	All
Clerk's contract	In line with her contract the clerk advised the council that she was undertaking work for another company. The clerk has completed a 'home worker's risk assessment checklist'. A character reference has been received for the clerk and a current employer reference is awaited. These references are to be kept as part of the risk assessment for insurance. The clerk's contract states that a performance review should be held annually with the annual increment based on this result. Performance appraisal to be carried out.	RB
Freedom of Information	A link to this information to be put on the parish council website pages.	HM
August meeting	There is not usually a meeting during August due to parish councillor availability in the holiday period. Unless any urgent business arises the next meeting will be held in September.	
Risk Assessment	The annual review of this document is due. Copy to be circulated to RH and JP.	HM
<p>There being no other business the meeting closed at 9.10pm. The next meeting will be on Thursday 6th September at 8pm.</p>		

Signed ..... Date .....