

# Sydenham Parish Council

## Minutes of Parish Council Meeting 5th February 2015

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

The meeting was pleased to welcome Cllr David Wilmshurst

<u>Matters Arising</u>		
Members' declaration of interests (for items on the agenda)	None.	
Approval of minutes	These were approved and signed.	
Councillor David Wilmshurst	<p>The County Council are looking at more joint working partnerships, both with social and health care and also the back office. This will reduce the head count and make budget savings. The organisation structure will be revised and modernised.</p> <p>Keith Stenning in the Highways department has suggested that a meeting is held with a representative from each of the parish councils at the end of April to discuss funding allocation. At this stage Highways will know how much funding will be available and will be able to set priorities if they are aware of individual parish issues. The parish council agreed that this was a good idea and will send a representative.</p>	
Playing field	<p>News on the grant has been delayed by the fire at SODC headquarters. Another quote for play equipment is being sought.</p> <p>The Easy Fundraising will be set up shortly.</p> <p>The hedge has been laid where required, but the side by the road doesn't need to be done. Will has advised that the trees along this edge need to be looked at as the middle one may need to be removed in the future. The lower branches should be removed to encourage hedge growth.</p>	<p>RB RB</p> <p>c/fwd</p>
Speeding on B4445	<p>Chinnor Parish Council are compiling a Local Plan. This process could take two years, but will allow more control over development of Chinnor. In the meantime planning applications are being affected and therefore associated CIL funding may be delayed.</p> <p>It was suggested that Sydenham move ahead with the consultation process for a single pinch point at the Emmington junction as discussed with the highways technician. Mark Francis to be contacted regarding the length of time a consultation would be valid, and written confirmation about power of expenditure.</p> <p>The amount of CIL funding and timing of payments to be investigated.</p>	<p>HM HM</p>
Safeguarding Children Policy	The draft document was approved with two minor amendments. The policy to be included on the parish council website. Further to advice from OALC other possible relevant policies to be investigated.	<p>HM HM</p>

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

Election	<p>The election timescale is as below and has been published in the newsletter.</p> <ul style="list-style-type: none"> <li>• The Democratic Services department of SODC will be supplying information to parish clerks and providing nomination packs for prospective candidates (including interests and Code of Conduct).</li> <li>• SODC will supply a Notice of Election by Monday 30th March which must be displayed within the parish.</li> <li>• Nominations from prospective candidates must be submitted no later than 4pm on Thursday 9th April but preferably sooner.</li> <li>• All councillors wishing to continue must be nominated.</li> <li>• After the nominations period a 'Statement of Persons Nominated' will be issued by 4pm on Friday 10th April, which will announce either the result of an uncontested election or be a notice of poll.</li> <li>• NB Only people registered to do so can vote and the last date for applications is Mon 20th April.</li> </ul>	35														
Clerk's annual review	<p>Rachel Blake carried out the review and circulated notes on matters discussed to the parish council.</p> <p>The previous objectives were reviewed, with the filing carried forward as a large project. Current objectives moving are: organisation of paper filing, electronic storage, internet banking and a revised parish council email address. Other matters discussed included salary level, hours required for the role, networking and membership of Society of Local Council Clerks.</p> <p>Oxfordshire Archives to be contacted regarding archiving minute books and other material. Internet banking forms were completed for both the current and reserve account for submission to Natwest Bank. Forms to be taken to local branch. Following discussion it was agreed that the clerk's salary would increase by one SCP to level 31 with effect from 1.4.15. Hours of work to be monitored from now until May to verify how much time the role takes. It was agreed that SLCC membership should be applied for.</p>	HM HM HM HM														
Footpath sign	C/fwd															
Date of Annual Meeting 2015	It was decided that the Annual Parish Meeting would be held on 2nd April in conjunction with the normal parish council meeting.															
<u>Finance</u>	<p>There were no payments for authorisation. The predicted expenditure for the rest of the year was discussed and annual grants and donations to be included on the agenda for March.</p> <p>The internal auditor has agreed to carry out the audit for this year. Under the new Transparency code for smaller councils, parish councils with an annual turnover not exceeding £25,000 will be exempt from routine external audit. In place of routine audit there are new transparency requirements set out in the code which will enable local electors access to relevant information about accounts and governance.</p>															
NatWest Current a/c: b/f £7,739.77	<p>Payments:</p> <table> <tr> <td>£178.30</td> <td>Clerk's salary</td> </tr> <tr> <td>£3,000.00</td> <td>transfer to reserve account</td> </tr> <tr> <td>£180.00</td> <td>J M Wallington, hedges and verges</td> </tr> <tr> <td>£12.23</td> <td>NALC pay award to clerk</td> </tr> <tr> <td>£3.06</td> <td>Southern Electric - supply to defibrillator</td> </tr> <tr> <td>£133.80</td> <td>H M Revenue and Customs, PAYE Nov-Jan</td> </tr> <tr> <td>£750.00</td> <td>Heathfield Tree Services, playing field repairs</td> </tr> </table>	£178.30	Clerk's salary	£3,000.00	transfer to reserve account	£180.00	J M Wallington, hedges and verges	£12.23	NALC pay award to clerk	£3.06	Southern Electric - supply to defibrillator	£133.80	H M Revenue and Customs, PAYE Nov-Jan	£750.00	Heathfield Tree Services, playing field repairs	<p>Closing balance at 31.01.15</p> <p>£3,482.38</p>
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Natwest Reserve a/c: £0.38 interest received b/f £7,739.92 £3000.00 from current account		£10,740.30
<u>Planning</u>		
P14/S4052/FUL and S3461/LB	Old Byre House, Sydenham Road, Sydenham To convert brick built storage barn into residential use, to comprise bedsitter, bathroom and kitchen. No external work, all internal. <i>No strong views</i>	
<u>Correspondence</u>		
SODC OCC	Town and council parish briefing 2031 (Local Plan) Message from Council Leader - potential savings via unitary structure	
<u>Any Other Business</u>		
Salt bin levels	The salt bin is only half full and should have been filled before the winter - to be queried with Highways department.	HM
Broadband	The revised wayleave agreement has been signed and returned to enable the new cabinet to be placed on the green. As far as the Plough Corner and Emmington end of the village is concerned, Better Broadband have advised that a copper re-arrange is required with a new green box, probably to be sited on Plough Corner. This is a costly exercise and we need to provide evidence of the number of business and homeworkers affected. A leaflet to be compiled for distribution to all affected households asking businesses and people working from home to respond to Alison Isherwood, who can then collate the replies. This evidence can be given to Better Broadband and SODC to try and get funding allocated.	AI/RB/HM
Unitary County Council proposals	This was discussed and it was agreed that the proposals make economic sense.	
Planning query	The householder to be visited to ask if planning advice has been sought.	PS
Electricity supply	The plans have been revised again and continue to progress. The new proposals would involve underground cabling from The Folly to the Stert, along to Millfield Gardens, then crossing the road and underground to the river. It is hoped that the river can be crossed by means other than directional drilling as this would add to the cost of the job. The new switching arrangement will be on the far side of the river from which two high voltage cables will supply the village, ensuring an uninterrupted supply. SSE are in the process of obtaining the necessary landowner permissions.	
Burial records	These will be given to RB to allow the records to be updated.	RB
There being no other business the meeting closed at 22.10 pm. The next meeting will be held on Thursday 5th March in the OSR at 8pm.		

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