

Sydenham Parish Council

Minutes of Parish Council Meeting 4th June 2015

Present: Alison Isherwood
Janet Potts
Rachel Blake
Heather Mullins
Apologies: Mike May

The meeting was pleased to welcome District Councillors Lynn Lloyd and Ian White, and County Councillor David Wilmshurst.

<u>Matters Arising</u>		
Members' declaration of interests (for items on the agenda)	None	
Approval of minutes	The minutes of the previous meeting were approved and signed.	
Risk assessment	The draft revision has been circulated and is approved for the forthcoming year.	
Annual leave for clerk	SLCC's advice is that leave must be used, even if there is no cover available and the clerk catches up on their return. The situation is not uncommon, and SLCC suggested that cover could be provided by councillors or a locum, or that any hours spent catching up on work arising from annual leave could be paid to the clerk as overtime. Offers of cover were made from parish councillors and an agreement that hours showing as over and above the expected number could be paid as overtime. The current monitoring of hours will help to determine what could normally be expected. The leave to be calculated on a pro rata basis.	HM
Publication scheme	The draft revision has been circulated and is approved.	
Playing Field	The next stage of the grant application has been completed and submitted. An interim payment has been made to John Heathfield, and a mock up of the equipment will soon be available - RB to meet John. The application form for tree works in the conservation area is underway. John Heathfield to be asked if he could assist with information required and also if he could fell the tree in question. The Rospa Playsafety inspection is due during July, and they have been asked to carry out the inspection once the new equipment is in place. They will do their best to accommodate this around the inspector's schedule. There will be a ceremony to launch the new piece of play equipment.	RB RB
Speeding on the B4445	AI attended the meeting of local parish councils and the Area Steward for Highways. As budgets at OCC, including Highways, continue to be reduced some responsibilities are to be shared with parish councils. Economies of scale are being sought where possible, and it was suggested that we could liaise with Chinnor PC and obtain a grant from OCC to undertake the two grass cuts that are currently undertaken by Highways. The Area Steward stressed that feedback from the Fix My Street website is helpful for their quality control and ensuring that contractors carry out the required work. For the suggested pinch point on the B4445 it may be possible to get a quote from OCC to undertake the work but for the parish council to fund it. The	AI

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	<p>development proposal at the Chinnor garden centre site includes a pinch point, and again there may be economies of scale to do the two together with a single consultation and shared costs. The scheme will not be quick to achieve, but at least the process could be started. There will not be any funds from OCC towards the scheme but there may be CIL funds from the garden centre development. Cllr Wilmshurst to be copied on emails to the Area Steward.</p> <p>The SID equipment has been booked for 22-26th June and we have several volunteers already. Another request for helpers to be sent out after the Fayre.</p> <p>The speed sign competition to be held this summer with a colouring version for the younger ages and a design competition for older children. Local schools and nurseries to be invited to take part. It was suggested that the cycle shop in Thame might sponsor the competition. The budget for producing the signs and for the prizes was approved. An alternative quote for A2 size signs to be obtained.</p>	11 HM RB
Development of Sydenham Grove	<p>A meeting with Jude McCaffrey of Soha has been arranged for 10th June to obtain more detail for parishioners. RB and MM to attend, together with both District Councillors.</p> <p>There is concern that the tenants and owners have not been given much information from Soha, also concern about the timescale for decommissioning the empty houses and maintenance of the site. The parish council want to support the displaced tenants as well as the owners.</p> <p>The points to be raised at the Soha meeting were discussed and a gate to the site was suggested for security. Soha to be invited to meetings on a regular basis to enable the village to be kept updated on progress.</p>	RB/MM
Road defects	<p>The gullies throughout the village are due to be cleared in mid July according to the highways rota. The blocked drains that have been reported on Fix My Street to be chased up, and any other problems logged before the gully clearance.</p>	HM
SSE electricity supply	<p>The supply route to the new pumping station has been agreed with the landowner.</p> <p>There are still outstanding problems on the wayleaves for the village supply undergrounding scheme. Solutions are being discussed, and regular review meetings sought with SSE to push the scheme forward.</p>	MM
Councillor vacancy	<p>Following the uncontested election there remains one councillor vacancy which has been advertised. One name has already been put forward for co-option. SODC advise that if there remains a vacancy after 26th June then official notices to be posted and the procedure for a casual vacancy followed.</p>	
Broadband	<p>The new manager at Better Broadband for Oxfordshire has asked BT when the direct exchange lines at Plough Corner/Emmington will be upgraded. These lines are being considered but no timescale can be given for the work. Councillor Lynn Lloyd is involved in the broadband for South Oxfordshire and will make enquiries on our behalf about these remaining lines.</p> <p>BT are trying to arrange an official launch in June/July of the faster broadband in the middle of the village, but the case was made for this to be delayed until all the connections are finished.</p>	AI
County Council report from David Wilmshurst	<p>The County is moving into another financial year, and significantly more savings have to be made over next 3 years. These have to be balanced against the increased budget required for children and the elderly.</p> <p>Both the Area Steward for Highways and the District Councillor have lost their individual funds, but Councillor Wilmshurst is happy to pursue any issues raised by the parish council.</p> <p>The Chief Executive post for the county is still under review and will probably be linked with other major organisational changes.</p>	

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<u>Finance</u>	<p>The internal audit is complete with no issues raised. The documentation has now been submitted to the external auditors. The clerk suggested that a cost comparison be sought for alternative local internal auditors.</p> <p>SODC have been contacted regarding the direct debit arrangement for the dog hygiene bin. This payment method has been cancelled and the parish council will revert to payments on invoice.</p> <p>The following items have been authorised for payment: £135.00 - RJS (IA) Ltd, internal audit</p>	12
<p>NatWest Current a/c: b/f £4,698.49</p> <p>Natwest Reserve a/c: b/f £10,741.62</p>	<p>Payments:</p> <p>£183.92 Clerk's salary £ 3.06 Southern electricity, supply to defibrillator £600.00 Grafham Construction Ltd, tree clearance and ditch digging £ 78.67 Clerk's expenses £426.05 Aon Insurance renewal £2,000.00 John Heathfield, part payment towards playing field equipment</p> <p>Receipts:</p> <p>£200.96 HMRC VAT repayment for year 2014/15</p> <p>£0.43 Interest received</p>	<p>Closing balance at 31.05.15</p> <p>£1,607.75</p> <p>£10,742.05</p>
<u>Planning</u>	None	
<u>Correspondence</u>	<p>ORCC SOHA RSN</p> <p>Workshop on community plans - 2 places to be booked. Tenant security group questionnaire Rural crime survey</p>	HM
<u>Any Other Business</u>	<p>Planning query</p> <p>As discussed in March. The owner is submitting details for retrospective planning permission.</p>	
<p>There being no other business the meeting closed at 10.00pm. The next meeting will be held on Thursday 2nd July in the OSR at 8pm.</p>		

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