

# Sydenham Parish Council

## Minutes of Parish Council Meeting 3rd March 2016

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

The meeting was pleased to welcome District Councillor Ian White.

| <u>Matters Arising</u>                                      |  |                               |
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| Members' declaration of interests (for items on the agenda) | None   |                               |
| Approval of minutes   | The minutes of the previous meeting were approved and signed.  |                               |
| Improving mobile signal coverage                            | EE will be visiting the village to look at potential sites both in the middle of the village and at the Emmington end to ensure maximum coverage. The range of the boxes is similar to the those of the Vodafone scheme.   |                               |
| Neighbourhood Planning                                      | <p>Oxfordshire First have indicated the likely cost of carrying out a housing needs survey and issuing the subsequent report is around £2000. This can vary depending on the method of issue, eg individual door knocking or by post. The parish council could apply for a neighbourhood planning grant and draw down the necessary cost of the survey, provided that the area of the plan is designated. This lead to a discussion of whether the plan should extend beyond the parish boundary.</p> <p>Further details are awaited from Oxfordshire First regarding setting up the survey, and applying for the grant. It was agreed that the housing needs survey should be carried out, as recommended by Charlotte Colver. The grant application process to be started.</p> <p>Aston Rowant Parish Council to be contacted about the areas to be included, such as Kingston Stert and Chalford.</p> | <p>HM</p> <p>HM</p> <p>AI</p> |
| Speeding  | <p>Following the meeting at Chinnor Parish Council offices last Spring we are yet to receive the procedure for Town and Parish Councils who wish to fund works that would previously have been undertaken by Highways. Keith Stenning to be asked for an update.</p> <p>Highways are unable to quote for a pinch point without design, and OCC are unable to resource this. A traffic consultant working with Aston Rowant was suggested, and contact to be made for advice on the options available.</p>  | <p>AI</p> <p>HM</p>           |
| Playing field   | <p>The area around the new equipment has been extended and the final payment has been made to Heathfield Tree Services.</p> <p>A quote for replacing the A-frame has been received, and grant options for funding are being explored, together with a possible donation from the Fayre.</p> <p>The toddler swing has been inspected and RoSPA to be contacted regarding the suggested repairs.</p> <p>There is no update as yet from the tree officer.</p>   | <p>RB</p> <p>RB</p>           |

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| Development of Sydenham Grove                 | SOHA have been asked for an update on plans for the site and an indication of timescales.  | 39<br>MM                     |
| SSE electricity supply                        | Discussions continue with landowners and it is hoped that a satisfactory agreement can be reached.   | MM/RB                        |
| Broadband                                     | Following a news story on broadband, South Today were contacted, with a copy sent to the constituency office. Many other providers will only look at schemes where a large number of households sign up to superfast broadband, which will not be a viable option for the Emmington end of the village as there are not enough lines. BT contact details have been provided for direct fibre lines, so this option is being explored and Better Broadband have been contacted again.   | AI                           |
| Grass cutting                                 | It was agreed that the grass cutting should be taken over by the parish council from Highways as the grant covers the cost of the quotation from Chinnor. The grant application to be investigated.<br>Several trees at the roadside on the Stert side of the village are leaning over the road, not helped by the amount of ivy on them. There is risk to overhead wires. This problem and the amount of wood in the roadside verges to be logged on FixMyStreet.<br>There has been a kind offer of volunteer grass cutting for the greens - the mowing requirements to be discussed with Will Munday to agree what should be undertaken by each person. Will Munday to be asked to paint the traffic calming gates white and to repair the fallen gate near Windmill Cottage.<br>Mark Francis to be contacted regarding the promised replacement 30mph roundels. | HM<br><br>HM<br><br>MM<br>DW |
| Sustrans                                      | Jonathan Beale to be asked for an update on the inferred permissive path.  | AI                           |
| Emergency plan and funds for resilience grant | Most of the equipment is on order, and the storage box and road signs are being arranged.<br>The dimensions of the generator were discussed and alternative options are being looked at. If necessary the generator may need to be re-specified with the SSE grant body.   | RB<br><br>DW                 |
| Munday's Charity                              | OALC have confirmed that the gates should be invoiced directly to Munday's Charity.  |                              |
| The Queens's 90th birthday celebrations       | The idea of a picnic and treasure hunt has been well received and there are volunteers to organise the event. Councillor Ian White advised that details regarding a grant for the celebrations would be available soon.  |                              |
| <u>Finance</u>                                | The following items were approved for payment:<br>£180.00 hire of OSR for meetings 2015/16<br>£500.00 annual grant to OSR<br>£88.00 SLCC membership renewal<br>£40.00 OPFA membership renewal<br>£133.07 OALC membership renewal<br>£194.15 Rachel Blake expenses - equipment for emergency box<br><br>It was agreed that the insurance cover be reviewed as the combined liability policy is due for renewal in March.<br><br>The precept has been approved as £9,000 for the year 2016/17. An explanation of the increase to be published.<br><br>An alternative auditor has been found in Chinnor who will complete the audit for a fee of £72 plus VAT. It was agreed that the audit should be transferred due to the reduced fees and mileage expenses required.  | HM<br><br>HM<br><br>HM       |

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|  |  | 40   |
| NatWest Current a/c:<br>b/f £11,893.93   | Payments:<br>£253.74 Clerk's salary<br>£ 3.07 Southern Electricity<br>£200.37 Clerk's expenses<br>£234.00 Heathfield Tree Services - climbing net and fixings<br>£6,000.00 transfer to reserve account<br>£96.00 J M Wallington - hedge and verge cutting<br>£1,000.00 Heathfield Tree Services - final payment for playing field equipment<br>£600.00 Will Munday - grass cutting to village greens and churchyard (o/s)<br>£150.00 Extra cut of churchyard (o/s) | Closing<br>balance at<br>29.02.16<br><br>£4,106.75 |
| Natwest Reserve a/c:<br>b/f £10,745.67   | £6,000.00 Transfer from current account<br>£0.57 Interest received   | £16,746.24   |
| <u>Planning</u>  |  |  |
| P15/S4281/LB   | Coopers Yard, Sydenham Road<br>Two additional windows to the south barn.<br>Minor alterations to a modern shelter to provide a garage space and smaller store rooms; garage doors and stable doors added.<br><i>Permission GRANTED</i>   |  |
| P16/S0358/HH   | 18 Holliers Close<br>Proposed single storey front, side and carport with associated internal and external works (re-submission of approval P15/S2662/HH)<br><i>No strong views</i>   |  |
| P16/S0604/AG   | Copse Farm, Thame Road, Emmington<br>Proposed agricultural building for bulk storage of hay, feed and straw<br><i>No strong views</i>  |  |
| <u>Correspondence</u>  |  |  |
| SODC   | Oxfordshire unitary councils<br>Renaming of Box Tree House<br>Confirmation of precept  |  |
| <u>Any Other Business</u>  |  |  |
| Document review  | The standard documents to be circulated for review prior to the annual meeting.<br>The financial regulations to be updated according to the OALC February update.  | HM   |
| Clerk's appraisal  | An appraisal is booked for next week.  | RB/HM  |
| Clean for the Queen  | The weekend of 4th/5th March will not be practical as the Sunday is Mother's Day, but the campaign continues for the next couple of months. The date of 17th April was agreed.   | HM   |
| There being no other business the meeting closed at 9.40pm.<br>The next meeting will be held on Thursday 7th April in the OSR at 7.30pm. |  |  |

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