

Sydenham Parish Council

Minutes of Parish Council Meeting 7th April 2016

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

<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.	
Improving mobile signal coverage	EE have not yet responded with an update that includes the Emmington end of the village as well as the centre. The Vodafone scheme may open in April.	AI
Neighbourhood Planning	Conflicting advice has been received from Community First Oxfordshire, so clarification is being sought from Charlotte Colver at SODC. More information is required about grant availability and arranging a housing needs survey. SODC are updating their Strategic Housing Land Availability Assessment and are inviting landowners to submit potential sites for development consideration as part of the Local Plan 2031. This information is publicly available and any potential sites in Sydenham could be considered when discussing a Neighbourhood Plan.	HM HM
Speeding	<p>A site meeting has been arranged with Keith Stenning on Friday 15th. This will include discussion about the types of traffic calming that would be suitable in the village and the process by which the parish council can proceed with any scheme chosen.</p> <p>A quote for renewed road markings has been received from Mark Francis and is being considered. OCC are willing to provide 50% of the funding so the cost to the parish council would be £1064 plus a 10% admin charge to OCC which is being queried.</p> <p>The number and severity of potholes between the Stert and Holliers Close has been flagged up to Highways and logged on FixMyStreet. These are being assessed by the Highways team.</p> <p>Mark Francis has agreed to replace the 30mph roundel signs throughout the village and this work is now in hand.</p> <p>The VAS sign on the main road towards Chinnor is no longer working and the cost of repair was discussed versus the benefit of borrowing/buying mobile equipment that records the speed of the traffic and that can be passed to the police. The data can't be used to issue tickets but proves that there is a real speeding issue which the police camera van can then patrol. A joint purchase between several parish councils was discussed.</p> <p>The availability of the SID to be investigated.</p> <p>OALC to be asked about powers of expenditure for traffic calming, road markings and SID purchase.</p>	AI HM
Playing field	A grant application has been submitted for funds to replace the A-frame, the swing frames and the gates to the playing field.	RB

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	It was suggested that some of the 'keep fit' type of equipment for adults be investigated as an option. The cricket club to be asked how the net refurbishment plans are progressing.	02 RB RB
Development of Sydenham Grove	John Howell to be contacted with a view to progressing the plans for this site.	MM
SSE electricity supply	After a site meeting with the SSE engineers a method of underground boring has been suggested that will not disturb the topsoil. This might provide a possible solution to one of the outstanding issues.	MM
Broadband	A resident in Emmington has installed a direct line to his house and is helping the parish council as they look at possible options.	AI
Grass cutting	Keith Stenning to be asked about this at the meeting next week. At last year's meeting of local parishes discussing the devolvment of power from OCC due to budget cuts, it was stated that OCC will only undertake grass cutting where there is a visibility issue, such as at the Emmington junction. Clarification to be sought on what mowing OCC will undertake if the parish council do not take over the contract.	HM
Sustrans	The original path at Henton is being reinstated but the permissive path is being left in place too.	
Emergency plan and funds for resilience grant	The majority of equipment has arrived and is now being stored in the OSR cupboard. The design for the road signs was agreed and these will be ordered. The Emergency Plan has been updated as part of the annual survey, and a revised copy to be issued to the necessary holders. The load required from the generator has been calculated and revised quotes are being obtained for models of a suitable size and manoeuvrability.	RB RB/JP DW
The Queens's 90th birthday celebrations	A treasure hunt is being organised and the details of the grant have been received from SODC.	RB
Document review	The revised Financial Regulations have been circulated and approved.	
Clerk's appraisal	This has been undertaken and the key objectives were highlighted at the meeting. These include protocols for the use of Sydenham Mail, looking at a revised website and possible Facebook page, establishing a process for the village welcome pack and completing a review of the filing cabinet contents. SODC to be contacted regarding the disposal/retention of planning applications.	RB HM
Clean for the Queen	This is set for Sunday 17th April and the litter pickers, vest etc have been booked.	
<u>Finance</u>	The following items were approved for payment: £ 46.26 Rachel Blake expenses - Emergency Plan equipment £150.51 renewal of Osborne combined liability insurance £190.20 HMRC Feb-Apr PAYE £ 25.12 SODC dog hygiene bin emptying 1.10.15-31.3.16 £ 4.49 new website domain £ 59.88 12 month subscription to website development tool The combined liability insurance cover was reviewed in conjunction with the main insurance policy and duly renewed. The annual accounts return for the year ending 31st March 2016 was examined and approved. The Parish Council members acknowledged their responsibility for the preparation of accounts, and confirmed to the best of their knowledge and belief, with respect to the council's accounts for the year ending 31.3.16 that the	

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	points of the Annual Governance Statement had all been completed satisfactorily.	03
NatWest Current a/c: b/f £4,106.75	Payments: £253.74 Clerk's salary £ 3.07 Southern Electricity £600.00 Will Munday - grass cutting to village greens and churchyard £150.00 Extra cut of churchyard £194.15 Rachel Blake expenses for emergency box £133.07 OALC membership subscription £ 88.00 SLCC membership subscription £180.00 Hire of OSR £500.00 Annual grant to OSR £ 40.00 Oxfordshire Playing Fields Association subscription £150.51 Osbornes Insurances - combined liability policy	Closing balance at 31.03.16
Natwest Reserve a/c: b/f £10,746.24	£0.71 Interest received	£1,814.21 £16,746.95
<u>Planning</u>		
P16/S0604/AG	Copse Farm, Thame Road, Emmington Proposed agricultural building for bulk storage of hay, feed and straw <i>SODC gives notice that a formal application for planning permission is not required</i>	
P16/S0003/HH	Little Brays, Kingston Stert Erection of single storey front extension <i>No strong views/no objections</i>	
P16/S0985/HH	16 Holliers Close Single storey side, rear extension and garage conversion <i>No strong views/no objections</i>	
P16/S0894/FUL	Aston Rowant Cricket Club, Chinnor Road, Aston Rowant New replacement pavilion building with new indoor cricket school, new replacement mower and tool store, new main car park and overflow car park, resurfacing of existing car park, relocation of existing 2 flag poles, score box, cricket nets, and installation of two new electronic scoreboards. Removal of four trees, addition of new hedging and tree planting. <i>Recommended for refusal</i>	
P16/S1045/HH and P16/S1046/LB	Manor Farm, Brookstones Rebuilding of existing walls, stabilisation and enhancement of existing structural frame and retention of principle roof structure (with repair as necessary) <i>Recommended for approval</i>	
<u>Correspondence</u>		
SODC OCC	Call for sites - Strategic housing land availability assessment Annual parish survey for emergency planning Public service reorganisation briefing Scope of independent review of unitary options for Oxfordshire Subsidised bus services Public organisation for Oxfordshire	

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<u>Any Other Business</u>		04
Thame children's assessment centre	A query was raised regarding the hedge removal along this site - Cllr Ian White to be contacted.	AI
Footpaths	The TOE2 grant details were not circulated in time for an application to be submitted - the grant body to be asked if the deadline will be extended to allow an application.	JP
<p>There being no other business the meeting closed at 10.00pm. The Annual Meeting will be held on Thursday 5th May in the OSR at 7.30pm, and the Annual Parish Meeting will be held on 12th May in the OSR at 8pm.</p>		

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