

Sydenham Parish Council

Minutes of Annual Meeting of the Parish Council 11th July 2016

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

The meeting was pleased to welcome one member of the public.

<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.	
Neighbourhood Planning	The new SODC plan is out for consultation and the recommendation is that all villages take some of the required housing, with small villages taking a 5% increase on their housing stock. If Sydenham Grove is developed the housing could count towards this allocation. Neighbourhood Plan to be brought to top of agenda after the summer recess. There are already a couple of people interested in joining a steering group.	
Speeding	Lighting is not required for the platforms, which would be located close to Park View and to Box Cottage, equidistant from Slade Farm. These structures would be surfaced in red with clear white markings to the sides to warn of the steep angle. A Sydenham Mail to go out in conjunction with the newsletter update, to ask for feedback from the village.	HM
Playing field	Approval has been given for the tree work to be undertaken. We will hear about the grant decision later in July, so once the situation regarding the play equipment is clear the tree work can be programmed in. The chain from the gate has gone missing – to be searched for or a replacement bought. As in previous years Sydenham Cricket Club have provided a copy of their insurance to be kept on file. This covers use of the practice nets.	RB HM
Development of Sydenham Grove	Further lines of enquiry are being pursued.	MM/AI
SSE electricity supply	Discussions continue for a resolution on the wayleaves.	MM
Broadband	So far there is no update – Better Broadband for Oxfordshire to be contacted regarding the rollout for 2017.	AI
Grass cutting	The verges throughout the village need to be cut – OCC to be contacted to ask when the routine cut is scheduled as they are seriously overgrown. The speeding signs on stakes to be taken in until the verges have been dealt with as they cannot be seen, and also could get damaged during mowing. Slade Farm to be contacted to ask if their subcontractor has a topper and might be able to undertake some cutting for the village. The contractor for Kingston Blount could also be contacted.	AI RB

Signed Date

	The metal roundel signs have been replaced and the village gate by Windmill Cottage repaired. The Fayre committee to be asked about funding to control the verges.	14 AI
Emergency plan and funds for resilience grant	The best storage location for the generator is being discussed with the OSR Committee.	DW
Clerk's appraisal objectives	The planning applications in the filing cabinet have been thinned. The contents of the filing cabinets have been listed, ready to contact the County Record Office to see which records they would like for archiving. The Transparency Grant application has been successful, with funds available to set up a dedicated website and to purchase a laptop and printer for the Parish Council. A Facebook group has been set up for sharing community news and a Sydenham Mail to be sent out about this in conjunction with the next newsletter. Rachel Blake has kindly volunteered her expertise to create and develop the website.	HM RB/HM HM RB
Thame Children's Assessment Centre	The RSPB have advised that not much action can be taken in cases of hedge removal unless there is proof that nesting birds were disturbed. For future reference there is a local police Wildlife Crime Officer to whom breaches of the Wildlife and Countryside Act can be reported to.	
Footpaths, TOE2	Quotes are being sourced and possible other contacts were discussed. Jonathan Beale has advised that OCC are overwhelmed with vegetation control work due to the weather and so the stiles arranged by Munday's Charity have been delayed.	JP
Defibrillator	Community Heartbeat have supplied documents regarding the weekly and monthly checks that are required, and details for the website for registering the information online.	JP
Clerk RFO position	There is a vacancy for this role as the clerk has given notice. An advertisement has been circulated to recruit. The laptop to be purchased with the Transparency Grant will assist with transferring files from the clerk's own computer, which has been used to date. Suggested laptop models have been researched and approval was given to purchase a Lenovo Ideapad 305 with Office 365 software on a yearly subscription. A printer to be chosen by the new clerk to suit. Mandate forms have been obtained from NatWest bank to change the signatories, the account administrator and the online banking. Alison Isherwood to be authorised for online banking until a new clerk is appointed. A handover meeting has been arranged for 26 th July – if there is no one recruited to the post the handover will be made to the Councillors.	AI/RB HM HM/AI All
<u>Finance</u>	The following items were approved for payment: £206.20 PAYE for May-Jul £121.35 Rachel Blake expenses for Queen's birthday £31.51 Clerk's expenses £299.95 Laptop computer £59.95 Annual subscription for Office 365	

Signed Date

		15
<p>NatWest Current a/c: b/f £3,539.35</p> <p>Natwest Reserve a/c: b/f £14,248.32</p>	<p>Payments:</p> <p>£ 253.74 Clerk's salary</p> <p>£ 3.07 Southern Electricity - defibrillator supply</p> <p>Receipts:</p> <p>£ 157.00 SODC grant for the Queen's birthday celebrations</p> <p>£ 40.00 SSE Wayleave payment for BT cabinet on the village green</p> <p>£ 0.59 Interest received</p>	<p>Closing balance at 30.06.16</p> <p>£3,479.54</p> <p>£14,248.91</p>
<p><u>Planning</u></p>		
<p>P16/S2028/HH and P16/S2029/LB</p>	<p>Brook Cottage, Brookstones Demolish existing conservatory and erect single storey rear extension <i>No strong views</i></p>	
<p>P16/S0894/FUL</p>	<p>Aston Rowant Cricket Club New replacement pavilion building with new indoor cricket school, new replacement mower and tool store, new main car park and overflow car park, re-surfacing 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. (As amended to omit the overflow parking provision on Pitch 2) and (as amended to alter the design and siting of the pavilion and indoor cricket school and to alter the internal access and parking provision) Not in keeping, too big for surrounding area, not served by <i>Recommended for refusal</i></p>	
<p>P16/S2240/FUL</p>	<p>Sydenham Grange Farm, Thame Park Road A grain drying and storage facility consisting of a building to house a grain reception pit, loading out area and continuous flow grain dryer; two wet grain hopper silos and four flat bottomed storage silos each with the capacity of 475 tonnes of wheat <i>No strong views</i></p>	
<p>P16/S1100/MPO</p>	<p>Millfield gardens, Sydenham Road Removal of condition 3 (occupancy by persons employed in agriculture) of planning consent SO/N/385/83 dated 12 September 1983 <i>Permission GRANTED</i></p>	
<p>P16/S1585/HH</p>	<p>The Old Sun, Brookstones Demolition of garage, conservatory and lean-to kitchen. Proposed two storey extension and two storey extension including single garage. <i>Permission GRANTED</i></p>	
<p><u>Correspondence</u></p>		
<p>SODC</p>	<p>Towersey Area Designation Notification of proposed works to trees in a conservation area Notice of consultation for new SO Draft Design Guide Supplementary Planning Document</p>	
<p>OCC</p>	<p>Local Plan 2032 preferred options consultation P14/S2411/CC Thame Childrens Centre Next steps following parish and towns meeting Town and parish unitary meeting</p>	

Signed Date

OALC South & Vale TVP Community Heartbeat Home-start	Oxfordshire CC Unitary Proposals Consultation on Culham Science Park being used as location for testing driverless vehicles Summer Town and Parish Forum Police and crime commissioner survey Defibrillator Request for support – donation of £100.00 agreed	16
<u>Any Other Business</u>		
Weeds along road edges	Weedkiller to be applied as before thanks to a volunteer.	
Queen's birthday	Remaining prize items to be used for a game at the Christmas Fayre.	RB
VAS sign on B4445	The sensor on the sign facing Chinnor has slipped, which is why it hasn't been activated by traffic approaching the junction. To be re-fixed if possible.	DW/JP
Date of next meeting	There will be no meeting in August.	
<p style="text-align: center;">There being no other business the meeting closed at 9.35pm. The next meeting will be held on Thursday 1st September in the Old School Room at 7.30pm.</p>		

Signed Date