

Sydenham Parish Council

Minutes of Annual Parish Meeting 6th May 2010

Present: Paul Stancliffe
Roy Harrison
Des O'Flanagan
Alison Isherwood
Janet Potts
Heather Mullins

The meeting was pleased to welcome our District Councillor Dorothy Brown and two members of the public.

<u>Matters Arising</u>		
New Parish Councillor	Janet Potts was welcomed as our new parish councillor following the Parish Council election on 8 th April. The Declaration of acceptance of Office was duly completed and witnessed. There followed a discussion regarding the inclusion of reports from groups within the parish such as Ladybirds, Munday's Charity etc and guest speakers at the Annual Parish Meeting, and the different ways that the APM could be advertised.	
Election of Officers	The officers of the council were elected as follows: Chairman - Paul Stancliffe was proposed by Des O'Flanagan and seconded by Alison Isherwood Vice Chairman - Des O'Flanagan was proposed by Roy Harrison and seconded by Alison Isherwood	
Approval of the 2009 APM minutes	The minutes of the Annual Parish Meeting held on 7 th May 2009 were approved and signed.	
District Council Annual Report	Dorothy Brown gave her annual report (attached) which included the introduction of the new waste system, the Local Development Framework, joint working with the Vale of the White Horse District Council, housing, planning and Council Tax.	
Brookstones pumping station	This was addressed at the SODC scrutiny committee, which David Reid attended on behalf of the Sydenham residents. Thames Water are due to call a meeting at the end of the month to specify their plans for overcoming the leaks identified in the sewers of Kingston Blount and Crowell. The Consumer Council for Water has provided details of a scheme with rates payable to homes affected by internal or external flooding. These details to be copied to the residents affected by the flooding. Donna North from Thames Water has urged residents to record details of flooding incidents so that the company fully understand the history of flooding and recognise the frequency of events. The forms provided by Thames Water to be distributed to residents together with the details from the Consumer Council for Water.	PS PS
Culvert	A response is awaited from Mr Siret at OCC. This to be followed up.	HM
Sustrans & local transport plan	No response has been received from Roger O'Neil requesting that alternative solutions be looked for. A follow up letter to be drafted, as well as another request to Roger Belson to ask for his help on this issue.	DOF DOF
Footpath sign	James brought a full size draft of the map illustration to the meeting and the final layout and content was agreed. The finished map should be ready within a couple of weeks, and can then be photographed and scanned. The idea of supplementary leaflets giving details of the walks was discussed.	

Signed Date

Tree on green	The hornbeam has been planted. Clerk to check previous correspondence with the Tree Officer to see the size this new tree has to achieve before the ash tree can be felled.	HM
Speed	Our PCSO has suggested we look at the Community Speedwatch website, used by neighbourhood action groups. Speed checks can be carried out by a team of volunteers, who would be given training and equipment would be provided. If drivers are caught speeding twice they would receive a letter, and if caught three times their details would be passed to Thames Valley Police and they would be prosecuted. AI to email Jacky Maddon to express our interest in the scheme, and to obtain more details so that an article asking for volunteers can go in the next newsletter.	AI
Dog Waste Bin	The new bin will be delivered tomorrow, and will be located on the post outside the Old Chapel, by the entrance to the field leading to the allotments.	
ORCC review, Community Led Plan	There was discussion based on the parish plan example circulated by DOF. If we proceed with a parish plan, we could decide what the priorities are within Sydenham, eg a conservation area appraisal, speeding issues, and assets such as the village hall. Ideally a steering group of volunteers would be formed, and the plan would be community led. This would empower the village in the decision making process and deciding the priorities. The next step would be to ask the villagers if they think that a Parish Plan would be a good idea. An article to be drafted for the next newsletter to say that there is an opportunity to carry this out, and ask for interested volunteers.	DOF
Grit Bin	The Highways department have now agreed that we can have a green salt bin, to be located at the top of Brookstones against the churchyard wall, between the 'Brookstones' road sign and signpost. The verge will need to be levelled out – HM to obtain the dimensions of the bin. The bin will have to have fluorescent strips fitted to enable the salt lorry to easily locate it on their filling trips which are made overnight, and usually in bad weather.	HM
Ditching	No progress – b/fwd	
Road sweeping	The road sweeper has been out, but ideally the weeds in the verges still need to be loosened with a spade prior to the next visit. HM to contact the team and ask for this to be done before the fayre. The schedule to be clarified and prior warning to be requested.	HM
Village Website	The example of the Checkendon website as discussed. HM will soon be learning how to upload the minutes.	HM
Post Boxes	The complaint has been logged as a priority, and an update should be received shortly.	
<u>Finance</u>	<p>The annual accounts return for the year ending 31st March 2010 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 31.3.10 that the points of the Annual Governance Statement had all been completed satisfactorily.</p> <p>Roger Symes is willing to undertake the forthcoming audit, the date of which has been set at 30th June. The insurance renewal needs to be revised to include the goalposts in the playing field and to ensure that the information kiosk is covered for liability.</p> <p>The following items have been authorised for payment: £1,894.00 Fixed and Fitted – OSR expenditure – cupboards, guttering and fascias £693.31 Aon insurance renewal, plus extra premium for revised cover £314.68 Mark Kermack expenses – OSR expenditure</p>	<p>HM</p> <p>HM</p>

Signed Date

£406.32 Cutting Edge – OSR refurbishment, kitchen equipment		
Natwest Current a/c: b/f £9,024.26	<p>Payments:</p> <p>£138.60 Clerk's salary £52.00 Spruced Up – hornbeam tree for village green £4000.00 transfer to reserve account £130.30 OALC subscription £44.54 SODC dog hygiene bin emptying £215 M P Printing – newsletter £29.96 reimburse R Harrison for playing field materials £6.49 reimburse R Harrison for playing field materials £4.71 reimburse R Harrison for bags for village cleanup £5.58 reimburse P Stancliffe for printing paper</p> <p>Receipts:</p> <p>£4000.00 precept part 1 £74.00 newsletter advertising</p>	<p>Closing balance at 30.4.10</p> <p>£8,471.08</p>
Natwest Reserve a/c b/f £7,723.98	£4000.00 received from current account	£11,723.98
<u>Planning</u>	SODC Planning meetings will take place on 19 th May and 23 rd June	
P10/E0577	<p>Blagons Cottage, 5 The Green Replacement rear conservatory and insertion of high level window in side wall. <i>No strong views</i></p> <p>The enforcement team report that the windows at Box Cottages are to be returned to the style in situ at the time of listing.</p>	
<u>Correspondence</u>		
ORCC	<p>ORCC review Oxfordshire Nature Conservation forum – biodiversity news OCC – home 2 school Aon renewal documentation BDO Stoy Hayward – audit documentation</p>	<p>DOF RH AI HM HM</p>
<u>Any Other Business</u>		
OSR rubbish bins	The location of the bins has been queried, with the suggestion that they be kept at the side of the building instead of on the entrance path. This query to be referred to the OSR committee.	
Risk Assessment	The annual review of this is now due – HM to co-ordinate with RH and DOF	HM
Flosacks	A firm who manufacture a new type of flood defence have sent information about flosacks – a type of sandbag that soaks up and holds back floodwater. Information to be copied to the residents of Brookstones, Windmill Cottage and Park House affected by flooding	PS
<p>There being no other business the meeting closed at 10.25pm. The next meeting to be held on 27th May in the OSR.</p>		

Signed Date