



# Swyncombe Parish Council

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## Minutes of the Annual Meeting of the Swyncombe Parish Council Held on Monday 26<sup>th</sup> April 2021 at 7.40pm

**Present:**

**Councillors:**

Liz Longley (EL) - Chair  
Peter Green (PG) – Vice-Chair  
Peter Willis Fleming (PWF)  
Tracey Taverner (TT)  
Sam Fielden (SF)

**Officer:**

Kristina Tynan (KT)

**Members of the Public:**

Mark Allison, David Crowther (7.15pm)

18/21 Apologies for absence  
There were none.

19/21 Chairman's Remarks  
There were none.

20/21 To receive Declarations of Interest  
There were none notified

21/21 Minutes of the Swyncombe Parish Council Meeting held on 1/3/21 be signed as a correct record  
**Resolved:** That the minutes from the above meetings are a correct record of this meeting and that they be signed by the Chairman when possible.

22/21 Matters arising from the Minutes/Previous Actions  
None other than Agenda items.

23/21 To receive reports from:  
1. **District Councillor**  
2. **County Councillor** – PWF said that he had read the report from Steve Harrod and said that OCC have done a good job in terms of the OCC Budget.  
3. **Thames Valley Police**  
4. **Cricket Club**  
**Painting of Outside of Pavilion**  
**Resolved:** That this work is paid for out of the Covid 19 grant allocation.

Reports were given at the earlier Annual Parish Meeting.

24/21 Financial Matters: To approve the list of Payments  
1. **To receive the Balance of Accounts and Budget Update for 2021/2022** – This will be updated and sent out after the end of June so there will be a quarter of the year's information. It was noted that we will earmark some funds in case of a problem with Travellers. It was also noted that we need a line item for moving the SID and installing it in the different locations.

## 2. To approve the list of Payments

**Resolved:** That the following list of payments be agreed.

Date	To Whom		CHQ No	Incl VAT	VAT	Excl VAT
26/03/2021	Norton	Virus Protection	671	74.99	12.5	62.49
26/03/2021	OALC	Annual Subscription	672	120	20	100
26/03/2021	Liz Longley	Box for Cables Domain Name 2	673	10.99		10.99
26/03/2021	Go Daddy	years Quarter Salary Sept-	674	38.69	6.45	32.24
28/03/2021	K Tynan	Dec	676	304.20		304.20
28/03/2021	HMRC	NI and Tax	677	76.00		76.00
07/04/2021	Liz Longley	Item for SID	678	12.99		12.99
07/04/2021	Liz Longley		679	306.00		
	Cancelled		680			
26/04/2021	Cricket Club	Maintenance Grant	681	500.00		500.00
26/04/2021	Comet Bus	Annual Grant	682	208.00		208.00
	<b>Totals</b>			<b>1651.86</b>	<b>38.95</b>	<b>1306.91</b>

## 4. Swyncombe Parish Clerk Pension Scheme – PG

**Resolved:** That we set up a pension with NEST for the Clerk. KT and PG to do this.

## 5. Comet Shopping Bus – Consideration of allocation of funding extra bus journeys

PWF reported that this has restarted, and he has received the schedule of service and asked that this be put on the website. He said that he has been asked for a view on carrying out some extra journeys which would have a cost to SPC of £101.40.

**Resolved:** That we give an extra contribution subject to all parishes contributing on a pro-rata basis.

## 25/21 Planning Matters -EL

**Grove Farm** – SODC have refused this application for a hotel.

**Jo-Jo's Vineyard** – SODC should be making a decision on this by the 30/4/2021.

It was noted that we should keep in mind light pollution and dark skies when considering applications. PWF stated that he had noted in an article in the Henley Standard that we have glow worms in our area.

## 26/21 Highway Issues SF

### 1. **Traffic Calming and Park Corner.**

It was noted that OCC have now visited Park Corner to look at the various issues and have sorted out the potholes and the issue with parking. There is an issue with drainage at Wildwood and EL will look into this. Discussion took place on the triangle at Park Corner and a suggestion of a kerb around it was mooted and also a No Through Road sign. It was suggested that the residents come up with a proposal and send it to us. It was noted that that GPS systems may be sending vehicles this way and we should look to see if we could do anything about this.

### 2. **Automated Signs (SID)** – Speed Sign Management and appointment of Ollie Brake

SF reported that the SID is now in Cookley Green. The SID will be moved regularly between Cuxham, Watlington and Swyncombe. It will be put up at Park Corner next week.

**Resolved:** That we employ Ollie Brake to move our SID. PG will arrange to download the data and look at it.

27/21 Tasks – Progress reports for any issues should be circulated in advance and discussion will only take part if wider input is needed.

1. **Litterblitz** – EL thanked everyone involved with this last weekend. SF was thanked for the use of his trailer and KT for organising the equipment.

2 **Instalcom and Tree Damage on Cookley Green** - Under review with Tree Officers from SODC, OCC and Arboriculturist Consultant. Way forward to be decided shortly.

3. **Bonfire Night Report** – EL reported that there is a meeting this week.

4. **Parish Portrait** – PWF said that there is slow progress being made. It is hoped to have it coincide with the Queens Platinum Anniversary.

5. **SPC Land to be registered** – We now have the documents from Julia. Peter Green has kindly agreed to scan them in, more to follow.

6. **Signatories on Accounts and Internet Banking** – on going

7. **Community Emergency Plan** – The Clerk is working on this and it will be a joint one with Pishill.

8. **Internal Audit Checklist** – EL, PG and KT have had a meeting on this and a number of points were discussed and KT to look at anything that can be implemented.

9. **Website** – KT to update this. TT to update on the Five Horseshoes piece. PWF to look at the piece on St Botolph's.

10. **Oxfordshire Open Thoughts Oxfordshire Plan 2050** – on-going

11. **Training Sessions** – EL and PG are booked on Councillor Fundamentals on 24 Aug 2021

12. **Park Corner Signpost and other Highway Issues**

**Fingerpost** – Awaiting a quote for refurbishment – KT to chase. It was also agreed to look at what cost a new one would be.

28/21 Correspondence

There was none that needed discussion.

29/21 Date of Next Meeting

**Monday 7<sup>th</sup> June 2021 – AUDIT ONLY meeting. Time to be agreed.**

30/21 Other Matters for Discussion at the discretion of Chair

*To note any other matters raised by Members of the Council*

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.25PM**