

Sibford Ferris Parish Council

Minutes of the Parish Council meeting

Sports Hall classroom, Sibford School

9th September 2013 – 7.45pm

Present at the meeting were Joanne Connor, Maureen Hicks, Adrian Lamb, Peter Robinson, Vanessa Briggs, Cllr George Reynolds, Bruce Petter (Parochial Church Council) and one member of the public.

Apologies were received from Tim Huckvale.

There were no declarations of interest from the Councillors.

The Minutes were agreed as being a true and accurate representation of the Parish Council Meeting held on 24th June 2013.

Matters arising from previous meeting held on 24th June 2013:

2/12 - Ongoing – Affordable Housing – Tom McCulloch confirmed that the plans would be drawn up and finalised in September. A meeting would then be arranged to discuss the plans, with the Parish Council, before applying for planning permission. Cllr George Reynolds said to be aware as there have been changes recently at Cherwell District Council regarding the allocation policy and rural exception allocation policy.

2/13 - Outstanding – Broadband – The decision had been announced that Sibford Gower would benefit from the upgrade but Burdrop and Sibford Ferris would not. Cllr George Reynolds confirmed that there was a possibility that Cherwell District Council may make a contribution to fibre optics being laid to the edge of villages that had not benefited from the upgrade. There would be no difference in the price paid by consumers as the packages offered were not dependent on whether faster speed broadband was received.

3/13- Ongoing - New Fitness Equipment at MUGA - MH had applied for an Awards for All grant on behalf of the Parish Council but unfortunately had recently received confirmation that this had not been successful. There was a general discussion as to whether or not a start should be made on the project, possibly installing two or three pieces of equipment. However, it was agreed this may not be beneficial in respect of any future grant applications. Cllr George Reynolds asked whether an application had been made to Oxfordshire County Council for a grant of £1000, details of which he had recently forwarded. It was confirmed that no action had yet been taken. MH mentioned that she had found the Robin Greeves Foundation which covered Oxon, Bucks and Berks although she had not been successful in making contact due to the summer break. It was agreed that the sub group would meet to discuss the way forward with the project at 11.30am on 17th September 2013.

4/13- Ongoing – Inter Parish Meetings – The matters arising from the meeting on 8th July were discussed as follows:-

- Complaints Procedure - VB had received confirmation that if a complaint is made about an individual Parish Councillor under the Code of Conduct this will go directly to the District Council. If a complaint is made about a member of staff then the Council should use their own disciplinary procedure. If a complaint is made about the Council (not an individual) then this is dealt with through the Council's own complaints procedure. It was agreed that the Parish Council would adopt the NALC's complaints procedure for this purpose and then, should a complaint be made it will be dealt with under the most current procedure.
- Defibrillators - PR indicated that he should declare an interest in this matter. There was discussion about the need for a defibrillator in the village and if we had one it would be based at Sibford School. The School had raised some money but did not have sufficient funds to buy a new one. The cost of a defibrillator is approximately £1600 plus VAT. The need for a defibrillator for the School is questionable as they are mainly beneficial for the over 60's. PR is monitoring the British Heart Foundation as they, from time to time, have promotions on towards the cost of a defibrillator.

Rather than a community defibrillator, Epwell has a Community First Responders team whereby volunteers are trained and supported by the NHS. The NHS provides other equipment as well as a defibrillator; there is always a responding team on call with the kit; patients and their attendants don't need to know about the service – they just call 999. Epwell felt rather than other villages providing volunteers to join the Epwell team it would be better if each village had its own response team.

It was agreed that this be put on the Agenda for our next Annual Parish Meeting for discussion.

- Secret Ballots - This was discussed and it was agreed any vote should be not be in secret.

The next Inter Parish Meeting was provisionally arranged for 13th January 2014.

9/13- Closed - Vandalised Digger – AL confirmed that the digger handle would be replaced shortly and the matter should be closed.

12/13 – Ongoing – Wheathills – No changes had occurred and it appeared that the land was still being used for the storage of unused vehicles. It was agreed that AL would find out when the trustees were next scheduled to meet.

13/13 – Ongoing – Sibford Hall, Walford Road – VB had heard from Cherwell District Council that they had spoken to the builder on site who had confirmed that approx one third of the spoil would be removed and the rest would be spread over the land, without visual harm to the landscape and its surroundings and without the need for planning permission. Cherwell District Council confirmed they would be closing the case. The wall had also now been repaired.

There was some general discussion about the way the spoil would be spread. It was accepted that the proposal to spread was within planning but we would keep an eye on it. Whilst on the topic of planning Cllr GR informed the meeting that there was a new rule in villages and conservation areas enabling local authorities to place an Article 4 direction on a whole village, which would restrict permitted development rights. This would mean that permission would be required to carry out works that without the Article 4 direction would not have been needed, for example residents who wish to replace their gutters or windows would need to seek permission. It would be a free service.

14/13 – Closed – Clearing of Gullies – The gullies had been cleared.

15/13- Closed – Receipt of e-mails, Cherwell District Council - Garath Jones, IT manager had confirmed that VB's e-mails had been automatically blocked due to the problems with BT yahoo, but have now been unblocked.

17/13 – Ongoing – Free school Transport – This has now been deferred until September. Cllr George Reynolds understood that it was going back to cabinet officers to prepare and put forward an informed consultation. It would also go back to the bus companies to renegotiate.

Annual Playground Inspection

Apart from the damaged handle on the digger no further action was required. The invoice had been paid and the matter could be closed.

Community Emergency Planning

TH had proposed via e-mail that the survey be sent back confirming that the Parish Council would like to go forward with preparing an emergency plan and that TH would deal with it. In his absence it was agreed that it be carried forward to the next meeting.

Bishop Blaize

The Appeal by Mr & Mrs Noquet, 12/000678/F, relating to change of use of a vacant public house to C3 residential was dismissed by the Inspectorate.

The following application had been withdrawn:-

13/00743/F: Erection of two new dwellings: Land to the east and adjacent to Bishops End Burdrop OX15 5RQ

The following application was refused and now an appeal has been lodged against the decision:

13/00808/CLUE: Certificate of Lawful Use Existing: Change of use from A4 to A1

There was some discussion regarding the opening hours of the public house. The question was raised by PR that if the public house is opening for business are all environmental health requirements being met, such as provision of toilets and who is checking to make sure that fire regulations and insurance provisions are in order?

Closure of the Churchyard

Bruce Petter reported to the meeting that Notice of the Closure was to be put in the October issue of the Sibford Scene. AL suggested that it is put on the notice board. The cost to place the Notice in the Banbury Guardian was £1000 and there was no guarantee that the residents would see it.

Bruce Petter thanked the Parish Council for its proposals. The Parochial Church Council had agreed to the proposals. Sibford Gower agreed to the proposals as constituted. They were approved on the basis of equally sharing the cost of the necessary works. It was proposed that a joint committee would be set up with representatives from both Parish Councils and one member of the Church, as with the new burial ground.

From the schedule of necessary works the mowing and strimming of grass, pruning and maintenance of trees and boundary walls and maintenance of the fences and paths would be the responsibility of Sibford Gower Parish Council. The monuments and gravestones would be the responsibility of the Parochial Church Council. The wildflower area would be reseeded and marked and the cutting of it would be agreed by the new committee.

Bruce Petter was grateful to Hook Norton Parish for their advice. Bruce Petter was proposing to produce a map outlining the wildflower area and also showing work to be done and to what standard.

Joanne Connor thanked Bruce Petter for all his hard work and commended him for making such good progress.

Bruce Petter was going to go out to tender and a specification would be drawn up with the different options and variants. He would then inform the Parish Council when the tenders were received.

Correspondence

Letter dated 1st August 2013 from BDO - Completion of the Audit. The audit had now been completed and it was agreed that we should wait for the auditors to submit the correct invoice before making any payment. Notice would be placed on the notice board for 14 days.

E-mail dated 18th August 2013 from Cllr George Reynolds re Community Grants and highways fund. This was noted.

Letter dated 23rd August 2013 from Big Lottery Fund. This was discussed earlier under new fitness equipment at the MUGA.

Finance

Payments

15/7/13 - Cheque No 100596 – £60.00 - Sue Rowley, Internal audit fee
15/7/13 – Cheque No 100597 – £61.56 - John Hicks, Annual Playground Inspection
9/9/13- Cheque No 100598 – £9.60 - Vanessa Briggs, Postage

Receipts

7/8/13 - £191.89 – VAT repayment.

11/13 – Closed - Insurance cover Came and Company.

16/13 – Annual Return was approved and accepted by the Parish Council.

18/13 – NALC Salary Awards – AL suggested and it was agreed that VB should look and the new rates and compare this with her current rate of pay and report back whether she considers it should be reviewed.

19/13 – Transfer of Funds – There was a discussion as to whether all the funds in the Business Saver account should be moved over to the Community Account. It was agreed that some money should stay in the Business Saver as credits are made to this account from Cherwell District Council. It was agreed that £5000 should be transferred.

Planning:

Dismissed 12/000678/F
Appeal by Mr & Mrs Noquet
Bishops End, Burdrop, Banbury
Change of use of a vacant public house to C3 residential

Granted– 13/00134/TCA
Notice of Intent to Undertake Tree Works
Mrs Sian Stokes
The Small House, Small House, Sibford Ferris

Granted 13/01006/F
Planning Application for single storey rear extension
Mr P and Mrs A Spencer
Swallows Cottage, 2 Folly Court, Sibford Ferris

Granted 13/00207/TCA
Notice of Intent to Undertake Tree Works
Mr John Hartree
Stables Cottage, Main Street, Sibford Ferris

13/00781/F Mr G Noquet
Change of use of a redundant barn/store
into a 1 bedroom self-contained holiday let cottage

Any other business:

AL mentioned the degree to which hedges are maintained and a concern over the lack of maintenance.

VB asked if she should list all correspondence as the majority is now received by e-mail. It was agreed that only e-mails from Oxfordshire County Council and Cherwell District Council should be listed together with any letter received in the post.

Anita Spencer, former clerk, arrived just before the close of the meeting to hand over the playarea lease and other supporting documents. She also referred to the poor condition of the footpath known as Coffin Walk in Burdrop. AL said she could contact Oxfordshire County Council or Peter Hardman, SGPC.

Future meeting dates:

Next Parish Council Meeting – 11th November 2013 – 7.45pm

Following meeting – 13th January 2014 – 7.45pm

There being no further business to discuss the Chair thanked those present for attending and the meeting was closed at 9.15pm.