

## **SIBFORD FERRIS PARISH COUNCIL**

### **Minutes of Meeting held Monday, 17 March 2014 in the Sports Hall Classroom, Sibford School**

**Present** at the meeting were Maureen Hicks (Deputy Chairman), Tim Huckvale, Adrian Lamb, Peter Robinson (Councillors), Vanessa Briggs (Clerk), Anita Spencer, George Reynolds (County and District Councillor) and Oswyn Murray (Chairman, Sibford Gower Parish Council)

**Apologies** were received from the Chairman, Joanne Connor and Maureen Hicks took the Chair for the meeting.

**Declarations of Interest:** None were declared.

**Minutes of the previous meeting:** The minutes of the meeting held 13 January 2014 were agreed by the members and signed by the Deputy Chairman.

#### **Matters arising from the previous meeting:**

##### **02/12 Ongoing – Affordable Housing**

MH reported there had been a revised proposal of 2 x 1 bedroom house, 2 x 2 bedroom houses, all at affordable rent, 2 x 2 bedroom shared ownership houses and two open market houses. A plan was awaited so that the proposal could be considered. *Allotments* Interest in the allotments needed to be gauged. If this option was taken up, those interested would have to form an allotment group to manage the land and draw up a constitution. As both Sibford Ferris and Sibford Gower Parish Councils were offering or planning to offer space for allotments, it was agreed that a joint notice would be put in the Sibford Scene asking for declarations of interest, with the possibility of running the allotments jointly if there were sufficient takers from both parishes. MH agreed to draft a notice and would send this to OM for publication in the Sibford Scene. AL was waiting to hear from the organizer of the Tadmarton allotments. *Community Area* There had been no clarification from the developers as to what the basis for the transfer of land would be. Before any further discussions on how to develop the land took place, it would be necessary to know whether the land would have to be purchased as there were no funds available for this. PR had spoken to his contact at Merton Parish Council about their community land, but felt it was not a comparable situation as theirs was low-maintenance woodland. MH

##### **2/13 Ongoing – Broadband**

TH reported that the roll-out of superfast broadband to selected rural areas had begun, although there was no new information on when it would be available at Swalcliffe exchange or which parishes it would cover. Stuart Phipps of Adderbury had been elected as a “champions’ champion” to liaise with BT and Oxfordshire County Council, and TH had put a request to Tony More, the local champion, to ask him if Sibford Ferris might gain improved broadband speed, even if it did not benefit from the superfast broadband.

TH

### **3/13 Ongoing – New Fitness Equipment at the MUGA**

AL reported that the four pieces of equipment expected this week had not yet arrived. The fifth item would be sent later as it was being redesigned. It was agreed members needed to consider the layout of the pieces and AL would email when they arrived. AL would ascertain the type of base required for the pieces and would then liaise with PR to organize their installation. VB would contact John Hicks about an annual inspection. (See also *Insurance*.)

AL/VB

### **4/13 Ongoing – Inter Parish Meeting**

MH reported from the last meeting that any decisions made by email between parish council meetings should be minuted at the next meeting. VB asked and it was agreed also that any decisions that it was decided needed to be made between meetings should be minuted.

AS

### **12/13 Ongoing – Wheathills – Use of Land**

VB had written to the Trustees about vehicles parked on the land. The matter would be put on the agenda for the Annual Parish Meeting.

AS

### **17/13 Outstanding – Free School Transport**

MH reported that the Oxfordshire County Council cabinet had approved the proposed changes, although there had been some amendments following the consultation. However, MH warned that there were likely to be implications for local schools.

### **22/13 Closed – Community Emergency Planning**

It was agreed to remove this item as it was felt the plans in place, reviewed annually, were sufficient.

### **1/14 Closed – Model Standing Orders**

As this had been dealt with, it was agreed to remove the item.

### **2/14 Closed – Model Publication Scheme**

It was noted that the Scheme was now on the Sibfords Website and the item was closed.

### **3/14 Outstanding – Defibrillator**

Comments from the doctors at Sibford Surgery had been taken on board and PR and OM were now pursuing a Community First Responders plan, where volunteers would be trained and supported by the NHS, who would supply all necessary equipment, including a defibrillator. OM and PR were meeting with a representative from Epwell to understand the procedures.

PR

### **4/14 Closed – Street light repairs**

AL reported that the street light on the Hook Norton Road that had been faulty had been repaired. This item would, therefore, now be closed.

### **5/14 Outstanding – Broken notice board**

AL would attend to this.

AL

### **6/14 Outstanding – Badger Setts at Solar Farm**

AL reported that badgers did not appear to need the badger gates as he had seen evidence that they had dug their way under the fencing.

### **7/14 Closed – Tree works at the Small House**

The work on the overhanging branches and the hedge had been done; this item would, therefore, be closed.

### **8/14 Ongoing - Closure of Churchyard**

There had not yet been any official notification of the closure. Grass cutting would start in April.

### **9/14 Temple Mill**

The traffic difficulties at Temple Mill were discussed. It was agreed that the Sibford Ferris Parish Council would await formal notification from Sibford Gower Parish Council before an approach was made to the County Council to have a meeting and consider any options that may be available. GR considered that a priority system would not be allowed because of the sharpness of the bend and lack of vision from either side. It was felt that an increase in traffic using this route had exacerbated the problem. AS

### **10/14 Community Plan Review**

Richard Hartree had requested that both Parish Councils comment on the Review and OM suggested that this was done jointly. It was agreed that MH would send a note to OM on the efforts of Sibford Ferris Parish Council to be “green” in respect of the support of the planning application for the solar farm, which OM would send on to RH. VB proposed to send the review to JC to give her the opportunity to add comments, should she wish to do so.

MH/VB

### **10.1/14 Report of the Parish Remuneration Panel**

It was agreed that the members would not receive any expenses and that this fact would be reported at the Annual Parish Meeting to ensure that the position was made clear to the Parish. AS

### **11/14 Elections 2014**

VB had attended a workshop on the Parish Council Elections and had circulated a summary of procedures to members. VB reminded members that nomination papers had to be delivered to the District Council offices by hand by 4.00pm on 24 April. Withdrawals could be made but only between noon on 28 April and noon on 29 April. VB agreed to send a copy of the workshop notes to GR. VB

### **12/14 Parish Council Insurance Renewal**

VB reported that she required clarification on who would be responsible for insuring the new MUGA equipment before she could obtain a comparative quotation from Zurich, as it may need to be the School. PR agreed to contact the School’s insurers in the first instance and VB would await the outcome of his enquiries before contacting Zurich. VB/AS

### **13/14 Clerk’s Equipment**

Following the agreement to purchase a laptop for the incoming clerk, AS, and research into machine pricing (the average was around £500), it was agreed to accept PR’s kind offer to purchase a machine, complete with software and support, which he would then invoice to the Parish Council. AS would use her own printer but would claim for supplies as appropriate. It was confirmed that VB would continue as Clerk until 31 March, and AS would produce the minutes of the meeting and complete the transition within the next two weeks. PR/AS

## **Correspondence**

22/1/14 email OCC re Consultation draft rights of way Management  
19/2/14 email OALC re Draft regulations Openness of Local Government bodies draft regulations  
20/2/14 email OCC re Consultation on draft Oxfordshire Minerals and Waste Local Plan: Core Strategy  
21/2/14 email CDC re electoral review of Cherwell  
12/3/14 email OALC re financial briefings

## **Finance**

### **Payments**

The following payments were approved and signed:

17/3/14 – Cheque no 100605 – Sibford Village Hall, annual payment - £300.00  
17/3/14 – Cheque no 100606 – CAB Banbury, annual payment - £25.00  
17/3/14 – Cheque no 100607 – Sibford School, annual donation - £20.00  
17/3/14 – Cheque no 100608 – Sibford Scene, annual donation - £25.00  
17/3/14 – Cheque no 100609 – OPFA, annual donation - £10.00  
17/3/14 – Cheque no 100610 – C. Etherington-Smith, electricity - £35.00  
17/3/14 – Cheque no 100611 – Cherwell District Council, Play area lease - £30.00  
17/3/14 – Cheque no 100612 – OALC, annual subscription - £133.07  
17/3/14 – Cheque no 100613 – V Briggs, printer ink - £19.99

### **Receipts**

There were no receipts.

### **Transfer of funds**

It was agreed to transfer funds into the current account when required to cover the fitness equipment, new laptop and Clerk's wages. AL

### **18/13 NALC Salary awards**

It was agreed to increase the Clerk's salary in line with the NALC awards from 6.4.14. Douglas Tonks would be advised of the appointment of the new Clerk. VB

### **14/14 Precept**

The precept request had been submitted and confirmation was awaited.

## **Planning**

### **Permitted**

CDC ref 13/00781/F Appeal Reference APP/C3105/13/2203382  
Appeal following non determination within 8 weeks  
Mr G Noquet, Bishop End, Burdrop  
Change of Use of redundant Barn store into 1 bedroom self-contained holiday let

### **Dismissed**

CDC ref 13/00259/ECOU Appeal Reference APP/C3105/C/13/2207390  
Appeal against alleged breach of planning control

Mr G Noquet, Bishop End, Burdrop  
Without permission the change of use of the land for storage of a mobile home

### **15/14 Bishop Blaize**

OM gave a brief update on the Bishop Blaize planning applications and appeals.

### **Any Other Business**

**15/14** TH had been notified that the two playhouses at the Cotswold Close Play Area had holes in. AL agreed to carry out repairs. AL

**16/14** MH reported on the Oxfordshire Hospitals Trust meeting on the removal of emergency abdominal surgery from the Horton and believed that there was support for the area from the Trust. GR reported that, whilst the Oxford hospitals were struggling to deal with patients transferred from the Horton, on the positive side, more outpatients services were available now at Banbury and initial assessment procedures were being improved. Communication from the Trust also could be improved, although there were more meetings planned for Banbury so interested parties would not need to travel so far.

**17/14** MH reported that she was looking for historical information on the villages relating to the period 1914 to 1918 and had not been able to find parish council minutes at the Oxford Records Office. AL confirmed that Sibford Ferris still had a parish meeting at that time, which would only have met twice a year; no one present could advise where the meeting records were. The oldest minute book in the Clerk's possession dated back to the 1960's and it was agreed that MH would take these to the Records Office for safekeeping. MH

### **Date of Next Meeting**

The next meeting would be the Annual Parish Council Meeting on Monday, 2 June. The date for the Annual Parish Meeting would be agreed at the APCM, which, due to the forthcoming elections, would have to take place between 26 May and 31 July.

The meeting closed at 9.30pm.