

SIBFORD FERRIS PARISH COUNCIL

Minutes of Parish Council Meeting held Monday, 4 July 2016 at 7.45pm in the Sports Hall Classroom, Sibford School

Present at the meeting were: Councillors Tim Huckvale (Chair), Maureen Hicks (Vice-Chair), Ginny Bennett and Adrian Lamb, Anita Spencer (Clerk), and two members of the public (until item 109/16)

The Chair read out a statement on the recording of meetings.

Apologies – apologies were received and accepted from Cllr Peter Robinson. County and District Cllr George Reynolds was unable to attend due to prior engagements.

Declarations of Interest: None was declared against the items on the agenda.

Minutes of the previous meeting: the minutes of the annual parish council meeting of 16 May were agreed and signed by the Chair as an accurate record.

Matters arising from the previous meeting:

2/13 Ongoing – Superfast broadband for Sibford Ferris

TH advised that the latest estimated date for provision of superfast broadband was towards the end of 2017.

18/14 Ongoing – Affordable housing/Amenity land/TOE2 funding

MH reported there had been no further news.

19/14 Ongoing – Fitness equipment

John Hicks had carried out the annual inspection and no significant issues had been reported. Advice had been received from Wicksteed of two incidents of finger-trapping on a Xerscape Surfer similar to the one in Sibford Ferris, involving two children who were below the minimum age for the equipment on which the rubber stoppers were absent. It was noted that the surfer in Sibford Ferris was checked regularly, including the state of the stoppers, and it was agreed the risk was low. It was agreed to ask PR to update the risk assessment in line with this finding.

PR
AS

20/14 Ongoing – Cotswold Close play area

John Hicks had carried out the annual inspection and no significant issues had been reported. AS agreed to apply a small amount of the wood cleaning product when weather permitted to assess its effectiveness. AS was asked to chase CDC concerning the cars permanently parked adjacent to the play area. It was noted that the trees were still to be cut back but agreed that this could not be actioned until after bird-nesting season.

AS
AS
PR

30/14 Outstanding – Damaged bench on Hook Norton Road

AL would attend to repairs to the bench.

AL

31/14 Outstanding – Douglas Tonks

There had been no further news on the complaint to HMRC.

76/15 Outstanding – Consultation on proposed changes to subsidised bus services and Dial-a-Ride

It was noted that the changes to the 50A timetable had taken place, with Johnsons taking over the service. AS had asked Warwickshire County Council whether the first bus of the day could be run 30 minutes later than currently timetabled but had been advised that for economic reasons this was not possible. This item could now be closed.

106/15 Outstanding – Assets of Community Value

TH reported that a public meeting had been held on 20 June to discuss how the Bishop Blaize could be secured for the community, should the opportunity arise, and for what purpose. The meeting had been well attended and a planning group had been formed which would meet in September for initial discussions. A number of uses for the building had been suggested at the meeting.

016/16 Outstanding - Celebrations for the Queen's 90th Birthday

MH and TH confirmed that the End of Grant Form had been completed and sent to CDC. This item could now be closed.

019/16 Outstanding - Revised Publication Scheme

TH would draft a Scheme for consideration by members.

TH

020/16 Outstanding - Footpath sign at the Brambles, Woodway Road

It was agreed to retain this item until the sign had been replaced.

AS

054/16 Outstanding – Possible speed sign collaboration with neighbouring parishes

AS reported that she had made contact with Cllr Victoria Taylor of Swalcliffe Parish Council. Cllr Taylor would send information on a possible speed sign and details of any proposals for sharing.

AS

055/16 Outstanding – Parish Liaison Meeting 8 June

TH and GB had attended the meeting. TH reported that they had learned at the meeting that the CDC website was to be improved; the planning department was now fully staffed; the planning website included the ability to register for Public Access which would be of use to parish councils. This item could now be closed.

AS

056/16 Outstanding – Thames Valley Police request for contact details for emergency planning

The relevant contact details had been forwarded and this item could now be closed.

079/16 Outstanding – Damaged road surface in Main Street and on Mannings Hill by Woodway House

AS had reported the damaged surfaces via FixMyStreet and was asked to also write to the highways department at Oxfordshire County Council to press for action.

AS

080/16 Outstanding- Dilapidated fence on Back Lane

AS had written to the owner of the fence and had received confirmation that the fence would be removed. This item could now be closed.

081/16 Outstanding – Dead cherry tree on Main Street

The cherry tree had been removed but not replaced. AS was asked to report a dead horse chestnut between the School entrance and the Grounds Farm access.

AS

082/16 Report on County Council Unitary Workshop 15 June

TH reported that discussions on the proposed conversion of Oxfordshire to a unitary council were at an early stage and a consultation would follow once firm proposals were in place.

083/16 Horton Hospital review – Keep the Horton General campaign to retain services

It was agreed to write to the relevant authorities in support of maintaining services at the Horton Hospital and AS was asked to draft a letter accordingly and put a notice on the notice board.

AS

Correspondence

084/16 Insurance Renewal

AS confirmed that the renewal documents had been received from Came & Company.

085/16 Closure of Mobile Libraries

It was noted that the mobile library service would cease from 9 September.

086/16 Thames Valley Police Survey

TH agreed to put the survey on the Sibfords website.

TH**087/16 Vegetation growing over footpath on Mannings Hill**

A resident had written about obstructions to the footpath on Mannings Hill and Burdrop Hill. AS had contacted the Clerk of Sibford Gower about Burdrop Hill and OCC about Mannings Hill. It was noted that there was also overgrowth on the road out of the village towards the Elm crossroads. AS was asked to write to the owner to ask for the trees to be cut back.

AS**Finance****088/16 Clerk's Pay**

It was agreed to pay the increased amount in line with the recent NJC pay award, backdated to 1 April. The increase would be £24.96 per annum.

089/16 Bank Transfers

It was noted and agreed that a transfer of £1500 had been made on 20 May. It was agreed to transfer a further £1000 before the next meeting to cover payments.

AS

090/16 Payments made since last meeting: the following payments were noted and agreed:

- 100684 Thomas Fox Landscaping £36.00 mowing at Cotswold Close play area
- 100685 Sibford Village Hall £300.00 grant funding from Cherwell District Council towards Queen's 90th birthday celebrations
- 100686 OALC £78.00 Chairmanship Training for TH 13 July

091/16 Cheques agreed and signed at the meeting

- 100687 John Hicks £112.32 annual inspection of Cotswold Close play area and fitness equipment
- 100688 Oxfordshire Association of Local Councils £3.00 underpayment for Chairmanship training course
- 100689 Thomas Fox Landscaping £54.00 mowing at Cotswold Close play area

092/16 Receipts since last meeting

- 17.05.16 Cherwell District Council £300.00 grant towards Queen's 90th birthday celebrations
- 27.06.16 Sibford Gower Parish Council £33.50 burial ground fee

093/16 Bank reconciliation to 4 July 2016

The bank reconciliation was checked against the payments and receipts records and the bank statements, and was agreed and signed by GB.

094/16 Budget/Actual Comparison to 4 July

The budget/actual comparison sheet was reviewed and no issues were identified.

095/16 Review of Financial Regulations

It was agreed to review the draft Financial Regulations at the end of the meeting.

096/16 Submission of Annual Return to 31 March 2016

AS confirmed that the Annual Return had been sent to the external auditor.

097/16 Exercise of Public Rights 9 June to 20 July 2016

AS confirmed that the exercise of public rights had been completed as required.

Planning**098/16 Planning Applications**

The following planning applications were considered:

- 16/00127/TCA Notice of Intent to undertake works to trees at Applegrove – fell 2 x conifer. No objection.
- 16/01110/F Variation of Condition 9 (Landscaping and Trees) to change wording from 'pre-commencement' to 'prior to occupation' – land adjoining and west of the Small House. No objection.

099/16 16/00944/TEL56 Installation of 1 x 15m lattice tower with 3 antennas, 2 dishes, 2 equipment cabinets and ancillary development within a chain-linked fence enclosure OS Parcel 6176 north west of Elm Farm Sibford Ferris: application withdrawn 9 June.

100/16 Notices of Decision – none received since the last meeting.

101/16 Oxfordshire Countryside Access Forum

A request to consider the preservation and/or enhancement of rights of way when reviewing planning applications was noted.

102/16 Planning Application Neighbour Lists

It was agreed that councillors and the clerk should check that all relevant neighbours were informed of planning applications that might affect their property. TH referred AS to the detailed maps on the district council planning website that would be useful for this purpose.

All

103/16 Phone Mast Sites

The proposal that the parish council could seek out potential sites for a new phone mast was discussed and it was agreed that there were no suitable sites within the parish.

Any Other Business

104/16 The councillors noted that a new editor for the Sibford Scene was being sought.

105/16 TH had been advised that other local parish councils were seeking maintenance of grips to aid drainage and he asked for any feedback from those present on the importance of grips in the parish. It was agreed that the sloping nature of the village roads aided drainage sufficiently outside of the village boundary.

106/16 A comment was made about the use of the raised section of Lanes End junction for car parking. It was agreed to monitor the situation and report back at the next meeting if this was felt to be problematic.

All

107/16 It was noted there was a new planning application for the village on the CDC website, and it was agreed there would, therefore, need to be a planning meeting before the next full meeting of the parish council. It was agreed that the planning sub-committee would be TH, AL and GB.

AS

108/16 It was noted that some information on phone masts had been received from a resident.

109/16 The draft Financial Regulations were reviewed and amended and AS was asked to circulate the revised version to be agreed at the next meeting.

AS

Date of Next Parish Council Meeting

Thursday, 22 September 2016 at 7.45 pm

There being no further business, the meeting closed at 10.00 pm.