

SIBFORD FERRIS PARISH COUNCIL

Minutes of Annual Parish Council Meeting held Thursday, 25 May 2017 at 7.45pm in the Sports Hall Classroom, Sibford School

Present at the meeting were: Councillors Tim Huckvale, Maureen Hicks, Peter Robinson, Ginny Bennett and Adrian Lamb, Anita Spencer (Clerk/RFO), and one member of the public.

Election of Chair and Vice-Chair Tim Huckvale was proposed as Chair by Adrian Lamb and seconded by Maureen Hicks and accepted the election. Maureen Hicks was proposed by Tim Huckvale as Vice-Chair, seconded by Ginny Bennett and accepted the election.

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

Apologies: Councillor Robinson would be late and Councillor Reynolds had sent apologies.

Minutes of the previous meetings: the minutes of the meeting of 13 March were agreed and signed by the Chair as an accurate record.

Matters arising from the previous meeting:

02/13 Ongoing – Superfast broadband for Sibford Ferris

TH reported that new information had disclosed that the superfast upgrade plan for Sibford Ferris would be not be available until the end of the year and that the upgrade itself would not take place until 2018. He advised that he was seeking confirmation on whether Sugarnet’s involvement in broadband provision locally would affect BT’s superfast broadband commitment to Sibford Ferris and would report his findings. Sugarnet had not yet actively marketed their service direct to residents.

TH

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

It was confirmed by councillors that surveyors had been seen on the land on Hook Norton Road but there had been no further contact from potential developers. It was agreed that it was important to know the contents of the delayed Local Plan 2 consultation document.

MH

19/14 Ongoing – Fitness equipment

The annual inspection of the equipment would be carried out in June by John Hicks.

20/14 Ongoing – Cotswold Close play area

AS reported that the wooden fill to the left of the slide on Platform 1 was loose and AL kindly agreed to stabilise the piece. Thanks were expressed to Sibford School for cutting back the trees and vegetation and to the volunteers who had carried out the cleaning operation. AL would repair the rotten sections on Platform 1 as soon as time permitted. The annual inspection would be carried out in June by John Hicks

AL

AL

30/14 Outstanding – Damaged bench on Hook Norton Road

AL would attend to repairs to the bench.

AL

106/15 Outstanding – Assets of Community Value

As there was nothing to report on the registration of the Pheasant Plucker’s Inn as an ACV, it was agreed to close this item.

019/16 Outstanding - Revised Publication Scheme

As this was now in place, the item could be closed.

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

It was agreed to leave this item in place until the sign had been replaced.

054/16 Outstanding – Highways matters

Since the last meeting, the dead horse chestnut tree had been felled and there had been a meeting with Mr Egawhary of Oxfordshire Highways to decide on the white lines that needed repainting. A list had been drawn up and agreed on site. The work would be batched and would be carried out in the autumn.

110/16 Outstanding – Proposals to improve communication with the parish

TH had attended training on Social Media at which 35 parishes had been represented. He would present a paper on the creation of a Facebook page for the parish or community for consideration by councillors, in time for the next meeting.

TH

017/17 Stone Extraction on Hook Norton Road

Councillor Reynolds had confirmed that there was a stop notice in effect on this site as there was no planning permission for the work that was being carried out. It was agreed to close the item.

019/17 Johnsons Coaches Bus Timetables

The Clerk had chased Johnsons for two-way timetables and had been advised the service would be altered from 5 June. Revised timetables would be sent to the Clerk.

AS

025/17 Thames Valley Policing Priorities

Speeding and parking had been confirmed to Thames Valley Police. This item could now be closed.

052/17 Consideration of New Dog Bin on Woodway Road

It was agreed to purchase a bin for installation on the verge by the entrance to the footpath to Temple Mill Road and that the Clerk would research bins for consideration by councillors.

053/17 Proposal for a Village Logo

Following the agreement at the Annual Parish Meeting that students of Sibford School could be asked to create a village logo, TH was to provide PR with a specification.

TH
PR

054/17 Annual Parish Meeting (APM) 8 May

054/17.1 Community First Responder Scheme – GB would be attending a forum organised by the South Central Ambulance Service and would enquire about the status of volunteer training and whether a fixed defibrillator was considered useful before any further action on this item was agreed.

GB

054/17.2 Parking – it was agreed to ask the Thames Valley Police Neighbourhood team to look at the parking issues in the village, particularly on the Hook Norton Road.

AS

054/17.3 Kerbstones at Ferris Court – the kerbstones had been repaired by Oxfordshire Highways and this item could be closed.

GB

054/17.4 Future of the Horton Hospital – GB was asked to provide the important dates relating to the OCCG consultation to TH for inclusion on the village website.

054/17.5 Great Get Together 17 June – it had been decided that there was not sufficient time to organise an event for this year, although it was agreed to consider for a future year, and the item could be closed.

Correspondence

055/17 Cherwell Parish Liaison Meeting 21 June

It was agreed that MH and GB would attend and the Clerk was asked to do the registration.

AS

Councillor Robinson arrived at 8.40 pm.

Finance

056/17 Clerk's Pension

TH had received paperwork relating to the workplace pension scheme but no action was required at the meeting.

057/17 Bank Transfers since the last meeting

A bank transfer of £2,000 on 14 March from the deposit to the current account was noted and agreed.

058/17 Cheques signed since the last meeting to be agreed

- 100706 4.4.17 Mr A Lamb £30.37 for protective equipment for cleaning Cotswold Close play area equipment (2016/17)
- 100707 4.4.17 Mrs A Spencer £33.43 for clerk's expenses (2016/17)
- 100708 4.4.17 Thomas Fox Landscaping £44.40 for mowing at Cotswold Close play area (2016/17)
- 100709 4.4.17 Community First Oxfordshire £55.00 membership (2016/17)
- 100710 8.5.17 Cherwell District Council £30.00 Cotswold Close play area rent
- 100711 8.5.17 Thomas Fox Landscaping £22.20 for mowing at Cotswold Close play area
- 100712 8.5.17 Lamb & Gilkes £408.00 for new bench at Cotswold Close play area

059/17 Cheques agreed and signed at the meeting: None

060/17 Receipts since last meeting noted

- 23.03.17 S Tustain £5.00 rent for Pitch Hill Field 2017/18
- 12.04.17 Cherwell District Council £3,429.00 precept 1st instalment
- 19.04.17 Cherwell District Council £46.24 precept grant

061/17 Bank reconciliation to 31 March 2017

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

062/17 Bank reconciliation to 25 May 2016

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

063/17 Budget/Actual Comparison to 31 March 2017

The budget/actual comparison sheet was reviewed and agreed.

064/17 Budget/Actual Comparison to 25 May 2017

The budget/actual comparison to 25 May included figures from the 2016/17 period and omitted the new play area bench and the RFO was asked to make these corrections and re-publish.

AS

065/17 Explanation of Significant Variances 2016/17 to be agreed

The explanation was reviewed and agreed.

066/17 Review of Registers of Interest

Councillors had reviewed their Registers and amendment required would be made as appropriate.

All

067/17 Insurance Renewal 1 June 2017 for one year

It was agreed to accept the Came & Company recommendation of cover from Inspire for £437.70.

068/17 Internal Audit Report

The Internal Audit Report had been received from Sue Rowley and was reviewed and agreed.

069/17 Fixed Assets Register

The Register was reviewed and it was noted that the removal of the Junior Swing Set at the Cotswold Close Play Area had not been accounted for in the Register submitted for the financial year end and the RFO was asked to amend this figure. The Register to 25 May 2017 reflected the removed swing set and wooden seat and the installation of the new seat at the play area and was agreed.

AS

070/17 Approval of Section 1 of Annual Return 2016/17

The Annual Governance Statement was considered, completed and agreed.

071/17 Approval of Section 2 of the Annual Return 2016/17

The Accounting Statements 2016/17 were reviewed, the fixed assets figure was amended and they were agreed.

Planning

072/17 CDC Consultations: Partial Review of the Cherwell Local Plan (Part 1) and Part 2

The Partial Review was on the agenda for the Parish Liaison Meeting on 21 June. The publication of the Part 2 consultation was not known at the time of the meeting.

073/17 17/00923/F Faraday House, Woodway Road

Demolition of existing garage and separate workshop and erection of new garage and workshop, two-storey extension etc. The application was considered and it was agreed there was no objection.

074/17 Notices of Decision received since the last meeting

- 16/01270/F The Old Court House – permission granted for single storey rear and side extensions, conversion of garage and erection of detached garage.

075/17 Proposals for low cost development on Hook Norton Road

See 18/14 above.

Any Other Business

076/17 Bishop Blaize Update

GB reported that the planning appeal against the District Council refusal of permission for holiday accommodation in the car park had been upheld. In respect of enforcement of the residency rules, Sibford Gower Parish Council (SGPC) had been in correspondence with the District Council and it was resolved to provide support in the form of a letter to the Planning Department. The Clerk was asked to obtain copies of the correspondence between SGPC and the District Council.

AS

Date of Next Meeting

Monday, 3 July 2017

There being no further business, the meeting closed at 9.20 pm.