

# SIBFORD FERRIS PARISH COUNCIL

Meeting of the Parish Council

Thursday, 14 September 2017 at 7.45pm in the Sports Hall Classroom, Sibford School

## A G E N D A

1. Apologies
2. Declarations of Interest
3. Minutes of the previous meeting: 3 July 2017
4. Proposal to support CPR/First Aid training for the Sibfords – to be discussed and action agreed
5. Matters arising from previous meeting
  - Superfast Broadband for Sibford Ferris update
  - Fitness equipment – condition report to be considered and action agreed
  - Cotswold Close Play Area – condition report to be considered and action agreed. Tidy-up held on 11 August to be noted
  - Damaged bench on Hook Norton Road update
  - White line re-painting update
  - Proposals to improve communication with the parish – update
  - Dog waste bin for Woodway Road – order placed on 29 August for £185.65 plus VAT to be noted and procedure for fixing to be agreed
  - Proposal for village logo to be reconsidered
  - Parking problems on Hook Norton Road – update
  - Community transport needs – feedback from notice in Sibford Scene to be received and noted and action agreed
6. Planning
  - Development proposals for Hook Norton Road and public meeting arranged by the developer on 20 September to be noted. Public comments from those unable to attend the developer's meeting to be received.
  - Minutes of Planning Meeting of 13 July to be agreed and signed
  - 17/01737/F Change of use from agricultural to dog day care and extension of existing building on OS Parcel 4702, Hawkes Lane, Sibford Gower to be considered and response agreed
  - MW.0066/17 Land at Belle Isle Farm – application for additional capping to former quarry/refuse tip to be considered and response agreed
  - Notices of decision received since the last meeting to be noted:
    - 17/01087/Q56 Austin Grounds Farm conversion of existing agricultural building and an equal area of land to residential use – permission granted with conditions
    - 17/01359/F April Cottage, Main Street dropped kerb to existing driveway – permission granted with conditions
  - Appeal against refusal of 16/02150/F installation of 21 metre RT Swann Lattice tower on land adj to B4035 18 July to be noted
  - Referral to Cherwell District Council of enquiry from resident re garden clearance at Woodside to be noted
  - Tree Preservation Orders – the need to protect important trees in the parish to be considered
7. Correspondence
  - 7.8.17 NHS England South Central Pharmacy Team by email re controlled Locality Determination – Banbury and surrounding towns, villages and hamlets – response 31 August in support of Burdrop surgery pharmacy to be noted
  - 1.9.17 Email from resident re increase in traffic following closure of Gate Hangs High to Wigginton crossroads to be considered
  - 4.9.17 Cleanslate charity by email request for donation to support victims of abuse to be considered

## 8. Finance

- Clerk's pension – staging date brought forward to 13 July and obligations re auto-enrolment fulfilled to be noted
  - Bank transfers since last meeting – transfer of all funds from deposit to current account on 18 July as agreed at meeting of 3 July to be noted
  - Cheques signed since the last meeting to be agreed:
    - 13.7.17 John Hicks £112.32 for play area inspections
    - 13.7.17 Thomas Fox Landscaping £66.60 for mowing at Cotswold Close Play Area
    - 11.8.17 Sue Rowley £60.00 for internal audit
    - 11.8.17 Thomas Fox Landscaping £44.40 for mowing at Cotswold Close Play Area
  - Payments to be agreed and made at the meeting:
    - Thomas Fox Landscaping £44.40 for mowing at Cotswold Close Play Area (inv. 23043)
    - Mrs A Spencer £1519.91 Clerk's wages April to September 2017
    - Mrs A Spencer £12.48 Stationery
    - Glasdon UK Limited £222.78 "Retriever 35" dog waste bin in green with post fixings
    - Sibford Gower Parish Council £1138.00 for half-share of churchyard and burial ground mowing fees
    - Royal British Legion for Remembrance Day wreath – to be agreed (£50 budgeted)
  - Receipts since last meeting: none
  - Bank reconciliation to 14 September to be agreed
  - Budget/Actual Comparison to 14 September to be agreed
  - Insurance Renewal 1 June 2017 – documentation received on 7 July – to be noted
  - Notice of Conclusion of Audit 2016/17 and completed Annual Return to be agreed
  - VAT return to be noted
  - Confirmation of change of bank details with Cherwell District Council on 18 July to be noted.
9. General Data Protection Regulation to be enforced May 2018 – to note
10. Clerk's Resignation - Clerk's notice of intention to resign and procedure for recruitment of new clerk to be noted, updates received and actions agreed.
11. Any Other Business
12. Date of Next Meeting