

Sibford Gower Parish Council

The council is hereby summoned to an **extraordinary meeting of the Parish Council** to be held on **Wednesday 25th March 2020 at 7:30pm in Sibford Village Hall, Acre Ditch, Sibford Gower, OX15 5RW**

A G E N D A

- 1. Welcome & Introduction**
- 2. Apologies**
- 3. Declaration of Interests on items on the agenda**
- 4. Co-option of new councillor**
- 5. To approve the minutes of the Planning Committee meeting held on 21st January 2020**
- 6. Finance**
 - a) Proposal to add the new clerk (Kirsty Buttle) to the bank mandate as a signatory and allow access to online banking
 - b) Proposal to remove the outgoing clerk (Vanessa Mulley) from the bank mandate once confirmation has been received that the new clerk has access
- 7. Mitigation re COVID-19**
 - a) Proposal to approve a Sibford Gower Parish Council Scheme of Delegation (attached) which gives clarity on what actions can be taken by the clerk outside of meetings including spending between meetings and responding to planning applications
 - b) Agreement to postpone the Annual Parish Meeting scheduled for 5th May and delegate power to the clerk to re-arrange this meeting at a later date taking account of government advice and in consultation with the Chairman
 - c) Agreement to receive and act upon government advice in relation to the Annual Meeting of the Parish Council scheduled for 13th May thereby giving delegated power to the Clerk to make necessary re-arrangements for this meeting in consultation with the Chairman
- 8. Planning applications received**
 - a) 20/00641/F: The Yews, Main Street, Sibford Gower. Raise roof height of bedroom and conservatory; install 10 No solar panels; replace all UPVC windows and doors with timber framed alternatives.
 - b) 20/00672/F and 20/00673/LB: Burdrop Farmhouse, Street Heading North From Acre Ditch, Burdrop. Single storey extension and various internal alterations. New windows and rooflights.
 - c) 20/00736/F: Holly Mount, Main Street, Sibford Gower. Loft conversion, including insertion of two dormer windows in front elevation.

Date of next meeting – 13th May 2019

Please note this may need to be changed due to government advice re COVID-19. Notices will be placed on the parish noticeboard and on the parish council website if this meeting is cancelled.



Signed:

Parish Clerk

Date: 18th March 2020