

Sibford Gower Parish Council
Minutes of the Annual Parish Council Meeting
held in Sibford Gower Endowed Primary School on 3rd June 2013

Present

Parish Cllrs Peter Abbott, Mrs Susan Bannister, Oswyn Murray (Chairman), Alan Parkin and Mrs Gilian Soden,
Seven Local Electors and the Clerk.

Election of Chairman and Vice Chairman

Proposed by Cllr Peter Abbott and seconded by Cllr Gilian Soden, it was resolved that Cllr Oswyn Murray be re-elected as Chairman.

Proposed by Cllr Susan Bannister and seconded by Cllr Alan Parkin, it was resolved that Cllr Peter Abbott be re-elected as Vice Chairman

Minutes

It was proposed by Cllr Peter Abbott and seconded by Cllr Alan Parkin that the Minutes of the Parish Council Meeting held on 14th January 2013 be approved as a correct record and they were then signed by the Chairman.

Matters Arising

Flooded road near The Gate Hangs High: The Clerk reported that Oxfordshire Highways carried out work with a view to prevent future flooding.

Gully clearance Acre Ditch and Hawkes Lane: The Clerk reported that Oxfordshire Highways carried out gully clearance on 4th February.

Obstruction of part of footpath in Colony Road by plants: The Clerk reported that these had been cleared.

Chairman's Report

The Chairman felt that it is good to have a Parish Council Meeting soon after the Annual Parish Meeting so that matters raised at that Meeting may be discussed as promptly as possible.

The Chairman, in the light of current events, recommended that a new standing order be added to the current Parish Council Standing Orders relating to complaints procedures. The other Councillors gave their agreement. The new standing order is shown at the appendix to this Report.

Recently, representatives from our Parish Council met with representatives of neighbouring Parish Councils to discuss common issues and the Chairman asked the Council to approve this initiative. Agreement was given for six monthly meetings.

The Chairman updated the Meeting with regard to steps taken to arrange closer liaison with Sibford Ferris Parish Council. Technical problems have arisen in relation to Annual Parish Meetings in respect of which it was learned that joint meetings are not permitted. The matter is ongoing.

The Meeting was brought up to date as to the current position regarding the impending Closure of the Churchyard. It was agreed that the Parish Council would take on the management of the churchyard only if Sibford Ferris Parish Council was prepared to meet half the costs; otherwise the responsibility would be handed on to Cherwell District Council with a request to apportion a fair division of costs between the two Councils. It was agreed to inform Sibford Ferris Parish Council of this decision.

Matters referred from the Annual Parish Meeting: safety concerns had been raised about the lack of visibility for drivers coming from Bonds End Lane turning right into Main Street due to increased traffic and parking in the area at the junction of Bonds End Lane and Main Street; two incidents had been reported. The Chairman agreed to write to the owners of the cars concerned requesting that they leave enough road space for cars to exit from Bonds End Lane on the correct side of the road, thus giving greater visibility. It was also agreed to arrange a site meeting of concerned residents and representatives from Oxfordshire Highways, to discuss whether traffic calming measures on Main Street could be instituted; residents could if they wished raise other parking issues around the pond area at that meeting.

Financial Matters

Proposed by Cllr Susan Bannister and seconded by Cllr Peter Abbott, the Annual Financial Return for the year ended 31st March 2013 was approved for submission to the External Auditor. Thanks were expressed to Mr David Soden for his role as Internal Auditor.

The Members of the Parish Council acknowledged their responsibility for ensuring that there is a sound system of internal control and that this was exercised during the financial year.

Proposed by Cllr Peter Abbott and seconded by Cllr Gilian Soden it was resolved that approval be given to the following :-

Cheque No. 174 dated 29.01.13 £50.00 f/o ORCC being membership for year commencing 01.04.13 (Retrospectively)

Cheque No.175 dated 21.02.13 £133.07 f/o OALC being subscription for the year 2013 – 2014 (Retrospectively)

Cheque No. 176 dated 13.05.13 £372.34 f/o Aon UK Ltd being annual insurance premium (Retrospectively)

Planning Matters

Since the previous Meeting, the following planning applications had been considered:-

No. 13/00116/F Bishop Blaize, Burdrop G Noquet
Retrospective – New roof to barn; 3 no roof lights and door installed to the upper floor.

The Parish Council's objections to the application were provided to Cherwell District Council.

No. 13/00092/TCA Burdrop Green Street From Hawkes Lane to Street H Pidgeon
Through Burdrop, Burdrop

T1 X Leylandii – Fell
No objections raised

Since the Previous Meeting, the following decisions had been received:-

No. 13/00116/F Bishops End, Burdrop G Noquet
New roof to barn; 3 no roof lights and door installed to the upper floor
Permission for development subject to conditions

No. 13/00092/TCA Burdrop Green Street From Hawkes Lane to Street H. Pidgeon
Through Burdrop, Burdrop

T1 x Leylandii – Fell
Granted

Highway Matters

Cllr Susan Bannister raised two matters about an area in Main Street where it joins Pound Lane/Colony Road.

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Footpath Matters

The muddy condition at times of certain footpaths was raised, as was the fact that clippings from trimmed hedges of properties adjacent to footpaths are sometimes left and not removed from the footpaths. The Clerk was instructed to speak with the Rights of Way Field Officer, Oxfordshire County Council to ascertain what may be done.

Public Participation

No matters were raised.

Any other Matters

No matters were raised which had not been discussed earlier in the Meeting.

Date of Next Meeting

The date of the next Meeting is to be advised.

There being no further business to discuss, the Chairman thanked all present for attending and closed the Meeting at 9.10pm.

APPX

Additions to current Parish Council standing orders:-

All decisions taken by circulation shall be reported and confirmed at the next available Council meeting.

Complaints procedure

All complaints by members of the public against individual councillors or the decisions of the Parish Council shall be addressed in the first instance in writing to the individual concerned or an officer of the Parish Council.

There shall be a duty of providing a written response on the person or officer approached.

If the complainant is not satisfied with the response, they may register a formal complaint to the responsible officer at Cherwell District Council. The complainant should forward both their original complaint and the response they have received.

Oswyn Murray
14th Oct 2013