

**SIBFORD GOWER PARISH COUNCIL**

**Minutes of Annual Parish Council Meeting  
held in Sibford Gower Endowed Primary School on 16<sup>th</sup> June 2011**

**Present:** Parish Cllrs Peter Abbott, Roger Alder, Oswyn Murray and Alan Parkin.  
Four Local Residents and the Clerk.

**Apologies:** An apology was accepted from Cllr Gilian Soden who was prevented from attending because of a family emergency.

**Election of Chairman and Vice Chairman**

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

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

**Minutes**

Proposed by Cllr Peter Abbott and seconded by Cllr Roger Alder, it was resolved that the minutes of the Meeting held on 24<sup>th</sup> March 2011 be approved. They were duly signed by the Chairman.

**Matters arising**

Village Pond: Matters are progressing with a view to the Parish Council's proposed ownership of the Village Pond. The present position is that the solicitor acting for the Council advised that the Land Registry search disclosed that no registration of any kind had been made in respect of the pond or the area immediately adjacent. The next stage is to make application for ownership and he is awaiting the appropriate forms in this regard. He felt that the Parish Council may wish to consider dealing with these. Cllrs Peter Abbott and Roger Alder offered their services in this regard and the Clerk was instructed to pass relevant information to them and to advise the solicitor that the Parish Council will take matters forward.

Holy Trinity Churchyard: It was agreed that a meeting between representatives of the Ferris and the Gower Parish Councils and the Parochial Church Council should be arranged to discuss the maintenance of the Churchyard. Mr Norman Nash (Churchwarden) is to set up the Meeting and the Clerk will advise him that Cllrs Alan Parkin and Peter Abbott will represent the Gower Parish Council

Land adjoining the 'Piggy Path', Burdrop: County and District Cllr George Reynolds had promised to make enquiries regarding the possible future use of the District Council owned land but, so far, there has been no news. As he was not at the Meeting, the Clerk was instructed to ask him to whom enquiry should be made at the District Council as to the possibility of the land being 'gifted' to the Parish Council which may then consider future possible usage.

Conservation Area: The Clerk was instructed to contact Rose Todd of Cherwell District Council to establish the current timetable for a review of the Conservation Area of Sibford Gower and Burdrop.

Speeding: The matter of the apparent excess of the speed limit by cars in Pound Lane and Burdrop was raised with the Police by the Clerk. They advocated that a Village volunteer group be set up to hold speed checks, having previously been trained by the Police. The matter has been referred to the Group that deals with traffic matters within the Sibfords Community Plan.



### **Chairman's Report**

Some matters on which the Chairman was to report were dealt with in the Matters Arising section above.

He reported briefly on the South East Sustainable Tourism Project in respect of which reference is made to AONB (Areas of Outstanding Natural Beauty). On enquiry, he was advised that Sibford Gower and Burdrop fall outside the AONB. This is contrary to information previously received by the Parish Council and the Clerk was instructed to make further enquiries in this regard.

### **Sibfords Community Plan**

Mrs Sue Mattinson presented an update as to progress and this is given at Appx A

### **Clerk's Report**

The Parish Council now has a page on The Sibfords website and thanks are due to Mr Tony More who made all the arrangements and has kindly offered to make amendments to it as and when updating is required.

The Clerk reported on his attendance at the Cherwell Parish Liaison Meeting on 8<sup>th</sup> June. Details of the content of the Meeting will be circulated amongst the Parish Councillors.

The most recent Update for Members of the OALC (Oxfordshire Associations of Local Councils) included an item concerning the proposed abolition of the Code of Conduct to which Councillors have to sign. Councils may consider adopting a voluntary Code of Conduct but this would not impose legal obligations on individual Councillors and because sanctions for their misconduct are limited, and enforceability of sanctions are difficult, the National Association of Local Councils does not recommend that a Parish Council adopts one. Once new legislation is in force, the OALC recommends that a Parish Council withdraws its existing Code of Conduct without replacing it.

### **Financial**

#### Receipts and Payments Account for the Financial Year ended 31<sup>st</sup> March 2011

Proposed by Cllr Peter Abbott and seconded by Cllr Roger Alder, it was resolved that these be duly approved by the Parish Council. The Independent Examination had been carried out by Mr David Soden to whom thanks were extended.

Proposed by Cllr Peter Abbott and seconded by Cllr Roger Alder it was resolved that the under mentioned Annual Return be approved:-

#### Annual Return to the External Auditors for the year ended 31<sup>st</sup> March 2011

Section 1. Accounting Statements

Section 2. Annual Governance Statement

Section 4. Annual Internal Audit Report: The Internal Audit had been carried out by Mr David Soden to whom grateful thanks were expressed and the Clerk was instructed to advise him of this.

Proposed by Cllr Alan Parkin and seconded by Cllr Peter Abbott, it was resolved that the following payments be approved:-

Cheque £30.00 dated 26.03.11 in favour of ORCC being Membership 2011/12 (Retrospectively)

Cheque £750.00 dated 01.04.11 in favour of P B Hardman being Clerk's salary for November and December 2010 and January, February and March 2011 (Retrospectively)

Cheque £396.91 dated 10.04.11 in favour of Aon Ltd being the annual premium in respect of Local Council Insurance for the year commencing 1<sup>st</sup> June 2011 (Retrospectively)

Cheque £52.00 dated 14.05.11 in favour of Messrs Herbert & Cholmeley being the charge for carrying out searches in respect of the Village Pond (Retrospectively)

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**Planning Matters**

The following applications were received, considered and no objections raised:-

No. 11/00476	Barnes Cottage, Main Street, Sibford Gower	W & S Gray
Two storey rear extension		
No. 11/00080/TCA	Lane Head, Main Street, Sibford Gower	T More
T1 x Conifer – Fell		
No.11/00536/LB	Barn Close, Burdrop	S Hadden
Amendments to 10/01632/LB, being a change to the boundary treatment to the single storey extension (to a box gutter, rather than the approved over-hanging eaves)		
No. 11/00083/TCA	West Farm Cottage, Main Street, Sibford Gower	S Mattinson
T1 and T2 x Ash - Fell		

The following decisions were received:-

No. 11/00205/F	The Leys, Backside Lane, Sibford Gower	C Warner
Conservatory to front elevation. Permission for development subject to conditions		
No. 11/00278/LB	Glebe Farm, Main Street, Sibford Gower	O & P Murray
Internal secondary glazing to 5no. windows Listed Building Consent subject to conditions		
No. 11/00067/TCA	Gowers Close, Main Street, Sibford Gower	J Marshall
T1 x Plum – Fell Consent		
No. 11/00209/F	Lowland, 6A The Colony Road, Sibford Gower	C Evans
Demolition of 2 concrete garages and replace with a single wooden garage (double) on existing concrete base. Permission for development subject to conditions		
No. 11/00476/F	Barnes Cottage, Main Street, Sibford Gower	W & S Gray
Two storey rear extension Permission for Development subject to conditions		
No.11/00536/LB	Barn Close, Burdrop	S Hadden
Amendments to 10/01632/LB, being a change to the boundary treatment to the single storey extension (to a box gutter, rather than the approved over-hanging eaves) Listed Building Consent subject to conditions		
No. 11/00080?TCA	Lane Head, Main Street, Sibford Gower	T More
T1 x Conifer – Fell Grant to undertake work in a Conservation Area		
No. 11/00083/TCA	West Farm Cottage, Main Street, Sibford Gower	S Mattinson
T1 and T2 x Ash – Fell Grant to undertake work in a Conservation Area In the event, only one tree was felled as Mrs Mattinson felt that this was sufficient.		

**Highway Matters**

No matters were raised.

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**Footpath Matters**

The Clerk reported that the collapsed stone wall of a property adjacent to the footpath between Backside Lane and Main Street had been rebuilt.

**Burial Ground**

The matter of the division of fees received in respect of burials is to be resolved with the Ferris Parish Council.

**Public Participation**

An enquiry from a resident present at the Meeting was made as to whether Parish Council permission would be required for any matters connected with the pond when ownership of the pond finally rests with the Parish Council. The Chairman confirmed that it would.

It was learned from a resident, present at the Meeting, that she had taken a phone call from one of the owners of the Bishop Blaize who told her that she will shortly be returning to live there and she very much wants to become personally engaged in the life of the village.

**Any Other Business**

The Chairman suggested that it would be a good idea to formulate a list of organisations with which the Council has frequent connections. The Clerk will attend to this.

Cllr Roger Alder raised concern about parking problems that occur in the village during the days of the National Open Gardens. It was felt that this should be mentioned to those whose gardens are involved so that they may consider suitable parking arrangements. The Clerk was instructed to take matters forward for future years.

Cllr Roger Alder, with the Bishop Blaize situation in mind, commented that he had been made aware that an application for change of use from licenced to residential had been made in respect of The Bell in Hook Norton.

**Date of Next Meeting**

This will be on Wednesday, 21<sup>st</sup> September 2011 starting at 8pm in the Staff Room of Sibford Gower Endowed Primary School.

**There being no further business to discuss, the Chairman thanked all for attending and closed the Meeting at 9.26pm**

Oswyn Murray 21st Sept 2011



## Appx A



## Sibfords Community Plan

**Progress Report: June  
16<sup>th</sup> 2011**

- Six **Working Groups** have now been formed and these are now progressing with research and obtaining feedback on the various topics and issues. It is hoped that they will have concluded the work by the end of the summer to enable the findings to be fed into a questionnaire.
- The **Questionnaire** will be brought together in the Autumn in conjunction with guidance from ORCC and distributed to all households in the villages. The Steering Group is also looking into the possibility of an online survey. It is hoped that the volunteers who distribute the Newsletter will also help in the questionnaire distribution although, with wider help for this where possible in order to reduce the work of distribution, and in particular collection, as this may require a number of repeat visits.
- The **Logo** has been finalised thanks to graphics support from Karen Websdale and this will now appear on future Newsletters and other presentational material.
- A **grant application** has been completed and is currently with Sibford Ferris Parish Council for finalisation and signature.
- The Sibfords Community Plan will have a **Stall at the Village Fayre** so that people can speak to members of the Steering Group and find out more about the Plan generally, the scope and remit of the Working Groups and whether they might wish to join or contribute their ideas to a Group, plus opportunities to encourage further volunteer support.
- A **Graffiti Wall** will be available at the Village Fayre in order to encourage more feedback from the younger generation and enable them to paint images or write about their likes, dislikes, ideas and aspirations for the villages. It is also hoped that the Graffiti Wall can be made available for youth groups to use at a later stage, eg by the Beavers, Cubs and Scouts on a selected day and also by the Primary School and perhaps Sibford School. It might also be possible to erect it for a day at the MUGA, weather permitting and subject to space availability on the board.
- The fourth **Newsletter (News 4: June)** has recently been distributed and a July /August Newsletter will follow on with an update on the progress of the Working Groups and any other news. Volunteers continue to help with the distribution of the newsletter.