

## **Sibford Gower Parish Council**

### **Minutes of the Parish Council Meeting**

**held in Sibford Gower Endowed Primary School on Tuesday, 17<sup>th</sup> November 2009**

#### **Present**

Parish Cllrs Peter Abbott, Muriel Chandler, Martin Layer, Oswyn Murray and Robin Spicer (Chairman), County and District Councillor George Reynolds, five Local Electors and the Clerk.

#### **Minutes**

It was proposed by Cllr Martin Layer and seconded by Cllr Muriel Chandler that the Minutes of the Parish Council Meeting held on 16<sup>th</sup> September 2009 be approved as a correct record. The Minutes were then signed by the Chairman.

#### **Matters Arising**

##### Tree removed from Conservation Area

On 19<sup>th</sup> September 2009, the Clerk called at The Red House, Burdrop and spoke with the owners, Mr & Mrs Priestman, regarding the reporting of a tree removed from their land which is a conservation area. They told him that the tree had blown down in a high wind and the stump sawn in the interest of 'neatness'. They said that they were well aware that this is a conservation area and should the removal of a tree be considered in the future, planning permission would be required.

##### Mobile Home in car parking area of the Bishop Blaize

Cherwell District Council advised that planning permission is not required because the mobile home houses the owners who are carrying out repairs to the property.

##### Allotments

Because it had been impossible to find suitable land for allotment use, apart from one space available at the Friends Meeting House, local residents who had expressed interest will be advised accordingly. The Parish Council was advised by the District Council which owns the land adjoining the 'Piggy' path and which the Parish Council had in mind is not now appropriate for allotments (albeit it sustained allotments some years ago). Also, an invitation published in an issue of the Sibford Scene for possible available land brought forward no response.

#### **Forthcoming resignation of Cllr Robin Spicer from his position as Chairman and Parish Councillor**

With the departure to Thailand in early December, Cllr Spicer tendered his resignation as Chairman. The offer of Vice Chairman Martin Layer to fill the position was unanimously accepted as was the appointment of Cllr Peter Abbott as Vice Chairman. The Council's position will be reviewed in May 2010 at the time of the next Parish Council elections.

Robin Spicer has been a Parish Councillor since 26<sup>th</sup> September 1986 (Chairman since 17<sup>th</sup> May 1996) and his presence at Meetings and involvement in the community will be greatly missed.

#### **Clerk's Report**

The Clerk referred to his attendance, with Cllrs Spicer and Abbott, at the Parish Liaison Meeting held in Bodicote House on 11<sup>th</sup> November. Minutes of the meeting, when received, will be passed to the members of the Parish Council.

The Council had received information and posters (subsequently displayed) concerning fly tipping. Included were forms to report to the District Council any fly tipping incidents. These are available should they be required,

Also received prior to the Meeting was a letter from the District Council regarding 'Operation of the Ethical Framework - Customer Survey'. This was completed at the Meeting

**Financial Matters**

Proposed by Cllr Spicer and seconded by Cllr Layer, it was resolved that the following payment be made:-

Cheque No. 98 dated 17<sup>th</sup> November 2009 in respect of payment of £1029.61 to P B Hardman being the Clerk's salary (six months in arrears) £900.00 and £129.61 reimbursement of the cost of stamps, stationery etc.

Retrospective sanction was given to the payment by cheque No.93 dated 12<sup>th</sup> June 2009 for £180.00 in favour of Julie Goodlake being the cost of maintaining the Miriam Tebbs' land.

Proposed by Cllr Abbott and seconded by Cllr Murray it was resolved that the following payments be made:-

Donations of £100 to the Sibford Scene

Donation of £100 to Sibford Gower Endowed Primary School.

Grant of £300 to Sibford Village Hall (because of her Village Hall connection, Cllr Muriel Chandler took no part so far as the resolution related to this particular item)

**Review of the Asset Register, Risks and Councillors' Interests**

A review of the Asset Register took place and no changes had occurred since the previous review. With regard to Declaration of Interests, Cllr Chandler declared her interest in the Village Hall in view of her position as Member of the Village Hall Committee. Cllr Murray declared his interest in the Town Estate Charity in view of his position as a Trustee. It was confirmed that there had been no change in the risk situation.

**Planning Matters**

Cllr Murray expressed his reservations regarding the way in which planning applications are handled. He felt that in addition to Councillors individually examining the plans and expressing a view, discussion and possibly site visits in appropriate cases should take place. This system will now be put in place.

Cllr Layer had prepared a very comprehensive 'Guidance to Parish Councillors when considering Planning Applications' and copies were handed to the other Councillors.

Planning Applications received

The Parish Councillors had considered the following:-

No. 09/00195/TCA 1 x Holly Tree – Remove	Brayes Close Street Through Burdrop	Mrs S Rowley
No. 09/00200/TCA 1 x Ash Tree – Fell	Elmridge Farm House, Main Street, Sibford Gower	J I Hopkyns
No. 09/01280/LB Extension to rear of property replacing existing verandah	7 The Colony, Colony Road, Sibford Gower	J Yates
No. 09/01266/F Demolish existing flat roof extension and replace with new pitched two storey extension and internal alterations to existing cottage	Cedarholme, Bonds End Lane, Sibford Gower	D Ballard
No. 09/00232/TCA 1 x Silver Birch and 3 x Leylandii - Fell	Old Rectory, Main Street, Sibford Gower	Mrs J Woodall
No. 09/00250/TCA T1 – 1 x Black Walnut – Crown lift by 1m (trim tips)	Temple Close, Temple Mill Road, Sibford Gower	M Pougatch
No.09/00253/TCA 1 x Ash Tree – Remove (Cllr Peter Abbott was not involved, because of his personal involvement, in the consideration of this application)	Bramley Close, Bonds End Lane, Sibford Gower	P Abbott

To Folio 718

No. 09/01275/F                      Bishops End, Burdrop                      G R Noquet  
 Alterations and extension to barn to provide 4 en-suite letting rooms.  
 In a letter dated 30<sup>th</sup> October 2009, Cherwell District Council advised that the application had been withdrawn.

Planning Decisions received:-

No. 09/00953/LB                      Pond Cottage, Main Street, Sibford Gower                      C Fletcher  
 Re-instate two mullion windows on gable end, lay Terracotta flooring in kitchen, replace upvc window at rear of  
 Kitchen with period wooden framed window and repair damp plaster in kitchen and apply damp-proof course with  
 additional elevation and section plans received 07.08.09  
 Listed building consent subject to conditions.

No. 09/01070/F                      Arundel House, Backside Lane, Sibford Gower                      A Bishop  
 Demolish existing garage and flat roofed extensions and construct two storey extension and double garage including  
 internal alterations (as amended by drawing No. 3.8.09/5B received 29.09.09)  
 Permission for development subject to conditions

No. 09/00195/TCA                      Brayes Close Street Through Burdrop                      Mrs S Rowley  
 1 x Holly Tree – Remove  
 Consent in Conservation Area

No. 09/00200/TCA                      Elmbridge Farm House, Main Street, Sibford Gower                      J I Hopkyns  
 1 x Ash Tree – Fell  
 Consent in Conservation Area

No. 09/00232/TCA                      Old Rectory, Main Street, Sibford Gower                      Mrs J Woodall  
 1 x Silver Birch – Fell. 3 x Leylandii – Fell  
 Consent in Conservation Area

No. 09/01280/LB                      7 The Colony, Colony Road, Sibford Gower                      J Yates  
 Extension to rear of property replacing existing verandah  
 Listed Building consent subject to conditions

No. 09/01266/F                      Cedarholme, Bonds End Lane, Sibford Gower                      D Ballard  
 Demolish existing flat roof extension and replace with new pitched two storey extension and internal alterations to  
 existing cottage  
 Permission for development subject to conditions

**Highway Matters**

The attention of the Parish Council had been drawn to the adverse impact of parked cars (usually those of visitors to the surgery) on the grass verge opposite the Doctors' Surgery. In addition to this, the wall of the adjacent property is starting to be affected. Previously, damage to the road nearby had been caused by heavy vehicles and remedial work is promised by Oxfordshire Highways. In view of this latest situation, the Clerk had a site meeting on 5<sup>th</sup> November with an Oxfordshire Highways Inspector who recommended that two protective posts be installed at a cost to the Parish Council.

At this Council Meeting, this solution was challenged in that the corrective work (and the cost thereof) should be the duty totally of Oxfordshire Highways as the road and the verge are its responsibilities and, indeed, would be any damage to the adjacent wall. The Clerk was instructed to take the matter forward with Oxfordshire Highways.

**Footpath Matters**

The Clerk advised the Meeting that, as requested by the Parish Council, the kerbs in High Meadow had been dropped at two points to allow wheelchair access.

To Folio 719

*P. G. H.*                      *P.*  
 21/01/2010

Regarding the wall at part of the footpath between Backside Lane and Main Street where some stones are dislodged, a site visit was made by the Rights of Way Officer (OCC) who considered that the matter was not serious but that the owners of the property involved should be aware of their responsibility. The Clerk had advised them of this.

At a previous Parish Council Meeting, local residents Lesley and Andrew Bishop had offered to walk the Parish footpaths and highlight any problems. At tonight's Meeting they were present having previously handed to the Clerk a very detailed list and photographs of where remedial work is needed. The Councillors expressed their thanks and gratitude for the time and effort involved and the Clerk was instructed to enter into dialogue with the Rights of Way Officer (OCC).

#### **Burial Ground**

The Council is of the opinion that the way forward is to divide the area into two parts albeit without a separating fence. One part (for current burial use) is to be the subject of close mowing to present a well maintained appearance and the other half (reserved for future use) is to be mown at appropriate intervals sufficient to keep it looking orderly. The Council was not attracted to suggestions made elsewhere that the reserve part might be allowed to run wild (for various good reasons) or to be put to allotment use. The view of the Council will be conveyed by the Clerk to Sibford Ferris Parish Council.

#### **Churchyard**

Sibford Ferris Parish Council has confirmed that it will maintain that part of the Churchyard for which it has accepted responsibility on a purely voluntary basis. At present, there is no thought of paying someone for work to be carried out. Sibford Gower Parish Council will continue to meet the cost of maintaining that part for which it is responsible.

#### **Public Participation**

County and District Cllr George Reynolds spoke briefly of the Cherwell Rural Area Integration Transport and Land Use Study stage two report. In January, the Core Strategy will be looked at by the District Council and information will be passed down to Parish Councils.

Mr Tony Haynes referred to the grass verge at the Surgery end of the Jitty Path which does not get mowed and this is probably because of the wooden protective posts. The Clerk was instructed to speak with Oxfordshire Highways.

#### **Any other Matters**

No other matters were raised.

#### **Date of Next Meeting**

The next Meeting of the Parish Council will be on 21<sup>st</sup> January 2010 starting at 8pm in the usual venue – The Staff Room of Sibford Gower Endowed School.

**There being no further business to discuss, the Chairman thanked all present for attending and closed the Meeting at 10pm.**

## Correspondence received

<u>Date</u>	<u>Rec'd</u>	<u>Sender</u>	<u>Subject</u>
17.09.09	CDC		Planning application No. 09/009530LB. Pond Cottage. C Fletcher. Listed building consent subject to conditions
18.09.09	Oxfordshire Advice Centre Oxfordshire Playing Fields Assn CDC		Request for grant AGM - 21.10.09 Annual Cherwell Parish Liaison Mtg - 11.11.09
22.09.09	Oxfordshire Waste Partnership ORCC		Fly-tipping Information Pack 1. Update re Affordable Housing 2. Notice re AGM - 07.10.09 3. Access to Services and Community Transport in Cherwell District
23.09.09	CDC SLCC		Planning application No. 09/00195/TCA. Brayes Close Street Through Burdrop. S Rowley Re Cemetery Management Course 7 <sup>th</sup> Oct - fully booked
24.09.09	CDC		Planning application No. 09/0200/TCA. Elmridge Farm House, Main Street, Sibford Gower. J I Hopkyns
25.09.09	OALC OCC		Update for Members - Sep 2009 Use of Road Safety Team's Mobile Information Unit
26.09.09	CDC Oxfordshire NHS		Cherwell Link - Autumn 2009 Newsletter - 21.09.09
29.09.09	NALC		2009/2010 National Final Salary Award for Local Council Clerks
01.10.09	OCC		Invitation to join the National Highways and Transport Survey
02.10.09	CDC		1. Planning application No. 09/01280/LB. 7 The Colony. J Yates 2. Planning application No. 09/01275/F. Bishops End. G R Noquet
03.10.09	CDC		1. Parish Governance Toolkit 2. Planning application No. 09/01070/F. Arundel House, Backside Lane, Sibford Gower. A Bishop. Permission for development subject to conditions
05.10.09	Bk of Ireland NHS Oxfordshire Thames Valley Police		Bank statement No. 80 Health News. Issue 3. 2009 Posters re Anti-social Behaviour Campaign
07.10.09	CDC		1. Planning application No. 09/01266/F. Cedarholme, Bonds End Lane, Sibford Gower. D Ballard 2. Planning application No. 09/00232/TCA. Old Rectory, Main Street, Sibford Gower. Mrs J Woodall
14.10.09	Playing Fields Assn		The Playing Field - Autumn 2009
15.10.09	CDC		'Youth Activators' Scheme
17.10.09	CDC		1. Planning application No. 09/00200/TCA. Elmbridge Farm House, Main Street, Sibford Gower. J I Hopkyns. Consent (Tree in Conservation Area) 2. Planning application No. 09/00195/TCA. Brayes Close Street Through Burdrop. Mrs S Rowley. Consent (Tree in Conservation Area)
20.10.09	Open Spaces Society CDC		Open Space - Autumn 2009 - Vol 29 - No 6 Planning application No. 09/00250/TCA. Temple Close, Temple Mill Road, Sibford Gower. M Pugatch
21.10.09	CDC		Planning application No. 09/00253/TCA. Bramley Close, Bonds End Lane, Sibford Gower. P Abbott
22.10.09	OCC CDC		Oxfordshire Road Casualty Report 2008 Posters re new food water collection
03.11.09	Ox. Assn for the Blind OCC  CDC		Appeal letter Oxfordshire Fire Authority's Integrated Risk Management Consultation Action Plan 2010-11 1. The Regeneration of Banbury Canalside - Public Consultation - 2 <sup>nd</sup> Nov - 14 Dec 2009 2. Planning Application Consent 09/00232/TCA. Old Rectory. J Woodall 3. Planning Application No. 09/01275/F. Bishops End. Withdrawn
04.11.09	NHS Oxfordshire CDC		Newsletter. Issue 17. Oct 2009 1. Operation of the Ethical Framework - Customer Survey 2. Planning application No.09/01280/LB. 7 The Colony. J Yates. Listed Building Consent Subject to conditions.
05.11.09	OALC Bk of Ireland		Update for Members - Oct 2009 Bank statement No. 81
06.11.09	Banbury Town Council ORCC		Christmas Lights Switch On Event - Sunday 29 <sup>th</sup> Nov News Bulletin - Nov 2009
09.11.09	Oxfordshire Rural Children's Centre Project SLCC		Project Newsletter - Early Winter 2009 Edition - Issue 10  The Clerk - Nov 2009
12.11.09	CDC		Annual Report & Summary of Accounts 2008/09
13.11.09	CDC		Planning application No. 09/01266/F. Cedarholme. D Ballard
14.11.09	CDC		Planning applications 09/01438/F & 09/01439/F. Jasmine Cottage, Burdrop. J Skowronski Demolition of existing lobby and erection of kitchen extension