

# Sibford Gower Parish Council

Minutes of a meeting of the Parish Council held on **Tuesday 2<sup>nd</sup> March 2021 at 7:30pm** via Zoom video conferencing

Present: Cllr Pidgeon, Cllr Mallows, Cllr Allen, Cllr Berks, Cllr Pougatch.

In attendance: 10 members of the public, Clerk, County and District Cllr Reynolds.

## **Business**

- 1. Apologies for absence** – None.
- 2. Members declarations of interest for items on the agenda** - None
- 3. To approve the minutes of the Parish Council (PC) meetings held on 8<sup>th</sup> December and 5<sup>th</sup> January** – The minutes were proposed and agreed.
- 4. Outstanding matters/actions from previous meetings** – None.
- 5. Correspondence**

- i) Update on the SFPC request to join in with discussions Land & Partners – The Hook Norton Road land has now been purchased by Gade Homes. SFPC are in the process of organising a meeting with them.
- ii) Update re concerns raised by parishioners about work taking place on land adjacent to 'the dip' between Burdrop and Sibford Ferris – 20/00446/ENF – The enforcement notice was raised due to alleged unauthorised earthworks. The planning officer who had been dealing with this has now gone on maternity leave so a new officer has taken this on. The officer has advised that in relation to the number of days the land could be used as a campsite (temporary use of land) under permitted development are specified in Part 4 (Temporary Uses of land) of the Town and Country Planning Act which states:  
'The use of any land for any purpose for not more than 28 days in total in any calendar year, of which not more than 14 days in total may be for the purposes of—  
(a) the holding of a market;  
(b) motor car and motorcycle racing including trials of speed, and practising for these activities, and the provision on the land of any moveable structure for the purposes of the permitted use.'  
The planning officer has also been out to check the site and has stated that the vines and earthworks are not in contravention of planning. It has been noted that since then a large strip of hedge adjacent to Hawkes Lane has been removed. This is within the Conservation Area so Cllr Reynolds was asked to follow this up with the enforcement officer. **Cllr Reynolds agreed to follow this up.**  
A number of parishioners raised questions with Cllr Reynolds regarding the works on the site that have happened over a number of years which appear to have not followed the planning rules as would be expected of all parishioners but with little action by Cherwell District Council (CDC). Cllr Reynolds advised that action has been taken by CDC in the past and there may still be actions taking place but due to the processes involved taking so long it may appear outwardly that CDC aren't doing anything. Cllr Reynolds advised that all tree work within a Conservation Area requires planning permission.

*2 members of the public left the meeting at 7:59pm*

- Cllr Reynolds advised that he will be requesting that the recently submitted planning application on this property go to the planning committee to be decided.
- iii) Update on concerns raised about the condition of the footpaths near the Doctors' Surgery – Cllr Pidgeon stated that a slight re-routing of the footpath and the provision of reflective markers to delineate the edge of the adjoining grass bank may be the most appropriate action and the PC will continue to look into this.
  - iv) Any other correspondence – None.
- 6. Report from District/County Councillors** – Cllr Reynolds reported that the majority of work taking place is in relation to COVID19. The budget was agreed recently and unfortunately this means that

charges will be introduced for brown bins due to government requirements for recycling of food waste. Council tax will go up by around £5 on band D properties.

## **Assets and services**

### **7. Landscape Management Proposals**

- i) Overview of progress – Stephen Wadsworth at Briarwood Landscaping has completed his review of the green spaces in the parish and has submitted a report detailing options for how the different areas can be managed going forward. He is now working on drawings to link with the report which should be available mid March. Stakeholder meetings will take place in April with the organisations who will be affected by the proposals – Town Estates Charity (TEC), Sibford Ferris Parish Council (SFPC), and the Church and Benefice.
- ii) Recommendation for interim grass cutting arrangements to agree with contractors for the next year – The grass cutting season starts soon which does not leave enough time for the relevant meetings and tender processes to be completed for this year's grass cutting contracts therefore interim arrangements need to be made. The PC has received prices from the existing contractors and made the following proposals for the grass cutting in 2021:  
Churchyard and Burial Ground - Option 1B which will continue with the existing regime for the burial ground including leaving the wild area behind the Church as a wild area for now but the number of cuts will be reduced to 12 per year. This will reduce the annual price to £1888 saving £612 against agreed budget. **Approved.**

*2 members of the public left the meeting at 8:15pm.*

Millennium Field proposing - Option 1A which will continue with the existing regime – Total cost £1510. **Approved.**

Highway Verges – Option 1 which will continue with the existing regime but at a slightly higher price than last year (Total increase £75) due to the contractor increasing his prices. The PC agreed the increase is reasonable as the contractor has not increased his prices for the last 2 years. **Approved.**

*1 member of the public left the meeting at 8:24pm.*

Miriam Tebbs Land – This area has not been maintained in the past. It was proposed to instruct Nigel Prickett to strim the area and trim the hedges when he cuts the verges. Total cost £120 per year. **Approved.**

8. **Asset Register – To investigate ownership of public seating and grit bins in the village** – OCC have confirmed that the grit bins are their responsibility but they do not usually take responsibility for benches and these are usually taken on by parish councils. There do not appear to be any reference in the minutes to benches having been donated to the PC but it was agreed that responsibility for the benches in the village should be established. **Clerk to put notice in the Sibford Scene and on the website asking for any parishioners who believe they own any of the benches in the village to contact the Clerk.**

*3 members of the public left the meeting at 8:32pm*

## **Finance**

9. **Bank reconciliation as at 23.02.21:** Noted.

Bank balance: £16,020.54

Outstanding payments: £0

Outstanding income: £0

Cashbook balance: £16,020.54

10. **To note and approve the following payments and receipts since the last meeting:**

**Payments:** Proposed and agreed.

23.12.20	Thomas Fox Landscaping	Church Yard & Burial Ground	£129.83
23.12.20	WC & EF Lovesey	Millennium Field	£840.00
23.12.20	Thomas Fox Landscaping	Church Yard & Burial Ground	£603.98
23.12.20	Kirsty Buttle	December salary	£212.70
24.12.20	Thomas Fox Landscaping	Church Yard & Burial Ground	£363.02
26.11.20	Sibford Village Hall	Donation re Jazz Event	£100.00

01.02.21	Sibford Village Hall	Donation	£400.00
01.02.21	Sibford Scene	Donation	£200.00
19.02.21	Sibford Gower Primary PTFA	Donation	£100.00
01.02.21	Sibford Ferris PC	Church Yard & Burial Ground	£213.00
01.02.21	Kirsty Buttle	January Salary and expenses	£256.56
01.02.21	OALC	GDPR Training - K Buttle	£60.00
01.02.21	Sibford Ferris PC	Website 50% share	£29.94
19.02.21	NR Prickett	Miriam Tebbs Land clearance	£464.40
19.02.21	Sibford Ferris PC	Zen Internet share	£7.99
19.02.21	Briarwood Landscape Architecture Ltd	Landscape Management Report	£500.00
24.02.21	Kirsty Buttle	February salary	£212.70
24.02.21	Kirsty Buttle	Expenses - Land Registry Fees	£21.00

**Receipts:** Noted.

08.01.21	Artisan Memorials - Kennedy	Church Yard & Burial Ground	£142.00
19.01.21	Banbury Memorials - Colquhoun and Mills	Church Yard & Burial Ground	£284.00
22.01.21	TEC	Millennium Field	£775.05
29.01.21	Sibford Ferris PC	Church Yard & Burial Ground	£1,160.25

## **Planning**

### **11. Planning applications received**

**21/00199/TCA – Bank House, Street through Burdrop.** T1 x Yew-Crown reduction by 1.5m reduce crowns to reduce spread over buildings and seating areas. T2 x Yew-Crown reduction by 1.5m reduce crowns to reduce spread over buildings and seating areas. **No comment.** (Response made using delegated powers).

**21/00251/LB – Burdrop House, Burdrop.** Repairs to main slate roof which is leaking. Will require lifting slates and relaying, replacing felt and battens. Materials will match existing and no changes other than like for like replacement. **No comment.** (Response made using delegated powers).

**21/00365/F - Meadow Brook House, Colony Road, Sibford Gower.** Single storey rear extension. **Support.** This property was significantly extended some years ago. The current proposals would generate a small increase to the existing footprint, with minimal impact on the street scene in the conservation area location.

**21/00437/F and 21/00438/LB - 7 The Colony, Colony Road, Sibford Gower.** Works to the Main House include: - making good and restoration to the roof, chimneys and gutters / downpipes - making good and restoration to the external pointing, - repairs and changing deteriorated windows and external doors with new double-glazed to match - restoration works to lintels. Works to the Garage include: - incorporating solar thermal panels under slate tiles for solar-thermal power - install new garage doors -changing deteriorated windows with new double-glazed to match the Main House. Works to the Log Store/Garden Room: - demolish the dilapidated Log Store and replace it with a Garden Room. Works to the boundaries: - maintenance work to the existing stone walls - new timber entrance gates to the driveway. **Object.** Bartlett Cottage is the only listed property (Grade 2) within The Colony conservation area location, and is currently in need of a sensitive renovation programme which the applicant is proposing to undertake.

Much of the proposed works to the roof, gutters, downpipes, external pointing, boundary walls, replacement of external doors and some aspects of glazing are very welcome, and will enhance the character of the property. The inclusion of a wind source heat pump and the natural slate thermal insulator system support environmentally friendly credentials.

However, there is concern that the substantial works indicated for window replacement utilising metal frames with wooden framing and double glazing throughout, including the glazed metal framed garage doors, are appropriate. The uniform visual appearance could damage the character and integrity of this listed building.

While the footprint for the proposed garden room / log store is similar to the existing dilapidated log store (garage?), there are concerns regarding the visual impact in the curtilage of this listed building due to the

proposed height and use of corrugated metal and rough sawn timber as appropriate materials, rather than the existing local stone.

An appropriately worded condition relating the garden room / log store to the main property would be helpful.

**21/00471/F - Tambun House Pound Lane Sibford Gower.** Single storey rear extension. **Support. No further comment.**

## **12. Planning decisions received**

**20/02952/CLUE - New Rectory, Acre Ditch, Sibford Gower.** Certificate of Lawfulness for Existing Use for the use of land as Garden/residential amenity used incidental to the domestic enjoyment of the dwelling house. **Approved.**

**20/03177/LB – Stickley’s House, Main Street, Sibford Gower.** To move existing window on rear elevation by 50-60 centimetres (following permission granted in decision of 9 October on application 20/02076/LB). **Approved.**

**20/03266/F – Parsons Barn Farm, Shutford Road, Sibford Ferris.** Change of Use without alterations from agricultural to B8 storage in connection with the business operations of Gentlevan Removals. **Approved.**

**20/03342/F – 2 Sycamore Close, Sibford Gower.** Alterations to convert double garage to form home study and w/c. **Approved.**

**20/03347/F - The Pheasant Pluckers Inn (aka The Blaze Inn Saddles), Street through Burdrop, Burdrop.** The erection of an agricultural barn store. **Withdrawn.**

**20/03409/F – Heath Barn, Sibford Gower.** Single storey connecting link between garage and the original barn conversion. **Refused.**

**20/00180/ENF Mawles Farm Barn and 20/02545/F.** Re: Unauthorised formation of access into Pound Lane.

The Local Planning Authority (LPA) has completed its investigation in respect of the above and concluded that emergency works were carried out to make safe the wall which was in danger of collapse and the LPA has closed its inquiry accordingly. Subsequent to this, planning application 20/02545/F has been approved and when implemented will include works to restore the wall.

**21/00112/TCA – The Court House, Main Street, Sibford Gower.** T1 x T911 Atlas Cedar - Reduce end weight extremities by up to 3m where necessary to reduce wind loading. T2 x T913 Deodar Cedar - Reduce all extremities by 2-3m to help prevent further damage. T3 x Yew block to the left of the Yew with a bench - Fell to near ground level and grind out the stumps. **No comment. (Response made using delegated powers). Approved.**

**21/00162/TCA - Meeting House Cottage, Temple Mill Road, Sibford Gower.** T1 x Cedar - Fell history of major failures and recent large stem failure towards road and replant. T2 x Holly- Crown raise 3 over footpath, taper back side growth over neighbouring property by 1.5m. T3x Holly - Crown raise over 3m and cut back to 1m over hanging neighbouring boundary. **No comment. (Response made using delegated powers). Approved.**

**21/00234/TCA – Yew Tree House, Main Street, Sibford Gower.** T1 x Ash due to dieback throughout crown, heavily ivy clad multi-stem. Coppice at up to 1.0m. **No comment. (Response made using delegated powers). Approved.**

## **13. Cherwell Local Plan Review 2040 - Village Services Questionnaire –** Cllrs to send any additional information to Cllr Mallows to update document for approval at the extraordinary meeting on 16<sup>th</sup> March. **Clerk to put on next agenda.**

## **14. Other planning issues – None.**

*Cllr Reynolds left the meeting at 8:56pm.*

## **Community Development**

## **15. Review of the situation of the Asset of Community Value (ACV) on the Blaze Inn Saddles with possibility of new application –** The previous ACV ended on 12<sup>th</sup> February and the PC are not obliged to submit a new application. There is no time limit for submitting a new application. There is no guarantee that a new application would be approved by CDC. Should it be approved, then it can be challenged by the current owners. Should a new ACV be finalised, it will last for 5 years. The benefits of an ACV are that it shows positive recognition of the community’s wish to retain the pub. It would also offer limited opportunity for a local group to purchase should the pub be made available for sale (6 month moratorium period). An ACV

would also be helpful in opposing change of use planning applications (the original intention when introduced in 2015).

There are a few points to consider:

- Seek to protect local heritage and character – been a public house on the site since 1782 (then known as The Old Inn), becoming the Bishop Blaise in 1818 (CDC 28/04/16)
- The premises are currently operating as a public house which meets a desired outcome of the previous application – although currently closed due to COVID-19 – *possibly reopening 12/04/21*
- Need to consider this possible application with a 5 year period – ownership of any property might/might not change during a 5 year period”
- The current operating model may be at variance with the preferred wishes of the local community, but receives generous support from a broader target community
- There is a local wish for the premises to re-engage positively with the immediate Sibfords community, with a recognition that a change of ownership may be required for this to be achieved. (Dec20 Sibfords website – details shared with current owners Jan21)

It was agreed that taking account of comments received by e-mail, private discussions with councillors, comments on the planning portal, comments made by parishioners earlier in this meeting and the Blaze Inn Saddles Facebook page which all seem to support the wish for the pub to remain running as a pub, an ACV on the property should be pursued.

- 16. Sibford Support Group update** – There has not been too much need for support recently but the group is still available if any support is needed. The TEC made a donation of £250 to the group but the majority of this has not been spent. Any unspent funds will be paid back at the appropriate time. Thanks were expressed to all Sibford Support Group members.
- 17. Arrangements for the Annual Parish Meeting (APM)** – Due to COVID restrictions a group meeting cannot take place until June so it will not be possible to hold an APM in a public place within the timescales usually required of an APM (1<sup>st</sup> March to 1<sup>st</sup> June). It was agreed that the APM would not serve its purpose as a community meeting if held via zoom therefore the APM planned for 26<sup>th</sup> April will be cancelled and an alternative date later in the year will be considered when meetings can be held in public. It was suggested that parishioners could be asked to inform the council if there are any items they would have liked to have raised at the APM in April to allow the issue to be put on the agenda for the May meeting of the PC.

**Meeting closed @9:35pm**

Signed..... Date.....