

Sibford Ferris Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 13th July 2022 at 7pm** at Sibford School

Present: Cllrs Katherine Roussel, Ginny Bennett, Rod Pullen, Clerk.

In attendance: 5 members of the public.

- 18. Apologies for absence** – Apologies received – John Wass. Apologies accepted – None. District and County Cllr Reynolds is unable to attend.
- 19. Proposal to co-opt Andrew Mayler onto the Parish Council (PC)** – Proposed and agreed. Andrew completed his Declaration of Acceptance of Office which was countersigned by the Clerk.
- 20. Members' declarations of interest for items on the agenda** – Cllr Roussel declared an interest in planning application 22/01773/F as a neighbour to the site and will not vote on that item.
- 21. Public participation session** – A parishioner gave the following information on behalf of the Sibford Action Group in relation to the planning application 22/01773/F – The Sibford Action Group represent over 160 residents of Sibford Ferris and Sibford Gower. The application is a new application despite being almost identical to the previous application and should be treated with as much seriousness as the previous application. Up to earlier this afternoon there were already 50 responses to the application on the Cherwell District Council (CDC) planning site. If the number of responses meet the required trigger point the application should go to committee rather than delegated to an officer. Many of the previous objections in relation to sewage, traffic etc are still valid.
- 22. To approve the minutes of the PC meeting held on 19th May 2022** – The minutes were proposed, agreed, and duly signed.
- 23. Planning applications received**
 - 22/01513/TCA – Sibford Hall, 6 Walford Road, Sibford Ferris.** T1 x Hybrid Poplar - Fell. loss of codominant stem during high winds. Competing with adjacent native species. In close proximity to neighbouring structure for long term retention. Allow adjacent trees to become fully mature, with good form and condition. T2 x Birch - Clear partially failed tree. Windblown. **No objections. (Response made using delegated powers).**
 - 22/01773/F – Land South of Faraday House, Woodway Road, Sibford Ferris.** Erection of 6 one storey age restricted dwellings (55 years) for older people with access, landscaping and associated infrastructure - re-submission of 21/04271/F – **Using delegated powers the Clerk has already submitted an objection to the delegation of the deciding of this application to an officer rather than going to committee. Object. Full objection can be found on the CDC planning portal.**

A member of the public left the meeting at 7:26pm.

24. Outstanding matters/actions from previous meetings

- i) Tree planting and plans for future maintenance of Pitch Hill Field – Cllr Roussel has spoken to the scouts to see if they could manage the trees but they do not have capacity to do so. Some of the trees have been strimmed around to try to ensure they were not swamped with overgrown vegetation. Cllr Roussel has been contacted by a parishioner who has offered to help manage the trees and further advice has been offered by the arboricultural officer at CDC about how to manage the area. Cllr Bennett has agreed to put some water catching containers on the site. The Councillors expressed their thanks to Cllr Roussel and her father for completing some strimming on the field. **Cllr Roussel will look into what additional protection is required to stop the saplings being eaten by wildlife.**

- ii) Update on actions relating to Speedwatch/Speed reduction in the parish – Richard Irons advised that the Speedwatch group has now been registered with Thames Valley Police for both Sibford Ferris and Sibford Gower. Richard has completed his online test so is now registered as the group co-ordinator. The remaining members of the group are currently in the process of completing their online training. They now need to identify locations for Speedwatch to take place which will then need to be approved by the police. The police will come out and train the group to use the camera. The group will gather data regarding numbers of vehicles speeding, levels of speeding, type of vehicles etc. The group will also submit details of the vehicles speeding to the police and they will write to the offender. If they get caught a second time they will get a visit from the police. If they get caught more than twice they can be prosecuted. The group will need hi-vis jackets which will be provided by the parish councils when it is confirmed how many are required.

A member of the public left the meeting at 7:43pm.

- iii) Concerns raised about parking on the T junction between Main St and the road to Burdrop – Highways have responded advising that they can see that the paving does make it look like it is a parking space so can see why parking occurs there. The only suggestions they have in order to rectify the issue are to put double yellow lines around the existing kerb line or putting in bollards to stop parking but this would be at considerable cost. It was agreed that the a more cost effective solution could be to put a sign on the adjacent wall advising road users not to park there. **Clerk to contact the Sibfords Manor Residents Management Company who own the building adjacent to the area used for parking to seek permission to put a sign on the wall.**
- iv) Update re application for a TPO on 2 Oak trees on Woodway Rd and 1 Oak tree on the North boundary of the Gade development – The arboricultural officer came out to meet with Cllr Roussel to look at the trees in the area and he agreed that a number of them should have TPO's. The arboricultural officer has completed the relevant application forms and has advised that they are now with the CDC planning and legal team for approval.
- v) Repair of the noticeboard – Proposal to replace the noticeboard with a new man-made timber noticeboard that requires no ongoing maintenance. Costs range from £1,316 to £1950 depending on the size and specification of the board – It was proposed and agreed that subject to the relevant permission being obtained to fix a replacement board in the pavement, the **Clerk should purchase board PD6A4 with the PC name at the top, the left board being locked for PC use only, and the right board unlocked for public use - £1708. 84 + £157.63 delivery. Clerk also to arrange installation – cost tbc.**

25. Hook Norton Road Development

- i) S106 funding allocation – No further update. **Clerk to request updates before each PC meeting.**
- ii) General update – The Clerk has sent a number of questions to Gade Homes for an update but no response has been received as yet. The Gade microsite should report any updates and can be accessed by parishioners via <https://gadegroup.co.uk/planning/sibford-ferris/>

26. Play area (Cllr Bennett/Clerk)

- i) Update re quotes for new play equipment – Further quotes to be obtained.
- ii) Play equipment inspections – Selina has offered to take on the weekly inspections of the play equipment. Anita will continue to complete the monthly inspections.

27. Concerns raised about changes to the local bus service and what, if anything, the PC can do to ensure there is a sufficient service for parishioners – It has been confirmed that the bus service is not being cancelled but it is being transferred from Diamond Bus to Stagecoach on 25th July which will result in the number of journeys being reduced as follows:

- 75/75A (Sibfords, Tadmerton, Broughton) – one fewer journey in each direction
- 76/76A (Shenington, Wroxton) – one fewer journey from Banbury in the evening

- 77A (Mollington) – one fewer journey in each direction

Clerk to look into availability of other ‘dial a ride’ type services available locally.

28. County Councillor Report – None.

29. District Councillor Report – None.

30. Finance

- Confirmation of the bank balance as at 07.07.22 of £22,227.62 – Cllr Bennett confirmed the balance stated is correct.
- To appoint an Internal Financial Controls Councillor to complete the quarterly checks for 2022/23 – Cllr Rod Pullen.
- Confirmation of completion of the first quarterly (Apr to Jun) financial check for the 2022/23 financial year – Cllr Pullen confirmed the check has taken place and all was found to be in order.
- Proposal to remove Simon Rayner from the bank mandate as a signatory and agree new signatories to be added to the mandate – Proposed and agreed to remove Simon Rayner and add on Cllr Mayler. **Clerk to arrange mandate change.**
- Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

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| 26.05.22 | Thomas Fox Landscaping | Mowing of play area 14.04.22 | £25.24 |
| 26.05.22 | Kirsty Buttle | Expenses - mileage and gate chain and padlock | £44.98 |
| 26.05.22 | Citizens Advice | Donation | £25.00 |
| 26.05.22 | Community First Oxon | Donation | £55.00 |
| 26.05.22 | Sibford Village Hall | Donation | £400.00 |
| 26.05.22 | Sibford Scene | Donation | £50.00 |
| 26.05.22 | Kirsty Buttle | Salary and office May | £183.50 |
| 06.06.22 | HMRC | Tax May | £43.00 |
| 26.05.22 | Kirsty Buttle | Expenses - stamps | £9.60 |
| 06.06.22 | Zurich Municipal | Parish Insurance | £392.86 |
| 13.06.22 | Thomas Fox Landscaping | Mowing of play area 5th, 26th May | £50.48 |
| 13.06.22 | Keith Hicks | Expenses re Jubilee celebrations | £336.40 |
| 13.06.22 | Nicholsons | Tree for Jubilee Celebrations | £280.00 |
| 13.06.22 | Sibford Village Hall | Hall hire, PA, Marquee for Jubilee | £255.00 |
| 13.06.22 | Kirsty Buttle | Salary and office June | £183.70 |
| 13.06.22 | HMRC | Tax June | £42.80 |

- To note the following receipts: Noted.

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| 31.05.22 | CDC | Platinum Jubilee Grant | £400.00 |
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- To approve payment of the following invoices: Proposed and agreed.

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| Thomas Fox Landscaping | Mowing of play area 16.06.22 | £25.24 |
| CDC | Uncontested election | £100.00 |

31. To review and adopt the following policies

- Standing Orders – Proposed and agreed.
- Financial Regulations – Proposed and agreed.
- Risk Assessment – Proposed and agreed.
- Scheme of Delegation – Proposed and agreed.

- v) Code of Conduct – Proposal to adopt the Oxfordshire Council’s Councillor Code of Conduct as provided by Cherwell District Council – Proposed and agreed.

32. Planning decisions received

22/01050/F – Home Farm, Woodway Road, Sibford Ferris. Conversion of existing outbuilding to habitable accommodation - with extension to rear (Resubmission of 21/01712/F). **Approved.**

21/02893/REM - Os Parcel 4300 North Of Shortlands And South Of High Rock Hook Norton Road Sibford Ferris. Approval of reserved matters pursuant to condition 1 of planning permission 18/01894/OUT for details of layout, appearance, scale, landscaping, access and parking for 25 dwellings. **Approved.**

22/01451/TCA - Applegrove, Hook Norton Road, Sibford Ferris. T1 x Conifer - Fell due to shading. **No objections.** (Response made using delegated powers). **APPROVED.**

Meeting closed @ 8:26pm

Date of next meeting – 27th September 2022

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