

Sibford Ferris Parish Council

Minutes of a meeting of the Parish Council held on **Tuesday 27th September 2022 at 7pm** at Sibford School

Present: Cllrs Katherine Roussel, Ginny Bennett, Andrew Meyler, Clerk.

In attendance: 3 members of the public.

- 33. Election of Chairman** – It was proposed and agreed to elect Cllr Roussel as the Chairman. Cllr Roussel completed her Declaration of Acceptance of Office.
- 34. Apologies for absence** – Apologies noted – Cllr Wass. Apologies accepted – Cllr Wass.
- 35. Members' declarations of interest for items on the agenda** – None.
- 36. Public participation session** – A parishioner stated they understood the parish was promised a new bus shelter to be placed near the entrance to the school opposite the junction at Hawk's Lane and wondered when this is likely to happen. The parishioner was advised that there are some funds in the S106 allocation from the Gade development but it is not known how long this will take to come through. **The Clerk will add this request to the list of items the Parish Council (PC) will be requesting from the S106 funds when they are available.**
- 37. Co-option of new councillor due to the resignation of Rod Pullen** – It was proposed and agreed to co-opt Michael Gordon on to the PC. Michael completed his Declaration of Acceptance of Office which was countersigned by the Clerk.
- 38. To approve the minutes of the PC meeting held on 13th July 2022** – The minutes were proposed, agreed, and duly signed.
- 39. Planning applications received**
 - 22/02428/TCA - Lambs Croft, Back Lane, Sibford Ferris.** T1 x Birch - Crown lift 5 metres and remove limb growing through Rowan. T2 - T3 x Holly - Reduce by 1 metre and trim side growth to shape. T4 x Bird Cherry - Crown lift by 5 metres to clear fruit trees and crown thin. T5 x Cherry - Reduce to previous points up to 2 metres. T6 x Hazel - Crown thin by 10% and Crown lift by 2.5 metres. **No objections. (Response made using delegated powers).**
 - 22/02142/TCA - 3 Home Farm Court, Main Street, Sibford Ferris.** T1 x Weeping Willow (Salix pendula) - Crown reduction by up to 3 metres. **No objections. (Response made using delegated powers). APPROVED.**
 - 22/02725/TCA - The Cottage, Main Street, Sibford Ferris.** T1 x Leyland Cypress Tree – Remove. **No objections. (Response made using delegated powers).**
 - 22/02760/F - 7 Walford Road, Sibford Ferris.** Single storey rear extensions and steel structure for off-street parking and external pergola on the new decking area. **No objections.**
- 40. Planning applications to be heard by the Cherwell District Council (CDC) Planning Committee**
 - 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. **It was agreed that Cllr Meyler will speak at the Planning Committee meeting to object to the application on behalf of the PC.**
- 41. Planning appeals received**
 - APP/C3105/W/22/3298098 - 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. **Clerk to submit a response to the appeal based on the original PC objection.**
- 42. Update re Cherwell Local Plan Review 2040** – It was expected that the next stage of the plan/consultation would be published in August. CDC had arranged a meeting for early September to provide information about the next stage to PC's before the document was published but this had to be cancelled due to the death of The Queen. The meeting will be rearranged for October before the next stage of the consultation is published. The local plan will be considered by the Executive Committee on the 7th November but even if it is approved it won't be adopted until early 2025 and will carry little weight until then.

43. Outstanding matters/actions from previous meetings

- i) Tree planting and plans for future maintenance of Pitch Hill Field – Many of the trees have survived. A parishioner has offered to find out about what is needed to protect the trees and the costs involved. A rainwater container has been put in.
- ii) Update on actions relating to Speedwatch/Speed reduction in the parish – No further update.
- iii) Update re request to Sibford Manor Residents Company to put up a sign advising not to park at the T junction between Main St and the road to Burdrop – The Clerk has submitted the request and has followed it up but a decision has not yet been received. **Clerk to put a note in the Scene reminding parishioners that they should not park there as the extra width is to allow room for large vehicles to get around the corner.**
- 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 TPO application will be confirmed by 25th January 2023. This will cover a variety of oak trees on the north boundary in addition to the oak trees.
- v) Update re purchase of replacement noticeboard – The noticeboard has been ordered.

44. Hook Norton Road Development

- i) S106 funding allocation – Negotiations are taking place regarding the monies allocated to S106.
- ii) General update - A request for further/revised information in relation to discharge of condition 8 (sewage) was submitted to planning on the 7th September. This new information is being reconulted on and Gade await any comments. This information is on the planning portal for public viewing.

45. Play area (Cllr Bennett/Clerk)

- i) Update re quotes for new play equipment – There have been ongoing issues around vandalism of the equipment which is a concern and a decision is required regarding what the PC are going to do about the damage to the equipment in the short term. Selina has contacted CDC and Sanctuary Homes about possible funding towards new equipment but is waiting for a reply. The councillors agreed that the fencing appear to be the priority at the moment and agreed that **Selina should obtain quotes for new fencing to be brought back to the next meeting for consideration.** Should the fencing becoming dangerous before the next meeting the Clerk may use her delegated powers to get the work done urgently.

1 parishioner left the meeting at 7:47pm.

- ii) To receive the professional play equipment inspection report and agree any actions to be take in response to the report – As per item 45i the fencing is an issue. An additional exit gate is required. The wooden bench that has been damaged by strimming needs to be removed. The outdoor exercise equipment on the school site requires some tightening up. **Clerk to arrange for a contractor to tighten up the equipment.**

46. County Councillor Report – The 20mph scheme piloting in other villages has shown a decrease from 28mph to 24-26mph so a slight decrease. There are a number of schemes being worked on to make Oxford car free. More money will be spent on transport routes for cycling and walking rather than roads. Cllr Reynolds was asked to report the state of the road with potholes on Oakley Hill from the Gate Hangs High. Cllr Reynolds advised that he has reported this before as he has also witnessed the poor condition of the road that makes it dangerous but he will report this again.

47. District Councillor Report – This year will be a difficult budget. CDC are concentrating on trying to keep town centres open and redeveloping them. Castle Quay 2 seems to be going quite well. There is a lot of work going on with improving the wellbeing of the young and elderly with particular focus on keeping people warm through this winter with the concerns about energy costs.

Cllr Reynolds left the meeting at 7:36pm.

48. Finance

- i) Confirmation of the bank balance as at 22.09.22 of £25,091.12 – Cllr Bennett confirmed the balance stated is correct.
- ii) Proposal to remain opted in to the Smaller Authorities Audit Appointments (SAAA) arrangements – Proposed and agreed.
- iii) To appoint a new Internal Controls Councillor due to the resignation of Rod Pullen – It was proposed and agreed to appoint Cllr Meyler as the Internal Controls Councillor.

- iv) Proposal to change the bank account provider to Lloyds Bank and agree who will be signatories on the bank mandate – It was proposed and agreed to open a new account with the requirement for 2 to sign. The signatories will be the Clerk, Cllr Bennett, Cllr Meyler, and Cllr Gordon. **Clerk to open the new account and arrange for the transfer and closure of the Barclays account.**
- v) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

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| 01.08.22 | Kirsty Buttle | July salary and office | £183.50 |
| 01.08.22 | HMRC | July tax | £43.00 |
| 23.08.22 | Thomas Fox Landscaping | Grass cutting 7th and 28th July | £50.48 |
| 23.08.22 | Playsafety Ltd | Annual play inspection | £184.80 |
| 23.08.22 | Kirsty Buttle | Salary and office August | £183.70 |
| 23.08.22 | HMRC | Tax August | £42.80 |
| 23.08.22 | Kirsty Buttle | Expenses - SIM, One Drive, Glasses | £339.04 |

- vi) To note the following receipts: Noted.

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| 18.08.22 | Chacombe Parish Council | Contribution to Clerk's glasses | £34.07 |
| 22.08.22 | Farnborough Parish Council | Contribution to Clerk's glasses | £34.07 |
| 26.08.22 | Warmington and Arlescote PC | Contribution to Clerk's glasses | £34.07 |
| 26.08.22 | Wardington PC | Contribution to Clerk's glasses | £34.07 |
| 30.08.22 | Hornton PC | Contribution to Clerk's glasses | £34.07 |
| 30.08.22 | Overthorpe PC | Contribution to Clerk's glasses | £34.07 |
| 01.09.22 | Sibford Gower PC | Contribution to Clerk's glasses | £34.07 |
| 12.09.22 | Butlers Marston PC | Contribution to Clerk's glasses | £34.07 |
| 14.09.22 | Cherwell District Council | Precept | £3,743.50 |

- vii) To approve payment of the following invoices: Proposed and agreed.

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| Thomas Fox Landscaping | Grass cutting 25th Aug | £25.24 |
| Zen | Domain name sibfordvillagehall | £11.99 |
| Kirsty Buttle | Reimbursement of tax payment | £30.86 |
| Kirsty Buttle | Salary and office September | £183.50 |
| HMRC | Tax September | £43.00 |
| OALC | Internal Controls Training - Cllr Meyler | £66.00 |

49. Planning decisions 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. **Approved.**

50. **Information exchange** – The clerk advised the councillors that Sibford Gower Parish Council are considering putting wildflowers in the burial ground and asked if the councillors have any objection to this given that Sibford Ferris Parish Council pays 50% of the costs of maintaining the burial ground. The councillors advised they have no objections to such a project.

Meeting closed @ 9:07pm

Date of next meeting – 22nd November 2022

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