

Sibford Ferris Parish Council

Minutes of a meeting of the Parish Council held on **Tuesday 17th January 2023** at **7pm** at Sibford School

Present: Cllrs Katherine Roussel, Ginny Bennett, Andrew Meyler, Michael Gordon, John Wass, Clerk.

In attendance: 17 members of the public, 4 representatives from Deanfield Homes.

66. Apologies for absence – None.

67. Members' declarations of interest for items on the agenda – None.

68. Public participation session – None.

69. Hook Norton Road Development – Introduction to Deanfield Homes, the new owners of the site – Parishioners were invited to ask Deanfield Homes questions about the site. The questions are below followed by the Deanfield Homes responses in italic.

Do you plan to build out the existing scheme exactly as it has already been approved, or are you planning any minor or major changes? *It will be built as currently approved. We will be building to the ridge levels as agreed in the plans. The houses will be staying the same externally but we are looking at minor changes to the internal layout which we think are improvements.*

Will you keep the allotments? *Yes.*

What traffic management plan will be put in place to safeguard the village from lorries coming up and down the High St? *We have taken the document that Gade produced originally but we may have to make some amendments to it as we don't think it is as deliverable as it could be. The changes we will make will be internal things such as moving things around the site to ensure we keep things tidy as we leave. We have to follow the traffic management plan that has been agreed.*

What will the site operating days and times be? *It's all in the preapproved conditions and will be 5-6 days per week which includes a Saturday morning from 8am-1pm. There will be some deliveries outside of that.*

Will there be signs on the entrances to the village advising construction traffic that they should not use that route?. *Yes. We would also like to have a point of contact for villagers to contact if there are construction vehicles going through the village so we can speak to the companies involved and advise them that they need to use the designated route.*

Will there be more traffic through Hook Norton? *No there shouldn't be as it should do the route Bloxham, Milcombe and then Hook Norton Road way.*

Have you been in discussions with the landowners of the fields either side of this development? Do you plan to expand the development in any way? *No. We don't have any plans to talk to them as this development is our main focus.*

Are there any other obligations you are required to fulfill under covenants on the land? *We have to provide a road up to a certain point on one boundary, and the traffic management routes.*

How do you feel about possibly having to provide access through your site even after it's developed and you are selling the houses, for construction traffic to access the small afield adjacent to your site if permission were granted to build there? *We are obligated to provide the route and we knew that when we bought the site so we have no views on it.*

What is the draw of this site for you? *The location. We want to build aspirational homes.*

Will parishioners get a first opportunity to buy the affordable homes? *There are 9 affordable homes and we partner with a housing association. It is for the housing association to go through the process of allocating the homes but parishioners should put their names forward if they are interested in the homes.*

A parishioner suggested that Deanfield Homes could put out information to parishioners at the appropriate time advising them how they go about applying for the affordable homes. How have you sized the sewage system? What is the max number of homes that it has been sized to accommodate? *When you make an application to connect any development there is a capacity check done which would have been done by Gade Homes and this would provide a capacity figure. We have consent to connect to the network which suggests it has been found that the system can cope with the additional capacity required. The system on the site will be a pumped system and the discharge rate from the site is very small in comparison to a standard gravity fed system.*

Are you obliged to provide the extra capacity if the neighbouring planning application goes through? *I believe the planning says we would have to accept it but it would be their responsibility to organise any improvements required to the system.*

When do you plan to start and finish? *The building should start in March and is expected to be completed around 18 months after the start date depending on weather.*

How do you propose to develop the site? *We will start with infrastructure of roads, then the foundations of the houses at the front.*

The S106 that was agreed with Gade Homes by Cherwell District Council (CDC) was put together in haste and was not fully consulted on with the community. Does the sale to yourselves give the community the opportunity to reopen the S106 discussions or does it transfer to you as is? *Unfortunately we now have to deliver on the S106 agreement as it is written. We have no control over the funds once they have been paid to CDC at the relevant trigger points throughout the development.*

The Parishioner suggested now would be a time for the PC to go back to CDC to see if it would be a good time to discuss the S106 funding plans given the new owners of the site.

Are Deanfield willing to support the parishioners' request to make changes to the S106 agreement? *We don't feel we have any say over this but if the PC let us know what they are hoping for we can find out if there is anything we can do.*

Some houses will be in red brick and some in stone – is there any difference in cost of building and will the affordable housing be of a particular type? *The stone is significantly more expensive but we are not changing the mix of red brick and stone on the site.*

Are you keeping the air source heat pumps? *Yes.*

What will the provision of Swift bricks be on the site and what is the situation re bats? *There is an approved ecology plan with 2 types of integrated bird boxes and bat boxes in the units along with some in trees.*

Will the hedgerow be kept? *Yes.*

What are the plans re surface water? *The roads will be tarmac with a gully system that goes to a soakaway, and the driveways will be permeable.*

The rear hedge line going up Woodway Road on the road side needs cutting back. Who is responsible for this? *That would be us as the landowner so we will contact the relevant team to arrange for it to be cut back asap.*

What are the plans re parking for the future home owners? *Some of the houses towards the back have around 4-5 parking spaces each and the affordable housing will have 2 spaces each so there should be enough to manage the number of vehicles expected on the site.*

Will the lorries clean their wheels before they leave the site so they don't leave lots of mud up and down the roads in the village? *Yes there will be wheel washers on site.*

Is there any legal obligation for you to build what is approved? *We have to build what is approved under the planning agreement. The council could take legal enforcement against us if we build something different unless we apply for new planning which we don't intend on doing as this would take extra time and additional cost.*

Will the pricing for the units be as they were when Gade Homes advised? *We don't know what the Gade Homes prices were so we can't compare and we wouldn't put our prices out yet as it can depend on changes to costs over the coming months.*

9 members of the public and the Deanfield Homes representatives left the meeting at 7:54pm.

70. To approve the minutes of the Parish Council (PC) meeting held on 22nd November 2022 –
The minutes were proposed, agreed, and duly signed.

71. Outstanding matters/actions from previous meetings

- i) Update on Defibrillator and CPR Training – Training was arranged for December but had to be cancelled due to bad weather. A new date will be organised.
- ii) Plans re Coronation Celebrations – **Clerk to put a notice out on the website and in the Sibford Scene asking for volunteers to form a group to plan celebratory events in the Sibfords.**
- iii) Update re TPO requests on 2 Oak trees on Woodway Rd and 1 Oak tree on the North boundary of the Deanfield Homes development – The TPO's have now been approved. It was noted that 4 TPO's have been approved - the agenda should have stated 2 Oak trees on the North Boundary.

72. Planning applications received

23/00060/F - Woodway Farm, Woodway Road, Sibford Ferris. Construction of two storey rear extension. **No objection.**

73. Update re Cherwell Local Plan Review 2040 – The plan was meant to come out on December 14th but was delayed. CDC have advised that if the draft plan is approved on 19th January they will send it out at the end of January for a 6 week consultation period which is open to anyone for comment. The draft plan states that Sibford Gower and Sibford Ferris will be categorised as smaller villages which allows for 'limited infill development within the existing built areas of these settlements, or if it is allocated within an adopted Neighbourhood Development Plan or future parts of the Local Plan'. The large local sites suggested on the initial consultations have not been included in the plan and the main development areas will be focused around larger areas such as Banbury, Kidlington, and Bicester. It was proposed and agreed to delegate powers to the **Clerk to submit a response to the consultation based on the views of councillors should the deadline for response be before the next meeting.** The councillors expressed their thanks to the previous Chairman, Simon Rayner, and the existing Chairman, Katherine Roussel for their work on getting the villages recategorised.

74. Blue Cedar Homes appeal on Land South of Faraday House – The appeal process is ongoing. There are still questions about whether the sewage issues have been correctly handled. The PC has been in touch with the planning inspectorate about these issues and requested that the planning appeal be put on hold until the sewage issue is sorted. They replied saying that our additional information was after the deadline for information on the appeal so the PC replied advising that on that basis the inspectorate should also not consider the removal of the objection from Severn Trent as that was also put in after the deadline.

8 members of the public left the meeting at 8:23pm

75. Play area (Cllr Bennett/Clerk)

- i) To receive quotes for replacement fencing and agree which contractor to appoint – It was proposed and agreed to instruct the contractor to complete the replacement of the entire fencing at a cost of £3,930 + VAT. It was also agreed that before the work goes ahead **Cllr Bennett should ask if they could provide a quote for metal post shields on the entire fence** to significantly increase the expected lifespan of the fence. It was proposed and agreed to **delegate powers to the Clerk to instruct the contractor to include metal post shields in the work if the cost is deemed reasonable and has the support of councillors (by e-mail).**
- ii) Update re quotes for new play equipment – Ongoing.
- iii) Update re actions in response to the professional play equipment inspection report – **Cllr Bennett will chase up Wicksteed for buffers for the outdoor exercise equipment. Cllr Bennett to get a price for replacement baby seat for swing as the previous one had to be removed for safety reasons.**

76. County Councillor Report – None.

77. District Councillor Report – None.

78. Finance

- i) Confirmation of the bank balance as at 11.01.23 of £21,330.46 – Cllr Meyler confirmed the balance stated is correct.
- ii) To confirm completion of the third quarterly (Oct to Dec) internal controls checks - Cllr Meyler confirmed the check has taken place and all was found to be in order.
- iii) Update re changing the bank account provider to Lloyds Bank – The Lloyds account has now been opened. The Clerk will await confirmation from Cllrs that they are able to access the online banking and will then transfer all funds from the Barclays account to the Lloyds account before arranging the closure of the Barclays account.
- iv) Request from Sibford School for the PC to fund some child pads for the defibrillator at a cost of up to £100 – **Cllr Wass to find out more about the need for paediatric pads and bring back to next meeting for consideration.**
- v) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

18.11.22	ICO	Data Protection Fee	£35.00
22.12.22	Greenbarnes Ltd	Noticeboard	£2,088.89
22.12.22	Thomas Fox Landscaping	Mowing of play area 03.11.22	£25.24
22.12.22	Chris Jarvis	Installation of noticeboard	£120.00
22.12.22	Kirsty Buttle	Salary and office December	£195.70
22.12.22	HMRC	Tax December	£45.80

- vi) To note the following receipts: None
- vii) To consider increasing the Clerk’s payscale and making a contribution to a pension scheme – It was proposed and agreed to increase the Clerk’s SCP to 25 as of 1st April 2023. It was also agreed to provide a contribution of £12 to a pension scheme for the Clerk. The Clerk advised that **the way the pension scheme (NEST) works may not allow for a fixed amount and that it may need to be a percentage of salary. Clerk to look into this further and bring back relevant information to the PC to make a final decision on the pension contribution. Clerk to arrange the increased pay amount from 1st April 2023.**
- viii) To consider and agree the budget and resulting precept for 2023-24 – It was noted that the council’s general reserves (£4000) are significantly below the guided amounts for small councils which is around 12 months of precept (precept was £7,487 in 2022-23) which is to allow the PC the ability to continue to function for 1

year even if there were problems receiving the funding from the District Council. The current reserve amount may not be adequate should there be any unexpected tree work due to storms so it was agreed that the PC should work to slowly increase the general reserve over the next few years with the aim of being in the region of the precept value. It was proposed and agreed to add £400 to the general reserve this year, resulting in a budget of £8,725 and a precept of £7,888 with the difference being funded by additional income received in 2022-23 and income (VAT refund) in 2023-24. **Clerk to submit precept demand.**

79. Planning decisions received

22/03145/F - The Long House, Main Street, Sibford Ferris. Installation of ground based solar panels with a total surface area of 18 square metres. **Approved.**

22/03032/F - Shortland Park Stud, Hook Norton Road, Sibford Ferris. Alterations and extensions, erection of new garage, and formation of swimming pool. (Amendments and reduction in size of previously approved 21/04038/F). **Approved.**

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. **Withdrawn.**

80. Consideration of how the Parish Council can encourage more ‘green/environmentally friendly’ activity in the parish – Cllr Wass agreed to send information about proposals to the PC and invite Stephen Gomersall, and Stewart Roussel to attend the first part of the next PC meeting to discuss their proposals.

81. Information exchange – None.

Meeting closed @ 9:03pm

Date of next meeting – 21st March 2023

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