

Sibford Gower Parish Council

Minutes of a meeting of the Parish Council held on **Thursday 23rd March 2023** at **7pm** in Sibford Village Hall, Sibford Gower

Present: Cllr Jackie Noquet (Chairman), Cllr Geoff Noquet, Cllr James Garstin.

In attendance: 2 members of the public, Clerk.

94. Public participation session – None.

Business

95. Apologies for absence – Apologies received - Cllr Alan Berks, Cllr Andrew Downes. Apologies accepted – None.

96. Members' declarations of interest for items on the agenda - None.

97. To approve the minutes of the Parish Council (PC) meeting held on 18th January 2023 – The minutes were proposed, agreed, and duly signed.

98. Outstanding matters/actions from previous meetings

- i) Request for double yellow lines at the crossroads on the Acre Ditch end of Main Street – The request has been submitted and other than the confirmation from Oxfordshire County Council (OCC) no further update has been received. This item should now be removed from the agenda until any further action is required.
- ii) Update re query on ownership of benches on the Burial Ground – The Church have confirmed that although the benches are within the PC burial ground they are owned and maintained by the Church. The Clerk has been provided with a signed document confirming this to be kept on file.
- iii) Update re Local Plan Review 2040 – The consultation was paused by the Executive and sent back for amendments. It is unknown how long this will take so this item should be removed from the agenda until further progress is made by Cherwell District Council (CDC).

99. Concerns raised by parishioners regarding bollards installed at the end of Bonds End Lane – A Highways representative has visited the site and has made a number of suggestions which they believe should rectify the situation. The PC are happy in principle with the proposals received from Highways but before confirming that with Highways Cllr Berks and Cllr Garstin would like to check with the parishioners who raised concerns about the bollards whether they believe the proposals to be suitable. **Cllr Garstin to let Clerk know parishioners' views on Monday and Clerk to submit response to Highway if no further concerns are raised.**

100. Feedback from District/County Councillors – None.

Assets and services

101. Burial Ground

- i) To receive quotes for a wildflower area and bulb planting and agree which contractor to appoint – Proposed and agreed to accept the quote from Thomas Fox Landscaping. **Clerk to instruct TFL asap.**
- ii) Request from parishioner for the PC to do something about the moles in the Churchyard – Reverend Bowler has advised that he does not believe the moles are causing any safety issues with the headstones and has advised that the only action that may need to be taken is to refill and flatten any holes made on the footpaths. **Cllrs agreed to monitor the situation and inform the Clerk if the problem appears to get worse.**

Finance

102. Bank balances as at 16.03.23 - £314.65 and £17,407.85 – Cllr Garstin confirmed the balances stated are correct.

103. Proposal to increase the Clerk’s payscale to SCP 26 from 1st April 2023 – It was agreed that the PC would like to have a better understanding of the typical payscales for clerks of councils of the size of Sibford Gower PC before making any decisions. **Cllr Garstin to seek more information and provide to other councillors to consider at the next meeting.**

104. To consider making a contribution to a pension scheme for the Clerk from April 2023 – Defer to next meeting. **Cllr Garstin to look into this further as per item 103.**

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

Payments: Proposed and agreed.

27.01.23	Sibford Ferris Parish Council	Share of burial ground costs and income	£105.38
27.01.23	Kirsty Buttle	Salary and office Jan	£287.40
27.01.23	HMRC	Tax Jan	£57.40
27.01.23	Kirsty Buttle	Expenses - Ink cartridge	£47.58
21.02.23	Sibford Village Hall	Annual donation	£400.00
21.02.23	Sibford Scene	Annual donation	£200.00
21.02.23	Sibford Village Hall	Village Hall hire 18th Jan	£20.00
21.02.23	Kirsty Buttle	Salary and office Feb	£287.20
21.02.23	HMRC	Tax Feb	£57.60

Receipts: Noted.

23.01.23	Town Estates Charity	Grass cutting contribution	£841.48
09.02.23	Lloyds	Interest	£9.14
02.03.23	R Locke & Son	Burial ground fees	£251.00
09.03.23	Lloyds	Interest	£8.30

Invoices to be paid: Proposed and agreed.

NR Prickett	Cutting hedges Miriam Tebbs	£115.20
OALC	Annual membership	£156.00
Kirsty Buttle	Salary and office Mar	£287.20
HMRC	Tax Mar	£57.60
Sibford Ferris Parish Council	Burial ground fee share	£125.50
Kirsty Buttle	Expenses - share of phone, SIM, and One Drive	£27.04

Planning

106. Planning applications received

23/00542/F - Top Barn Farm Agriculture Building, Unnamed B4035 Single Carriageway 6811256, Sibford Gower. Variation of condition 2 (plans) of 20/00954/F - Vary roof from metal to slate tiles, Add window and door to north elevation, Provide detail of boundary treatments, Add PV array to south side. **No objection.**

23/00474/F - Stonewalls, Bonds End Lane, Sibford Gower. To remove the stone wall that was granted planning permission in 2018 to create easier and safer parking. Removal of double gates and to replace with single pedestrian gate. Plant privacy screening hedge to existing trellis. **The Parish Council support**

this application due to it providing much needed off road parking in the parish which could improve road safety.

107. Planning decisions received

22/03135/F - Sibford Park, Colony Road, Sibford Gower. RETROSPECTIVE - Formation of an external swimming pool, erection of two associated plant outbuildings and associated landscaping improvements.
Approved.

Community Development

108. Community Speedwatch - 8 parishioners from across The Sibfords have volunteered to take part in the Speedwatch scheme. **Clerk to find out from the police what the minimum number of volunteers is and how they enrol on the relevant training and provide the information to the volunteers.**

109. Town Estates Charity (TEC) – PC nomination to the TEC – Due to the absence of the councillors who are the PC links to the TEC it was agreed to defer this decision until the next meeting. **Clerk to arrange an informal meeting of the council to ensure all councillors understand what the TEC requirements are and what the PCs next steps should be.**

110. Coronation Celebrations

- i) Proposal for Sibford Gower Parish Council (SGPC) to be the overall organiser of the Coronation Celebrations in the parish therefore all risk assessments and insurance will be the responsibility of SGPC – Proposed and agreed.
- ii) Proposal to delegate authority to the Clerk to authorise expenditure and make payments up to the total value of £750 plus any amounts received from grants for items/services required for the Coronation Celebrations – Proposed and agreed.
- iii) To ratify the agreement of the PC via e-mail due to grant timescales for the Clerk to apply for a grant of £1,910 from The National Lottery Fund to help fund a Coronation wildflower meadow and entertainment for the Coronation celebrations – Proposed and agreed.
- iv) Proposal to delegate authority to the Clerk to submit a grant application to CDC up to the amount allocated for Sibford Gower for items required for the Coronation Celebrations – Proposed and agreed.

Meeting closed @ 8:28pm

Date of next meeting – 24th May 2023

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