

Sibford Gower Parish Council

The councillors are summoned to attend a meeting of the Parish Council to be held on **Tuesday 19th March 2024 at 7pm** in Sibford Village Hall, Sibford Gower

AGENDA

89. Public participation session - (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes).

Business

90. Apologies for absence

91. To note the resignation of Cllr James Garstin

92. Co-option of new councillor

93. To elect a Vice-Chairman

94. Members' declarations of interest for items on the agenda

95. To approve the minutes of the Parish Council (PC) meeting held on 15th November 2023

96. Outstanding matters/actions from previous meetings

- i. Update re meeting with Highways re the bollards outside the doctors' surgery – Highways have advised that they will not spend on items that are purely for verge protection
- ii. Update re request to Highways for their plans regarding the metal railings at the school (Cllr J Noquet)
- iii. Update re possible solutions re parking problems in the Bonds End Lane and Main Street area of the village (Cllr Berks)
- iv. Response from Cllr Geoff Noquet re Standards Monitoring Complaints made against him to the Monitoring Officer of Cherwell District Council

Assets and services

97. Burial Ground

- a) Update re enforcement of Burial Ground Regulations
- b) To approve the updates made to the Burial Ground Regulations as agreed at the last meeting
- c) To approve the new fees for use of the burial ground in line with the Church of England fees for 2024
- d) Discussion re responsibility for maintenance of the Churchyard including tree management, memorial stones, and repair of the damaged walls
- e) Subject to it being agreed that the tree maintenance is the responsibility of the Parish Council, proposal to instruct a full survey and mapping of the trees in the Churchyard and Burial Ground at a cost of £350

98. To confirm completion of a quarterly asset inspection and agree any actions required

99. Proposal to purchase a replacement battery for the defibrillator on the Village Hall at a cost of up to £350 and pads (if required) up to £75

100. To confirm management of the Millennium Field has been passed back to the Town Estate Charity (TEC)

Finance

101. Bank balances as at 13.03.24 - £67.67 and £14,840.23

102. Proposal to remove James Garstin as a signatory from the bank mandate

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

Payments:

27.11.23	Sibford Village Hall	Donation	£400.00
27.11.23	Sibford Scene	Donation	£200.00
27.11.23	Kirsty Buttle	Expenses - SIM and One Drive share	£14.99
27.12.23	Thomas Fox Landscaping	Mowing of churchyard and strimming of wildflower area	£922.87
27.12.23	Lovesey Rural Services	Millennium Field Hedge trimming	£960.00
27.12.23	Chacombe Parish Council	Share of clerks laptop	£112.22
27.12.23	Kirsty Buttle	Salary and office Dec	£328.90
27.12.23	HMRC	Tax Dec	£42.20
29.12.23	NEST	Pension Dec	£21.00
29.01.24	Kirsty Buttle	Salary and office Jan	£328.90
29.01.24	HMRC	Tax Jan	£42.20
31.01.24	NEST	Pension Jan	£21.00
04.03.24	Kirsty Buttle	Salary and office Feb	£328.90
04.03.24	HMRC	Tax Feb	£42.20
29.02.24	NEST	Pension Feb	£21.00

Receipts:

15.11.23	Banbury Memorials	Memorial Fee - Gardiner	£31.00
11.12.23	Lloyds	Interest	£18.67
09.01.24	Lloyds	Interest	£15.10
29.01.24	Sibford Ferris Parish Council	Churchyard & Burial Ground cost share	£1,736.27
09.02.24	Lloyds	Interest	£15.80
11.03.24	Lloyds	Interest	£16.60
03.11.23	Turner	Burial fee	£360.00
14.11.23	CDC	Refund re dog bins	£300.30

Invoices to be paid:

OALC	Annual membership	£168.00
Sibford Ferris Parish Council	Website share and burial fee share	£254.93
Kirsty Buttle	Salary and office Mar	£328.70
HMRC	Tax Mar	£42.40
NEST	Pension Mar	£21.00

104.To agree the following regular payments list from the 2024/25 agreed budget delegating authority to the clerk to make payments to relevant suppliers up to the budget total. All payments will need to be authorised online by 2 councillors in order for the payment to be made:

Clerks salary (inc tax)	£4,764.00
Clerks expenses/office allowance	£250.00
Venue hire	£270.00
Insurance	£365.00
IT and Website	£100.00
Training	£300.00
Subscriptions (ICO, OALC, CFO)	£230.00
Church Yard & Burial Ground	£2,185.00

Millennium Field	£2,150.00
Millennium Field (Dog bin emptying)	£120.00
Other dog bin emptying (x4)	£450.00
Highway verges	£883.50
Defib	£100.00
Annual Parish Meeting	£100.00
Miriam Tebbs Land	£150.00
General Contingency	£200.00
Other (D-Day 80, Parking scheme Bonds End Lane)	£480.00

105. To consider increasing the Clerk's payscale by 1 SCP to SCP 27 from 1st April 2024

Planning

106. Planning applications received

23/03176/TCA - West Farm Cottage, Main Street, Sibford Gower. T1 x Ash- Fell to ground level. early signs of Ash Dieback, in close proximity to the property. T2 x Beech- 15% thin of whole canopy to let more light into the garden whilst retaining a natural shape. T3 x No 5 Apples- Reduce to 3 metres from ground level to make further works manageable. T4 x Cononeaster- reduce height by 4 metres and shape. T5 x Apple- reduce by 1 metre. **No representation made. APPROVED.**

23/03312/F - Elmridge Farm House, Main Street, Sibford Gower. Conversion of existing outbuilding to form ancillary residential annexe. **No comment. (Response made using delegated powers). APPROVED.**

23/03596/F - Top Barn Farm, Sibford Gower. Change of Use of agricultural land to residential associated with existing consent 23/00542/F. **No representation made. APPROVED.**

107. Planning decisions received

23/02368/F – Long View, Pound Lane, Sibford Gower. Demolition of existing dwelling and erection of replacement dwelling and outbuildings. **Approved.**

23/02377/F - Mawles Farm, Pound Lane, Sibford Gower. Build a timber frame building within the existing pole barn building. This will make a two bay garage, shed and boiler room, ancillary to the main house. Home office, storage and mezzanine to the first floor. **Refused.**

108. Appeal decisions received

APP/C3105/W/23/3321715 - The Pheasant Pluckers Inn, Burdorp. RETROSPECTIVE - Change of Use of public house (Sui Generis) to hotel/bed and breakfast (Class C1). **Appeal dismissed.**

Community

109. Concerns raised by a member of the public regarding the dangerous state of the road up to the Dr's Surgery in Burdorp

110. Concerns raised regarding the damaged wall obstructing the footpath below the Blaze Inn Saddles Pub

111. D-Day Beacon Lighting – 6th June 2024

112. Plans for the Annual Parish Meeting 2024

113. Information exchange

Date of next meeting – 22nd May 2024



Signed:

Parish Clerk

Date: 14th March 2024