

Sibford Ferris Parish Council

Minutes of a meeting of the Parish Council held on **Tuesday 26th March at 7pm** at Sibford School

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

In attendance: 2 members of the public, County Cllr George Reynolds.

83. Apologies for absence – Apologies received – Cllr Wass. Apologies accepted – None.

84. Members’ declarations of interest for items on the agenda – None.

85. Public participation session – None.

86. To approve the minutes of the Parish Council (PC) meeting held on 16th January 2024 – The minutes were proposed, agreed, and duly signed.

1 member of the public left the meeting at 7:14pm.

87. Outstanding matters/actions from previous meetings

- i) Update re requests to Oxfordshire County Council (OCC) to repaint the road markings at the T junction and at the Elms crossroads and for general road safety improvements at the Elms crossroads – The lines have been repainted and 4 new signs have been put in. The PC is very pleased to see this has now been completed.
- ii) Litter picking – It was felt that planning a single day of litter picking doesn’t seem to work so it was agreed that the **Clerk should put a note out in the Sibford Scene encouraging parishioners to occasionally do a bit of litter picking when they are having a walk around the village.**

88. Hook Norton Road Development - General update – There have been complaints about very loud music being played on the site. Complaints have been made to Deanfield Home and to Environmental Health. The volume of the music has now reduced. The PC has been made aware by someone who contacted Deanfield Homes because they are interested in purchasing a home on the Sibford Ferris site that Deanfield Homes are advising prospective purchasers that the orchard, allotments, and pond area on the estate will be managed by ‘the parish’. If ‘the parish’ is referring to the PC then this is incorrect. The PC have no intention of taking on responsibility for these areas and are not aware of any legal or planning requirements that will force the PC to do so. It was agreed that **Cllr Meyler should write to Deanfield Homes and Cherwell District Council (CDC) advising them of the information the PC has received and advising that the PC do not intend on taking on responsibility for this area.**

89. Flytipping around the bottle bank near the Elms Crossroads – The flytipping in the area has been reported. The sign stating there is CCTV in the area has been broken. **Cllr Bennett agreed to remove the sign and continue to report incidents of flytipping.**

90. Planning applications received

24/00174/TCA - Barn House, Main Street, Sibford Ferris. T1 x Apple - prune by maximum of 2 metres. T2 x (Apple - prune by maximum of 2 metres. **No objection. (Response made using delegated powers). APPROVED.**

24/00545/TCA – Home Close, Main Street, Sibford Ferris. T1 x Lime Tree- reduce crown thin by 20% and thin out all dead wood. Tree height is 20m High and 13 m wide, so reducing height to 18m and tree width by 10m. T2 x Yew reduce tree crown by 20%. The Yew tree is 12m and 12m so taking the down 10m by 10m. **No objection. (Response made using delegated powers). APPROVED**

91. Play area (Cllr Bennett/Clerk)

- i) To consider the quotes for new play equipment – Updated quotes have not yet been received. Wicksteed did not want to quote without further information. HAGS were meant to come out today but had to cancel at short notice. Cllr Roussel agreed to take this and try to get some quotes with Cllr Bennett.
- ii) Any other updates – None.

92. County Councillor Report – None.

93. District Councillor Report – None.

94. Finance

- i) Confirmation of the bank balances as at 20.03.24 of £506.09 and £28,138.05 – Cllr Meyler confirmed the balances stated are correct.

Cllr Reynolds left the meeting at 8:10pm

- ii) Request from Sibford Gower Parish Council for the PC to fund 50% of the cost of a tree condition survey for the Churchyard and Burial Ground in Sibford Gower – amount requested is £175 – It was proposed and agreed to support Sibford Gower PC and pay the £175 towards the tree survey but the PC confirmed that this donation does not oblige them to fund any other costs relating to tree work suggested by the report or any other funding towards the Churchyard/Burial Ground. **Clerk to arrange the payment.**
- iii) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

29.01.24	Sibford Gower Parish Council	Burial Ground costs	£1,736.27
29.01.24	Kirsty Buttle	Salary and office Jan	£221.48
29.01.24	HMRC	Tax Jan	£53.00
31.01.24	NEST	Pension Jan	£15.35
20.02.24	Zen	Domain name	£14.39
20.02.24	Kirsty Buttle	Salary and office Feb	£221.68
20.02.24	HMRC	Tax Feb	£52.80
29.02.24	NEST	Pension Feb	£15.35
14.03.24	Zen	Website	£151.06

- iv) To note the following receipts: Noted.

09.02.24	Lloyds	Interest	£33.01
11.03.24	Lloyds	Interest	£31.78

- v) Proposal to pay the following invoices: Proposed and agreed.

Kirsty Buttle	Salary and office Mar	£221.48
HMRC	Tax Mar	£53.00
NEST	Pension Mar	£15.35
OALC	Annual membership	£168.00
Cherwell District Council	Annual lease for Cotswold Close play area	£30.00

- vi) To agree the following regular payments list 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 a councillor in order for the payment to go out – Proposed and agreed.

Clerk's salary	£3,758.40
Stationery, postage, telephone	£220.00
Internal audit	£320.00
Training costs	£250.00
Data protection	£35.00
OALC Membership	£175.00
Insurance	£550.00
Play area maintenance, rent and inspections	£5891 plus £20,399 not spent within 23-24
Burial Ground maintenance	£1,600.00
Dog bin emptying	£500.00
Website	£180.00
Donations - School, Scene, CAB	£75.00

S137 including Poppy Wreath donation	£25.00
Sibford Village Hall	£400.00
Other (D-Day 80 Remembrance)	£200.00

95. Planning decisions received

23/03171/F - Sibford Ferris School, Back Lane, Sibford Ferris. Alterations to the existing landscape and the construction of an amphitheatre with a roofed stage. **Approved.**

- 96. Contact received from Sibford Surgery Patients’ Group asking for support in pushing Highways to get the road up to the surgery repaired** - Cllr George Reynolds advised that as far as he is aware work will be taking place overnight from 10pm on Monday 19th August until 6am on Tuesday 20th August.
- 97. To consider signing up to the Parish Council Domain Helper Service – supporting parish councils to move to a .gov.uk domain** – After some discussion it was agreed not to go forward with this.
- 98. Plans for the Annual Parish Meeting (APM)** – It was agreed that the APM will take place from 6:45pm to 7pm on 20th May 2024.
- 99. Information exchange** – Two parishioners have offered to go and do some work around the saplings in Pitch Hill Field to try to ensure they thrive. The PC agreed to gratefully accept this offer of help.
- 100. Proposal to exclude the public and the press to discuss a staff matter (item 101)** – Proposed and agreed. *1 member of the public and the Clerk left the meeting @ 8:50pm.*
- 101. To consider increasing the Clerk’s payscale – current scale is SCP25** – It was proposed and agreed to increase the Clerk’s payscale to SCP26 as of 1st April 2024.

Meeting closed @ 8:55pm

Date of next meeting – 20th May 2024

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