

Sibford Ferris Parish Council

Minutes of the Parish Council meeting held on **Wednesday 24th July at 7pm** at Sibford School

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

In attendance: 2 members of the public.

- 20. Apologies for absence** – County Cllr George Reynolds.
- 21. Members’ declarations of interest for items on the agenda** – None.
- 22. Public participation session** – A parishioner from Mannings Close asked if the Parish Council (PC) can respectfully ask the residents to stop parking on Mannings Close which is a private road. It was agreed that the clerk should contact Cherwell District Council (CDC) to see if they would be willing to add a ‘Private road’ sign on top of the street name sign. It was also agreed that the **Clerk should put a note on the website, in the noticeboard, and in the Sibford Scene reminding parishioners not to park in private roads and that the area on the corner of the Manor should not be used as a parking space as it is there to allow large vehicles to get around the corner.**
- 23. To approve the minutes of the Parish Council (PC) meeting held on 20th May 2024** – The minutes were proposed, agreed, and duly signed.
- 24. Outstanding matters/actions from previous meetings**
 - i) Management of the defibrillator in Sibford Gower – Sibford Gower PC have advised that they are happy to continue to maintain the defibrillator in Sibford Gower themselves and do not require any funding from SFPC.
 - ii) Update re meeting with Highways regarding various Highways’ issues in the parish – Cllrs Wass and Meyler have met with a Highways Officer in the parish and took them around to show them the Highways related issues in the village. The Cllrs felt it was a positive meeting although it doesn’t appear that the highest priority jobs agreed have been completed yet. Highways has provided details of how the councillors can be set up as superusers of Fixmystreet which should allow them to get jobs directly into the Highways repair system.
- 25. Concerns raised by parishioner regarding lack of maintenance of trees on Back Lane** – The Clerk has checked the land registry and the trees are on unregistered land therefore it is not known who the owners are and OCC have advised they are not responsible for the area. As it is not PC land the PC can not instruct any work on it.
- 26. To confirm the response made to the consultation to change the speed limit in the parish in all areas that are currently 30mph to 20mph** - SFPC fully supports the replacement of the current 30mph speed limit with a reduced limit of 20mph - for the same zone of coverage as presently exists. SFPC objects to the proposed extension of the speed limit zone from its current boundary on the Hook Norton Road, at signs A11 and A12 on the Consultation Plan, to a new one further south shown by signs A15 and A16 on the Consultation Plan. OCC have said that the "*road agreements team have asked that we extend the 20mph limit to include the development, which we agreed to due to safety concerns*". The development referred to is the Deanfield Homes Hook Norton Road one, currently under construction, the entrance to which is well within the existing 30mph speed limit zone - making any extension unnecessary.

Accordingly, SFPC request that the village speed limit zone remains unchanged - apart from the limit itself being reduced to 20mph from 30mph.

20. Hook Norton Road Development

- i) Concerns raised by parishioner re safety of sewage connection being installed around the roots of a large tree – Planning enforcement were contacted by a parishioner and the planning enforcement officer provided the following information: After conducting an investigation into the streetlighting and sewage/drainage connections for the above development I provide the following update. The streetlighting that has been implemented on site is in accordance with the approved Section 38 highways adoption plan and the developer has provided the Section 38 Technical Approval certificate. We have therefore concluded that no breach of planning control has occurred in this instance so no further action will be taken. With regards to the sewage connection that is due to be carried out on the week commencing 8th July, the plans for these works have also been approved and should they be carried out in accordance then there would be no breach of planning control and no further action taken. The implementation of the sewage works also falls outside of the red line planning unit and within Oxfordshire County Council highways land. I have passed the concerns onto them directly and should you have any further concerns over the sewage connection works, please contact Oxfordshire County Council directly. Therefore, as no breaches of planning control have occurred, we have closed this case.
- ii) General update – None.

21. To agree the location(s) and types of new bus shelters to be installed in Main Street which will be funded by the S106 funds held by Oxfordshire County Council (OCC) - It was agreed that there is not sufficient room for a bus shelter at Folly Court so the PC would not accept a bus shelter for that location. It was proposed and agreed to request the Hassocks style bus shelter to be installed at the bus stop at the entrance to the school opposite Hawk's Lane. **Clerk to ask OCC if there is any way the parish can make use of the remaining funds for repairs to the bus shelter. Clerk also to check with OCC that there won't be any insurance issues with the roof of the shelter being a flat roof which there is the potential for children to climb on.** It was agreed that the request should not be placed with OCC until Cllr Roussel has made the headteacher of the school aware of the proposal to ensure they don't have any concerns about it being installed there.

22. Planning applications received

24/01327/TCA - Holmby House, Main Street, Sibford Ferris. T1 x Holly -pollard up to 3m to allow to regenerate as low topiary piece. **No representation made. APPROVED.**

24/01676/Q56 - Austin Grounds Farm, Hook Norton Road, Sibford Ferris. Prior Approval application for Change of Use from agricultural to residential by temporary transitional provisions that, until 20 May 2025, allow applicants to use rights as they stood prior to May 2024. **No representation made.**

23. Play area update – Installation of the new equipment on Cotswold Close will probably take place mid October. The professional safety inspection of the Back Lane equipment has taken place and a few minor issues were raised. It was proposed and agreed that the **Clerk should contact the play equipment repair contractor to ask them to complete the repairs required.**

24. County Councillor Report – None.

25. District Councillor Report – None.

26. Finance

- i) Confirmation of the bank balances as at 18.07.24 of £75.98 and £16,286.82 – Cllr Meyler confirmed the balances stated are correct.
- ii) To confirm completion of the quarterly internal control checks for Apr to Jun 2024 – Cllr Meyler confirmed the checks have taken place and all was found to be in order.
- iii) To confirm completion of an asset condition check and agree any actions required – Cllr Bennett confirmed the check has taken place and no repairs are required at the moment.
- iv) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

31.05.24	Kirsty Buttle	Salary and office May	£226.93
31.05.24	HMRC	Tax May	£54.40
04.06.24	NEST	Pension May	£15.74
18.06.24	Outdoor Play People	Play area replacement deposit	£15,135.00
27.06.24	Thomas Fox Landscaping	Mowing play area 02/05	£27.82
27.06.24	Kirsty Buttle	Salary and office June	£227.13
27.06.24	HMRC	Tax June	£54.20
28.06.24	NEST	Pension June	£15.74
27.06.24	Sibford Village Hall	Hall hire for defib training	£16.50
27.06.24	Keith Hicks	D-Day 80 expenses	£12.59
27.06.24	Adrian Lamb	Beacon for D-Day 80 event	£40.00
27.06.24	Ginny Bennett	D-Day 80 expenses	£10.00

- v) To note the following receipts: Noted.

10.06.24	Lloyds	Interest	£36.67
09.07.24	Lloyds	Interest	£20.20

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

Thomas Fox Landscaping	Mowing play area 6 and 20/06	£55.64
Kirsty Buttle	Salary Jul, office, and paper	£250.92
HMRC	Tax Jul	£54.40
NEST	Pension Jul	£15.74

27. To adopt the following updated policies:

- i) Financial Regulations – Proposed and agreed.
- ii) Scheme of Delegation – Proposed and agreed.

28. Planning decisions received

23/02719/F - Faraday House, Woodway Road, Sibford Ferris. Installation of external render system and cladding to existing house. Reworking the existing extension and garage by cladding, externally insulating, re-roofing and creating new openings. The addition of a new garage building on the site of an old large shed. **Approved.**

24/00799/F – Home Farm, Woodway Road, Sibford Ferris. Change of use of land to residential garden, erection of green house, fencing, paving and associated works (retrospective). **Approved.**

24/00926/TCA – West Town House, Woodway Road, Sibford Ferris. T1 x Silver Maple - twin stem tree crowded by other trees, poor form and lean. Fell to allow others to develop. T2 x Wellingtonia - Crown lift over property to give 2.5 metres clearance over roof. **Approved.**

29. Information exchange – Concerns were raised about whether the change to government and representatives within CDC will impact the adoption of the 2040 plan which is very much supported by the parish as it includes the redesignation of the village as a ‘small village’ separated from Sibford Gower in relation to development. **Clerk to e-mail CDC to ask if this is still going ahead and what the likely timescales are.**

Meeting closed @ 9:01pm

Date of next meeting – 24th September 2024

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