

Sibford Ferris Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 13th November** at **7pm** at Sibford School

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

In attendance: 2 members of the public.

Cllr Bennett opened the meeting as the vice Chairman.

- 51. Election of Chairman due to the resignation of Katherine Roussel** - It was proposed and agreed to elect Cllr Bennett as the Chairman. Cllr Bennett completed her Declaration of Acceptance of Office.
- 52. Apologies for absence** – County Cllr Reynolds.
- 53. Proposal to co-opt Edward Rossiter onto the Parish Council** – Proposed and agreed. It was agreed that Edward should complete his Declaration of Acceptance of Office no later than 30th November.
- 54. Members’ declarations of interest for items on the agenda** – None.
- 55. Public participation session** – A parishioner has contacted the Clerk with concerns relating to an individual letting their dog roam freely around the garages and grass outside the play area on Cotswold Close and not picking up after their dog. The clerk has advised that the garages area belongs to Sanctuary Housing and the grass belongs to CDC so they would be the relevant organisations to contact re their concerns or they could try the dog warden at Cherwell District Council (CDC) who may be able to help re the dog fouling. **It was agreed that the clerk should send the parishioner the contact details for all 3 contacts.**
- 56. To approve the minutes of the Parish Council (PC) meeting held on 24th September 2024** – The minutes were proposed, agreed, and duly signed.
- 57. Outstanding matters/actions from previous meetings**
 - i) Update re request to have a ‘Private Road’ sign placed at the end of Mannings Close – No update. **Clerk to continue to chase.**
- 58. Request from Oxfordshire County Council (OCC) to decide on another design of bus shelter to go outside the entrance to Sibford School due to visibility issues with the design chosen** – It was agreed to accept the proposed style of bus shelter in dark green. **Clerk to inform OCC which shelter type the PC would like and advise them not to relocate the bench that is being removed to install the bus shelter.**
- 59. Hook Norton Road Development**
 - i) General update – No further update.
- 60. Planning applications received - None**
- 61. Play area**
 - i) Update re repairs made in response to the professional inspection report – Cllr Bennett has not been contacted by the contractor re fitting the dampers. Clerk to chase him again. The headteacher of Sibford School has been in touch with the Clerk re the ownership and responsibility for the outdoor exercise equipment on the school site. It was agreed that the **Clerk should respond confirming that the PC believes it is responsible currently but would like the school to take it over.**
 - ii) Update re improvements to Cotswold Close Play Area – The work started on Monday 11th November. The Clerk has now received the required information from CDC re permissions therefore the grant promised by County Cllr Reynolds should be released to the PC. It was agreed that a ‘No dogs in the play area’ sign around 8x4 size should be ordered. **Clerk to order a sign.**
- 62. County Councillor Report** – None.
- 63. District Councillor Report** – None.
- 64. Finance**

- i) Confirmation of the bank balances as at 07.11.24 of £2,850.93 and £19,351.36 – Cllr Meyler confirmed the balances stated are correct.
- ii) To review the draft budget for the 2025/26 financial year – The PC discussed the draft budget as presented.
- iii) To confirm completion of the second quarterly internal control checks for Jul to Sep 2024 – Cllr Meyler confirmed the check has taken place and all was found to be in order.
- iv) To confirm completion of an asset condition check and agree any actions required – The check has not yet taken place. **Clerk to resend the inspection form to Cllr Gordon.**
- v) To note new charges of £4.25 per month being brought in by Lloyds Bank and to consider if a change of bank provider is appropriate – It was agreed to stay with Lloyds Bank.
- vi) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

30.10.24	Thomas Fox Landscaping	Mowing play area 05/09	£27.82
30.10.24	CDC	Half yearly chg dog bin emptying x 4	£267.70
30.10.24	Royal British Legion	Poppy wreath donation	£25.00
30.10.24	Kirsty Buttle	Salary and office October plus backpay	£279.23
31.10.24	NEST	Pension October	£15.74

- vii) To note the following receipts: Noted.

09.10.24	Lloyds	Interest	£15.35
07.11.24	HMRC	VAT refund	£2,654.32

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

HMRC	Tax October	£67.20
Thomas Fox Landscaping	Mowing play area 3 and 10 Oct	£55.64
Outdoor Play People	30% works start payment	£9,081.00

65. Planning decisions received - None

66. Information exchange – It was noted that the Sibford Action Group is dissolving. Cllr Wass is looking at organising a litter pick in January. Sibford School has queried who purchased the defibrillator at the school as there is a fault with the box. **Clerk to look into this.**

67. To agree meeting dates for 2025 – Proposed dates are **21st Jan, 19th Mar, 20th May, 22nd Jul, 17th Sep, 18th Nov** – Proposed and agreed. **Clerk to book meeting room.**

Meeting closed @ 8:22pm.

Date of next meeting – 21st January 2025

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