

# Sibford Ferris Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 19<sup>th</sup> March 2025** at **7pm** at Sibford School

Present: Cllrs Ginny Bennett, Michael Gordon, Edward Rossiter, Clerk.

In attendance: 1 member of the public.

**83. Apologies for absence** – Apologies received – Cllr Meyler, and Cllr Wass. Apologies accepted – None. Apologies were also received from District Cllr Brant and County Cllr Reynolds.

**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 21<sup>st</sup> January 2025** – The minutes were proposed, agreed, and duly signed.

**87. Outstanding matters/actions from previous meetings**

- i) Update re request to have a 'Private Road' sign placed at the end of Mannings Close – The Clerk has spoken to Cherwell District Council about this and they say they don't normally allow Private Road signs but they will come out to have a look at the area to see if this could be allowable due to how small the private road is.
- ii) Update re installation of new bus shelter opposite the junction to Hawk's Lane – No installation date as yet.
- iii) Smoke free signage – The grant scheme requires the PC to work with the local schools to get the children to create posters and the winning poster is then printed and put up in the play area. It was agreed to try to involve both Sibford Primary School and Sibford School. **Clerk to get more information regarding the next steps within the scheme and to progress this when possible.**

**88. Hook Norton Road Development**

- i) General update – None.

**89. Planning applications received**

**25/00369/F – The Fold, Back Lane, Sibford Ferris.** Single-storey ground floor, flat-roofed, extension to the bedroom at the rear of the property. This will add approximately 1.9 metres in depth. **No objection. (Response made using delegated powers).**

**90. Play area**

- i) Update re repairs made in response to the professional inspection report – Defer to next meeting.
- ii) To agree plans for an official opening of the upgraded Play Area – It was agreed to hold an official opening on Saturday 26<sup>th</sup> April at 2pm. **Clerk to arrange a plaque. Cllr Bennett to make other arrangements. The Clerk should create a poster re the opening to be placed on the noticeboard, on the website, and ask the school if they will put something in their newsletter.**
- iii) Proposal to transfer the ownership of the adult exercise equipment – total asset value of £7,499.79 – to Sibford School – Proposed and agreed. **Clerk to confirm with the school and update the asset register.**

**91. Finance**

- i) Confirmation of the bank balances as at 13.03.25 of £129.88 and £10,493.82 – Cllr Meyler confirmed by e-mail that the balances stated are correct.
- ii) To confirm completion of an asset condition check and agree any actions required – Cllr Gordon has completed a check and no issues were raised.
- iii) To agree the following updates to the Asset Register resulting in a new asset register value of £37,545 – The proposal was amended to also include the removal of all adult exercise equipment as agreed in item 90iii total value £7499.79 resulting in a new asset register value of £30,045.21.
  - Removal of Multiplay unit (-£10,200)

- Removal of Cradle Swing (-£675)
- Removal of Playhouse (-£600)
- Removal of Springers x 2 (-£1,500)
- Removal of Chicken Rocker (-£1.00)
- Removal of Bench (-£325)
- Removal of External hard drive (-£51.05)
- Addition of Tower Play Frame (+£18,476)
- Addition of Tractor Springer (+£535)
- Addition of Sheep Springer (+£472)
- Addition of Double swing with 2 toddler seats (+£2,070)
- Addition of Grass lok surface (+£3,672)
- Removal of Xerscape Chest Press/Pull Down exerciser combi (-£1,877.17)
- Removal of Xerscape Fitness Module – Surfer (-£1,322.77)
- Removal of Xerscape Fitness Module – Skier (-£1,570.91)
- Removal of Xerscape Fitness Module – Space Walker (-£1,332.34)
- Rower (-£1,396.60)

- iv) To review the spend against budget to date – It was asked why there has been such a high overspend on the OALC membership. The Clerk advised that due to the banking timings at the end of the last financial year last year’s payment didn’t go out until 1<sup>st</sup> April hence two year’s membership have gone through in 1 financial year.
- v) To agree the following regular payments list for 2025/26 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	£3,950
Stationery, postage, telephone	£220
Internal audit	£320
Training costs	£250
Data protection	£35
OALC Membership	£175
Insurance	£550
Play area maintenance, rent and inspections	£500
Burial Ground maintenance	£1,600
Dog bin emptying	£500
Website	£180
Donations - School, Scene, CAB	£75
Sibford Village Hall	£400
Other	£200
Bank charges	£51

- vi) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

07.02.25	Zen Internet	Annual Domain Charge	£14.39
27.02.25	Zen	Silver package annual charge	£151.06
27.02.25	Kirsty Buttle	Salary and office Feb	£234.55
27.02.25	HMRC	Tax Feb	£56.00
28.02.25	NEST	Pension Feb	£16.29

- vii) To note the following receipts: Noted.

10.02.25	Lloyds	Interest	£9.32
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viii) Proposal to pay the following invoices: Proposed and agreed.

OALC	Annual membership	£216.00
Sibford Gower Parish Council	Annual churchyard and website shared costs	£1,192.70
Kirsty Buttle	Salary March, office, SIM, and One Drive	£251.79
HMRC	Tax March	£56.20
NEST	Pension March	£16.29

**92. Planning decisions received**

**24/03250/OUT - Os Parcel 4300 North Of Shortlands And South Of High Rock, Hook Norton Road, Sibford Ferris.** Variation of Condition 4 (plans) of 18/01894/OUT (Appeal Ref:

APP/C3105/W/19/3229631) - Amendment to approved drawings, removing allotments. **Approved.**

**24/02065/F - Serenity Of Sibford, At Gautherns Barn, Colony Road, Sibford Gower.** Retrospective - Change of Use from a beauty salon at level 1 of the building into a single dwelling. **Approved.**

**93. Footpaths and dog walkers on Sibford School Campus** – The school have concerns about the public Rights of Way going through the school grounds, particularly those that go between school buildings and near changing rooms, as this creates safeguarding concerns. Due to this the school has submitted a request to Oxfordshire County Council to re-route the D’Arcy Dalton Way and the other footpaths within the school site to go around the perimeter of the school site. No response is required from the PC – the school just wanted to make the PC aware that they have made this application.

**94. Plans for the Annual Parish Meeting (APM)** – It was agreed that the APM will be held at 7pm – 7:15pm on 20<sup>th</sup> May 2025 immediately before the ordinary PC meeting starts. **Clerk to invite the District and County Cllrs to the meeting.**

**95. Information exchange** – None.

**96. Proposal to exclude the public and the press to discuss a staff matter (item 97)** – Proposed and agreed.

**97. To consider increasing the Clerk’s payscale – current scale is SCP26** – It was proposed and agreed to increase the clerk’s payscale to SCP27 from 1<sup>st</sup> April 2025.

**Meeting closed @ 9:15pm**

**Date of next meeting – 20<sup>th</sup> May 2025**

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