

Sibford Ferris Parish Council

Minutes of a meeting of the Parish Council held on **Tuesday 21st January 2025** at **7pm** at Sibford School

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

In attendance: 2 members of the public, District Cllr Brant.

68. Apologies for absence – Apologies received from Cllr Wass and County Cllr Reynolds.

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

70. Public participation session – None.

71. To approve the minutes of the Parish Council (PC) meeting held on 13th November 2024 – The minutes were proposed, agreed, and duly signed.

72. 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 not received any response from Cherwell District Council (CDC) despite chasing this a few times so **Cllr Brant agreed to follow this up.**
- ii) Update re installation of new bus shelter opposite the junction to Hawk’s Lane – The lead time on the bus shelter is 12 weeks so it is hoped it will be installed around the middle of March. It was noted that on the opposite side of the junction to where the bus shelter is being installed there is a problem with cars parking closer and closer to the junction which is affecting visibility. It was agreed that the **Clerk should contact Highways to ask if it is possible to put some double yellows or no parking zigzag markings there.**

73. Hook Norton Road Development

- i) General update – It has been noted that there has been some planting of trees on the site and it is starting to look better. Some new residents have moved in.

74. To consider a response to the Cherwell Local Plan Review 2042 – It was agreed that the PC agrees with the contents of the plan in relation to the recategorization of Sibford Ferris to a small village. **Cllr Meyler to write a response on behalf of the PC.**

75. Planning applications received

24/03107/TPO - High Rock, Hook Norton Road, Sibford Ferris. T3 - Oak - Crown lift tree over garden by 3 meters. G1 - Cherry Oak - Crown lift tree over garden by 3 meters, T2- Oak - Crown lift tree over garden by 3 meter/cut back from new building by 1m to achieve a 2m space, T1 - Oak - Crown lift tree over garden by 3 meters – Subject to TPO 12/2022. **No representation made. APPROVED.**

24/03159/TCA - Holly House, Main Street, Sibford Ferris. T1 x Cypress - Fell to near ground level. T2 x Cherry - Fell to near ground level. G3 x Mixed species group - Fell all trees growing along retaining wall to near ground level. T4 x Ash - Remove extended branch over garden to trunk. **No representation made. APPROVED.**

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. **No representation made.**

23/03245/F - Swalcliffe House, Grange Lane, Swalcliffe. Amendments to existing conservatory including infill stonework to walls and replacement of existing glazed roof with a slate tiled roof. Replacement of one dormer on East side of house with rooflight. **No representation made.**

76. Play area

- i) Update re repairs made in response to the professional inspection report – **Cllr Bennett to chase contractor and the play equipment provider to see if she can get hold of the tool needed to complete the repairs.**

1 member of the public joined the meeting at 7:26pm.

- ii) Update re improvements to Cotswold Close Play Area – The work has now been completed.
- iii) To agree plans for an official opening of the upgraded Play Area – It was agreed to hold an ‘official’ opening of the upgraded play area in April with County Cllr George Reynolds being invited to ‘open’ the play area. **Clerk to contact Cllr Reynolds to find out his availability in April. Clerk to get prices for plaques stating how the play area was funded.**

77. Finance

- i) Confirmation of the bank balances as at 16.01.25 of £193.49 and £11,226.28 – Cllr Meyler confirmed the balances stated are correct.
- ii) To agree the budget and resulting precept for the 2025/26 financial year – It was proposed and agreed to set a budget of £9,896 resulting in a precept of £10,394 with the difference being due to the need to build up the reserves towards the recommended minimum. **Clerk to submit precept demand.**
- iii) To confirm completion of the third quarterly internal control checks for Oct to Dec 2024 – Cllr Meyler confirmed the checks have taken place and all was found to be in order.
- iv) To confirm completion of an asset condition check and agree any actions required – Cllr Gordon has not been able to complete the check yet but will do it this week. **Cllr Gordon to complete the asset check asap.**
- v) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

18.11.24	ICO	Data Protection Fee	£35.00
29.11.24	Kirsty Buttle	Salary and office Nov	£234.35
29.11.24	HMRC	Tax Nov	£56.20
03.12.24	NEST	Pension Nov	£16.29
27.12.24	Kirsty Buttle	Salary and office Dec	£234.35
27.12.24	HMRC	Tax Dec	£56.20
31.12.24	NEST	Pension Dec	£16.29
27.12.24	Outdoor Play People	Final payment for play area repair	£6,054.00

- vi) To note the following receipts: Noted.

21.11.24	OCC	Grant re play area	£2,500.00
11.11.24	Lloyds	Interest	£16.87
09.12.24	Lloyds	Interest	£9.47
09.01.25	Lloyds	Interest	£9.58
13.01.25	HMRC	VAT refund	£2,588.08

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

Kirsty Buttle	Salary Jan 25 and reimbursement	£268.83
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HMRC	Tax Jan 25	£56.20
NEST	Pension Jan 25	£16.29

- 78. To consider a response to the government’s consultation on strengthening the standards and conduct framework for local authorities in England** – It was agreed that **councillors should provide their answers to all questions in the consultation to the Clerk before the end of January to allow the clerk to put together a response based on the majority answers and submit before the deadline.**
- 79. Proposal to adopt a Sexual and General Harassment Policy** – Proposed and agreed.
- 80. Smoke Free Signage** – There is a grant scheme offering signage for play areas. **Clerk to contact the scheme organisers to find out what the eligibility criteria is and make an application if eligible.**
- 81. Planning decisions received - None**
- 82. Information exchange** – District Cllr Brant is looking into organising joint parish meetings with other parish councillors and clerk in the ward to share ideas.
- Cllr George Reynolds advised by e-mail that it is probable that in the near future there will changes in Local Government with the possibility of a unitary Oxfordshire and/or a Thames Valley Mayor.
- It was noted that the Woodway Road junction with Hook Norton Road still needs the road markings reinstated. **Cllr Bennett to e-mail photos to the clerk to report on fixmystreet.**

Meeting closed @ 8:20pm

Date of next meeting – 19th March 2025

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