

Sibford Gower Parish Council

Minutes of a meeting of the Parish Council held on **Tuesday 15th April 2025** at **7pm** in Sibford Village Hall, Sibford Gower

Present: Cllr Jackie Noquet (Chairman), Cllr Alan Berks, Cllr Geoff Noquet and Cllr Alistair Paul.
Vanessa Oliveri, Parish Clerk

In attendance: 2 members of the public

01/25 Public participation session – One member of the public raised the requirement for Parish Councillors to have a gov.uk email address. The Parish Council had received this information and agreed that this would be an agenda item for the next Parish Council meeting.

02/25 Apologies for absence – none as all Councillors were present at the meeting.

03/25 Members' declarations of interest for items on the agenda – Cllr A Paul declared an interest in Item 11 Planning decisions received - items 5 and 6 as this was his property.

04/25 To approve the minutes of the Parish Council (PC) meeting held on 11th December 2024 – The minutes were proposed, agreed, and duly signed.

05/25 Outstanding matters/actions from previous meetings

- a) Cllr Berks had obtained a sign for the farmer to put out advising for no cars to park on the corner of Bonds End Lane and Main Street area of the village when larger vehicles were due. The PC noted that the sign would be given to the farmer and then this would be his responsibility. The PC to receive an update on this at the September PC meeting.
- b) The PC noted receipt of the precept on 9.4.25, total £4,725.00.

06/25 Co-option of a Parish Councillor

- a) To receive applications for co-option. – None received. The PC agreed to re-advertise the position.
- b) To agree to appoint a Parish Councillor to fill the vacancy at the next Parish Council meeting. – N/A

Assets and services

07/25 Burial Ground

- a) Discussion re responsibility for maintenance of the Churchyard including tree management, memorial stones, and repair of the damaged walls. – The Clerk was to follow this up with the PCC and report back to the next PC meeting.

08/25 Quote for hedge cutting and grass cutting at Miriam Tebbs

The PC agreed to appoint Nigel Prickett to cut the hedges and grass at Miriam Tebbs land
To cut grass in Miriam Tebbs £13.00 per cut three to four cuts per annum and to cut the hedges in Miriam Tebbs Land £105.00.

Grass cutting contract on the Churchyard and Burial Ground

The PC agreed to appoint Thomas Fox to carry out the grass cutting contract on the Churchyard and Burial Ground for the next three years as follows but omitting item 2 on the quote, to strim the wild area B (November) at a cost of £342.01. **The annual total for the contract work would be £1,908.74 plus VAT.**

Scope items (2024) CHURCH YARD & BURIAL GROUND	Remove arisings	No of visits	£ per visit (excl VAT)	Totals (excl VAT)
1. Mow grass (excluding wild area B) (every 3 weeks, April – November)	No	12	£129.00	£1,548.00
2. Strim wild area B (November)	Yes	1	£342.01	£342.01
3. Trim hedges & trees (November)	Yes	1	£360.72	£360.72
Annual Totals		14		£2,250.75

09/25 Finance

- a) **Bank balances as at 31.3.25** – To note the bank balances as at 31.3.25. £1,317.57 & £17,726.29
- b) **End of year figures:** The end of year figures up to 31.3.25 were being worked on and would be circulated to Councillors within the next two weeks and would be presented to the May PC meeting.
- c) **To note the External Audit timeframe.** The PC noted the external audit timeframe. The internal auditor had been contacted and would liaise with the Clerk to complete the internal audit.
- d) **To receive an update if the Sibford Scene and Sibford Village Hall had received a grant from the Town Estates.** – The PC noted that the Sibford Scene and Sibford Village Hall had received grants from the Town Estates. The PC unanimously approved to grant the Sibford Scene £200.00 and Sibford Village Hall £500.00.
- e) **OALC annual membership** - The PC approved the OALC annual membership at a cost of £216.00.
- f) **Annual Insurance** – The PC received three quotations for the Parish Council’s annual insurance as follows: -
Zurich Insurance £300.00 per annum same as previous years policy.
Clear Group Insurance £340.00 per annum as per previous years policy schedule.
Parish Protect £400.00 per annum as per previous years policy schedule.
- The PC unanimously approved to select Zurich Insurance for the annual insurance to commence from 1st June 2025 at a cost of £300.00.
- g) **Bank Mandate** – The Parish Council agreed to add Vanessa Oliveri, Parish Clerk to the bank mandate, and to action this requirement.
- h) **The PC noted and approved the payments and receipts since the last meeting and approved the invoices to be paid.**

Payments:

26.02.2025	Re-imburse Cllr Jackie Noquet	Purchase of PC laptop agreed at Dec PC meeting	£503.96
18.03.25	Bank service charge	Service charge	£4.25

Receipts:

17.03.25	Banbury Memorials	Permission for memorial	£167.00
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Invoices to be paid:

OALC	Annual membership	£216.00
Vanessa Oliveri	Salary – Dec, Jan, Feb & March	£1,431.40
Sibford Village Hall	Hire of hall 15.4.25	£24.00
Cherwell District Council	Half yearly charge for emptying dog bins	£334.62
NR Prickett	Hedge cut on Mirian Tebbs Land	£120.00

Planning

10/25 Planning applications received

1. **24/03296/F Little Brook, The Colony, Colony Road, Sibford Gower**
RETROSPECTIVE – Revision of roof slope from consented drawings application 21/00437/F.
COMMENT: No comment.
2. **25/00007/LB Little Brook, The Colony, Colony Road, Sibford Gower**
RETROSPECTIVE – Revision of roof slope from consented drawings application 21/00438/LB.
COMMENT: No comment.

11/25 Notification of planning appeals

1. **Appeal Ref: APP/C3105/W/24/3350881 Former Paddocks, Land off Backside Lane, Sibford Gower**
The development proposed was permission in principle for up to five dwellings.
Appeal Decision: The appeal is dismissed.
2. **Appeal Against Refusal: APP/C3105/W/25/3360446 The Pheasant Pluckers Inn, Street Through Burdrop –**
Provision of 3-7 dwellings.
An appeal has been made to the Secretary of State for Communities and Local Government in respect of the above site. The appeal follows refusal of a Planning Application.

12/25 Planning decisions received

1. **Ref: 24/03191/F 1 Sycamore Close, Sibford Gower**
Single storey rear extension with associated internal and external works. **APPLICATION PERMITTED.**
2. **Ref: 24/03183/TCA Green Acres, Main Street, Sibford Gower**
T1 – Cypress: to remove to ground level. **APPLICATION PERMITTED.**
3. **24/03026/F Sibford Park, Colony Road, Sibford Gower**
RETROSPECTIVE: construction of compost bays. **APPLICATION PERMITTED.**
4. **24/03261/F Methodist Chapel, Temple Mill Road, Sibford Gower**
Variation of Conditions 2 (plans), 3 (window opening) and 9 (window opening) of 19/02129/F - update conditions to allow for the insertion of a ground floor window in the West elevation at the rear of the building, addition of air source heat pump to front elevation and amendments to first floor windows inside elevation. **APPLICATION PERMITTED.**
5. **25/00235/LB Pond Coattage, Main Street, Sibford**
Updating/repair of existing outbuilding. **APPLICATION PERMITTED.**
6. **25/00233/F Pond Cottage, Main Street, Sibford Gower**
Updating/repair of existing outbuilding. **APPLICATION PERMITTED.**
7. **25/00140/F Land North of Mawles Farm House, Main Street, Sibford Gower**
RETROSPECTIVE - Change of Use from grazing land to private equestrian and erection of stables/store and gravel area. **APPLICATION PERMITTED.**

Community

13/25 Information exchange – none.

14/25 To confirm meeting dates for Annual Parish Meeting in May and Parish Council Meetings in September and December 2025.

The Clerk was to confirm the availability of the Village Hall for the Annual Parish Meeting and the May Parish Council Meeting either on the 27th or 28th May 2025. When the date is confirmed the Annual Parish Meeting was to be advertised on the PC website and in the Sibford Scene.

Future dates of Parish Council meetings were to be confirmed.

The meeting closed at 8.00pm.