

# Sibford Ferris Parish Council

A meeting of the Parish Council will be held on **Wednesday 17<sup>th</sup> September 2025** at **7pm** at Sibford School

## AGENDA

### 35. Apologies for absence

### 36. Members' declarations of interest for items on the agenda

### 37. To co-opt a new councillor

**38. Public participation session** (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes).

### 39. To approve the minutes of the Parish Council (PC) meeting held on 22<sup>nd</sup> July 2025

### 40. Outstanding matters/actions from previous meetings

- i) Update re repair of bus shelter opposite the junction to Hawk's Lane – Based on the timescales for manufacture of the new bus shelter it is likely this will be installed around the end of October.
- ii) Update re contact with Deanfield Homes regarding light pollution, the planned gap in the hedge, and management of the various areas within the site
- iii) State of the grass around the play area on Cotswold Close owned by Cherwell District Council (CDC)
- iv) Discussions re accessing S106 funds from the Hook Norton Road Development

### 41. Planning applications received

**25/01879/TCA – Malvern House, Main Street Sibford Ferris.** T1 - Lawson - Fell, outgrown location replace with Birch. T2 - Lime - Removal of epic growth. **No representation made. APPROVED.**

**25/01878/TCA – Lamb's Croft, Back Lane, Sibford Ferris.** T1 - Birch - Dismantle and removal to ground level overhanging neighbouring property. T2 - Birch - Fell Standing Dead Tree. T3 - Reduce Latural Growth over neighbouring boundary by 2 Meters. **No objection. (Response made using delegated powers). APPROVED.**

**25/01852/F – 3 Hook Norton Road, Sibford Ferris.** First floor rear extension. **No representation made. APPROVED.**

### 42. Request from resident for the PC to help fund defibrillator and CPR training sessions at a cost of £250 plus hall hire costs per session

### 43. Play area

- i) To receive the annual Playsafety Inspection Report
- ii) Any other issues

### 44. Pitch Hill Field

- i) To consider the best use of the field which would provide most benefit to parishioners
- ii) To receive quotes for the clearance of the field

### 45. To receive the External Auditor's Report for 2024-25

### 46. To adopt an IT Policy

### 47. Finance

- i) Confirmation of the bank balances as at 11.09.25 of £5,321.40 and £10,264.84
- ii) Confirmation of payments made since the last meeting using delegated powers:

29.07.25	Moore	External Audit 24-25	£300.00
21.07.25	Lloyds	Account fee	£4.25
19.08.25	Lloyds	Account fee	£4.25
29.08.25	Playsafety Ltd	Play equipment inspection	£100.80
29.08.25	Thomas Fox Landscaping	Play area mowing 14, and 28.07.25	£57.02
29.08.25	Kirsty Buttle	Salary, backpay, and office August	£276.48
29.08.25	HMRC	Tax August	£66.60
02.09.25	NEST	Pension August	£19.36

iii) To note the following receipts:

11.08.25	Lloyds	Interest	£6.99
09.09.25	Lloyds	Interest	£5.84
10.09.25	CDC	Precept	£5,197.50

iv) Proposal to pay the following invoices:

Thomas Fox Landscaping	Play area mowing 11.08.25	£28.51
Kirsty Buttle	Salary and office Sep 25	£247.41
HMRC	Tax Sep 25	£59.40
NEST	Pension Sep 25	£17.24

**48. Planning decisions received - None**

**49. Information exchange**

**Date of next meeting – 18<sup>th</sup> November 2025**

Signed: 

Parish Clerk

Date: 12<sup>th</sup> September 2025