

Sibford Ferris Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 17th September 2025** at **7pm** at Sibford School

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

In attendance: 6 members of the public,

- 35. Apologies for absence** – Apologies received – Andrew Meyler. Apologies accepted – None. District and County Cllr Brant also gave his apologies.
- 36. Members' declarations of interest for items on the agenda** – None.
- 37. To co-opt a new councillor** – No applications have been received. **Clerk to continue to advertise.**
- 38. Public participation session** - Concerns were raised about more misinformation being published about the Deanfield Homes site and the impact this is having on the residents, and it was asked if there is a way that it can be ensured that all residents in both Sibford Ferris and Sibford Gower are made aware of the facts around the development, potentially by distributing the newsletter published by Deanfield Homes to all properties in the two parishes. **Clerk to raise this with Deanfield Homes.** A parishioner raised concerns about overgrown vegetation over the footpaths on Hook Norton Road. **Cllr Bennett agreed to mention it to the parishioner who owns the vegetation.**
- 39. To approve the minutes of the Parish Council (PC) meeting held on 22nd July 2025** – The minutes were proposed, agreed, and duly signed.
- 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 – A meeting has not yet taken place but is now being arranged. Residents advised that it is believed that there is currently discussion with Cherwell District Council (CDC) about the number of lights being installed on the new development and the developers won't finish the pavements until the lighting situation has been checked. **Clerk to discuss this with Deanfield Homes.**
 - iii) State of the grass around the play area on Cotswold Close owned by CDC – CDC have confirmed they own the land around the play area including the garages. The lease on the play area expires in 2032. Six of the garages are let although payment has not been demanded for some time so it is possible that the tenants no longer make use of the garages or may have moved away. CDC are undertaking an Asset Strategy Review on a number of their property holdings and the Cotswold Close Garage Site is included in this. This will lead to the development of a strategy for those assets and a programme. Therefore It is unlikely that any capital will be spent on such sites until a decision has been made regarding their future. CDC advised that a discussion about potentially adding the area to their maintenance programme was to be held at a meeting on 10th September but no further information has been received. **Clerk to continue to chase CDC up on this.**
 - iv) Discussions re accessing S106 funds from the Hook Norton Road Development – A resident of Sibford Gower who works as a property Lawyer has offered to work with Sibford Ferris Parish Council to support them accessing and requesting reallocation of the some of the funds from the S106 agreement for the new development. The PC agreed that they would welcome this support in relation to accessing the remaining funds allocated for bus shelters for alternative projects, and trying to find out what is required to access the funds for the Village Hall but they do not wish to try to request reallocation of any of the funds from Sibford School. **Clerk to contact resident to discuss next steps.**
- 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 Lateral 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 – The PC supports the principle of an annual CPR and Defib training session but it was agreed that in the first instance the resident who raised this request should submit a request to The Town Estates Charity to fund the training as this appears to be exactly the kind of event that would fit with their aims. **Clerk to inform resident. Clerk to publish CPR training video on village website.**

43. Play area

- i) To receive the annual Playsafety Inspection Report – The report has been provided to the play area contractor and he has been asked to make all repairs required.
- ii) Any other issues – None.

44. Pitch Hill Field

- i) To consider the best use of the field which would provide most benefit to parishioners – In order to consider what the field can be used for it was agreed that the conveyance documents should be accessed to check there are no restrictive covenants on the land. **Clerk to try to get access to the documents.**
- ii) To receive quotes for the clearance of the field – Quotes not yet received.

45. To receive the External Auditor’s Report for 2024-25 – The report was received and it was noted that some sections of the documents submitted (Internal Audit and Explanation of variances) were not fully complete. **Clerk to double check these next year before submission.**

46. To adopt an IT Policy – Proposed and agreed.

47. Finance

- i) Confirmation of the bank balances as at 11.09.25 of £5,321.40 and £10,264.84 – Cllr Gordon confirmed the balances stated are correct.
- ii) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

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: Noted.

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: Proposed and agreed.

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 – A resident has e-mailed the Chairman complaining that parents going to Sibford School are disregarding the 20mph limit. **Cllr Rossiter agreed to ask the headteacher to include a note in the school newsletter to ask parents to slow down.** A resident suggested that Sibford School may want to consider putting a white line at the end of their driveway opposite Hawks Lane to make it clear to those exiting the school that they need to stop rather than driving straight out onto the road. **Cllr Rossiter agreed to raise this with the school again.**

Meeting closed @ 8:34pm

Date of next meeting – 18th November 2025

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