

# Sibford Ferris Parish Council

Minutes of a meeting of Sibford Ferris Parish Council held on **Tuesday 18<sup>th</sup> November 2025 at 7pm** at Sibford School

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

In attendance: 3 members of the public.

**50. Apologies for absence** – Apologies received – Cllr Edward Rossiter. Apologies accepted – None.

**51. Members' declarations of interest for items on the agenda** – None.

**52. To co-opt a new councillor** – No applications.

**53. Public participation session** – None.

**54. To approve the minutes of the Parish Council (PC) meeting held on 17<sup>th</sup> September 2025** – The minutes were proposed, agreed, and duly signed.

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

- i) Update re repair of bus shelter opposite the junction to Hawk's Lane – Not yet installed. **Clerk to chase up Oxfordshire County Council (OCC).**
- 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 been held with representatives of Deanfield Homes and they have provided information regarding the management of the various areas of the development. They confirmed the PC will not be manging any of the areas. They are open to putting shades on the streetlamps but first wish to wait until the development is completed as there may be changes to the lighting due to discussions they are currently having with Oxfordshire County Council. They believe the gap in the hedge was something that Highways and Cherwell District Council (CDC) wanted as there is no footpath on the entrance to the development but they will discuss this further with Highways and CDC. It was agreed that the **Clerk should contact District and County Cllr Brant to see if he can speak to the relevant people at CDC and OCC to ask if the gap in the hedge can be removed and the main entrance to the site be used as the pedestrian entrance too, and to find out who needs to give permission to the developers to cut the planned hole in the hedge at the back end of the green space as pedestrians are currently creating their own access elsewhere.**

*1 member of the public joined the meeting at 7:15pm.*

- iii) State of the grass around the play area on Cotswold Close owned by Cherwell District Council (CDC) – CDC have agreed to add the area on to their regular grounds maintenance schedule and they will be arranging some remedial works soon.
- iv) Discussions re accessing S106 funds from the Hook Norton Road Development – CDC have been in touch with the Village Hall contacted about the S106 funds allocated to them and they are now considering what they would like to use the funds for. Deanfield Homes have advised that they don't object to the remaining funds currently allocated to bus shelters being reallocated to a different project but, as CDC hold the funds, they will need to agree to this. It was agreed that the **Clerk should contact CDC to request that the remaining funds that are no longer required for bus shelters be reallocated to Sibford Gower Primary School.**
- v) Update re contact with resident who requested support from the PC regarding offering defibrillator and CPR training sessions for residents at a cost of £250 plus hall hire costs per session – After some discussion it was agreed that the PC doesn't currently have the resources to manage an event but they if there is a resident who wishes to take on responsibility for this and apply to the Town Estates Charity for funding, the PC would be willing to support the event. The member of the public in attendance volunteered to take this on. **Clerk to pass on relevant information to the resident who contacted the PC about this.**

*2 members of the public left the meeting at 7:49pm*

**56. To consider whether to ask Deanfield Homes if they will install a dog waste bin at the gate to enter the public green space on the development and donate that bin to the PC which the PC will then pay to have it emptied on a regular basis** – The cost for emptying is currently £62.92 per year. It was agreed to ask Deanfield Homes to install a bin which the PC will then take responsibility for. **Clerk to contact Deanfield Homes.**

**57. Planning applications received**

**25/02418/TCA - Barn Cottage, 2 Home Farm Court, Main Street, Sibford Ferris.** T1 Willow - reduce overhanging branches on lawn side, taking back to old pollard points. T2 Beech - reduce over extended laterals over fruit trees by 2metres. T3 Plum - remove deadwood and reduce by 1.5 metres all round. **No representation made. APPROVED.**

**25/02522/TCA – Penn House, 9 Walford Road, Sibford Ferris.** G1 - Birch x3 - Fell due to close proximity to boundary and utility drain. G2 - Conifer - Fell due to heavy die back. **No representation made.**

**25/02812/F – The Small House, Small House, Sibford Ferris.** Demolition of existing single storey extensions and garage and erection of new single and two storey extensions. **No objection.**

**25/02705/TCA – Holmby House, Main Street, Sibford Ferris.** T1 Horse chestnut - Reduce height by 5 - 6m reducing lateral branches where necessary to balance the upper crown. Tree has been historically topped resulting in vigorous regrowth from these "pruning" points. **No objection. (Response made using delegated powers).**

**25/02904/TCA - Sibford School, The Hill, Back Lane, Sibford Ferris.** T1 Walnut - Crown reduction by approximately 3 metres (+/-0.5metre dependant on growth points available), Removal of all deadwood 25mm or greater in diameter at the point of attachment to functional wood and crown lifting to approximately 4 metres above ground level. G1 Holly and ash - Removal to stumps as close as possible to ground level from the north side of Holly house. T2 Beech - Crown reduction by approximately 3 metres (+/-0.5metre dependant on growth points available), Removal of all deadwood 25mm or greater in diameter at the point of attachment to functional wood. T3 Sycamore - Crown reduction of the south aspect by approximately 3 metres (+/-0.5metre dependant on growth points available), blending the reduced crown into the remaining crown. T4 Alder - Removal of the alder to a stump as close as possible to ground level. T5 Ash - Removal of the lowest south limb from the ash and then reducing the remaining south aspect of the crown by up to 3 metres (+/-0.5metre dependant on growth points available). **No objection.**

**58. To consider making a response to the following planning appeal on a property in Sibford Gower due to the fact that the application documents suggest that the fact that Sibford Ferris PC has not responded to this application and other recent applications on the property, means that Sibford Ferris PC ‘now accept that 2 public houses in the Sibfords are no longer sustainable’**

**APP/C3105/W/25/3375016 - The Pheasant Pluckers Inn, Street Through Burdrop, Burdrop. Permission in principle - 3-4 new dwellings – application 25/02149/PIP.** **The Parish Council note that the applicant claims that the lack of response from Sibford Ferris Parish Council suggests that we ‘accept that 2 public houses in the Sibfords are no longer sustainable’.** We would like to clarify that the lack of response from Sibford Ferris Paris Council should not be read into as an acceptance of the lack of viability of 2 pubs, as this is not the view of the Parish Council, and is purely due to the Parish Council practice of not responding to applications that we have not been consulted on.

**59. To discuss Councillor responses to Clerk re planning applications received** – Councillors were reminded that they all need to respond to e-mails about planning applications that have deadlines before the next meeting date.

**60. Play area – Updates re repairs and any other issues** – The contractor instructed has been difficult to contact over the last few months. It was agreed that a new contractor should be found. **Cllr Bennett to get quotes from other contractors.**

**61. Pitch Hill Field**

- i) To consider the best use of the field which would provide most benefit to parishioners – A resident has advised that the land was a road quarry before the telephone exchange purchased the land but they didn't need all of the land for the telephone exchange so they passed the remaining land on to the PC. It was suggested that as Highways owned the land when it was a road quarry they should be able to help with relevant documents. **Clerk to follow this up.**

- ii) To receive quote for the clearance of the field – It was agreed to accept the quote of £325 + VAT.  
**Clerk to instruct the contractor.**

## 62. Finance

- i) Confirmation of the bank balances as at 12.11.25 of £67.86 and £14,474.97 – Cllr Meyler confirmed the balances stated are correct.
- ii) To review the draft budget for 2026-27 – A number of changes were made including adding in the cost of the quote received under item 61ii, and removing the budget for a CPR/Defib training session in 25-26. **Clerk to make relevant changes and bring back to next meeting for consideration.**
- iii) To consider making a donation to the Volunteer Driver Service – It was proposed and agreed to make a donation of £50. **Clerk to make donation and ask for a copy of their posters to advertise the service in the parish.**
- iv) Proposal to make the following donations for the 2025-26 financial year: Proposed and agreed. **Clerk to make donations.**
- Sibford Scene - £50
  - Citizens Advice Bureau - £25
  - Village Hall - £400
- v) To confirm completion of the second quarterly (Jul to Sep) financial check for 2025-26 – Cllr Meyler confirmed the check has taken place and all was found to be in order.
- vi) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

19.09.25	Lloyds	Account fee	£4.25
27.10.25	Zen	Village Hall Domain name	£14.39
27.10.25	Thomas Fox Landscaping	Play area mowing 08, 22.09.25	£57.02
27.10.25	CDC	Half yearly charge for dog bin emptying	£302.02
27.10.25	Kirsty Buttle	Salary and office Oct	£247.21
27.10.25	HMRC	Tax Oct	£59.60
31.10.25	NEST	Pension Oct	£17.24
20.10.25	Lloyds	Account fee	£4.25

- vii) To note the following receipts: Noted.

09.10.25	Lloyds	Interest	£7.35
10.11.25	Lloyds	Interest	£7.78

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

Zen	Website domain name	£14.39
Thomas Fox Landscaping	Play area mowing 13.10.25	£28.51
Kirsty Buttle	Salary and office November	£247.37
HMRC	Tax November	£59.40
NEST	Pension November	£17.24

## 63. Planning decisions received – None.

64. To agree meeting dates for 2026 - proposed dates are 21<sup>st</sup> Jan, 18<sup>th</sup> Mar, 21<sup>st</sup> May, 30<sup>th</sup> Jul, 16<sup>th</sup> Sep, 18<sup>th</sup> Nov – Proposed and agreed.

65. Information exchange – None.

Meeting closed @ 8:48pm

**Date of next meeting – 21<sup>st</sup> January 2026**

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