

# Sibford Ferris Parish Council

Minutes of a meeting of Sibford Ferris Parish Council held on **Wednesday 21<sup>st</sup> January 2026** at **7pm** at Sibford School

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

In attendance: 2 members of the public.

**66. Apologies for absence** – Apologies were received and accepted from Cllr Ed Rossiter.

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

**68. To co-opt a new councillor** – No applications received. This will no longer be advertised due to the upcoming elections in May.

**69. Public participation session** – A resident raised concerns about potholes on the road to Hook Norton and some in Sibford Gower. The resident was advised to report these on Fixmystreet and Cllr Meyler agreed to look at them as he is a registered Fixmystreet Superuser.

**70. To approve the minutes of the Parish Council (PC) meeting held on 18<sup>th</sup> November 2025** – The minutes were proposed, agreed, and duly signed.

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

- i) Update re repair of bus shelter opposite the junction to Hawk's Lane – Now installed.
- ii) Update re contact with Deanfield Homes regarding the planned gap in the hedge, and alternative pedestrian access to the site – Deanfield have advised the following 'The pedestrian access close to Plot 12 - this is part of our S278 works and have been approved by Highways. We appreciate the Parish are not in agreement, but we have been informed these works need to be done.' **Clerk to ask Deanfield if it is possible to put a gate in.** In relation to the planned gap in the hedge on the Western Boundary of the site (hedge at the rear of Hoggin Path), it is not in Deanfield's ownership so they cannot cut a gap in it and they advised that if the PC wants to get it cut they would need to contact the owner. **Clerk to provide a map of the area to councillors for them to advise exactly where they are expecting the gap to be in the hedge and then the Clerk can try to find out who owns it and ask if they are willing to make a gap in the hedge.** If it is not a public right of way then it may not be something the landowner is willing to do.

*2 members of the public left the meeting @ 7:21pm.*

- iii) Update re request to transfer remaining S106 funds allocated to a bus shelter to Sibford Gower Primary School – The Clerk has contacted Oxfordshire County Council (OCC) and has requested that the remaining funds from the bus shelter fund be transferred to Sibford Gower Primary School. OCC requested that Deanfield Homes e-mail OCC directly saying that they approve of the transfer which Deanfield Homes have now done, therefore it is now in the hands of OCC.
- iv) Update re request for Deanfield Homes to install a dog waste bin on the new development which will be donated to the PC who will be responsible for its emptying – Deanfield Homes have agreed to this request and will let the Clerk know when the bin has been installed so the Clerk can arrange for it to be emptied.
- v) Update re Pitch Hill Field – covenant research – Further details have now been obtained and the Clerk is now waiting on some information from BT Openreach.

**72. To consider request from resident for the PC to purchase a grit bin to be placed near the entrance to Stour View – cost is £300 + VAT – Proposed and agreed. Clerk to place order with Oxfordshire County Council.**

**73. Planning applications received**

**25/02892/TPO – High Rock, Hook Norton Road, Sibford Ferris.** .2 x semi mature Oaks - Crown raise and reduction on the southern side of the crown by approx 15% (up to 2m) - subject to TPO 12/2022. **No representation made. APPROVED.**

**25/03069/TCA – The Hill, Back Lane, Sibford Ferris.** T1 Oak - remove tree. T2 Cotoneaster - remove tree. T3 Cypress - remove tree. **No representation made. REFUSED.**

**25/03002/F – 1 Mannings Close, Sibford Ferris.** RETROSPECTIVE - Conversion of garage to create habitable room(s) and single storey extension; loft conversion with rooflights; rooflight to be inserted over staircase; re-location of vehicle access leading to a new driveway with gate; solar panels to south facing elevation; removal of chimney. **No representation made.**

**25/03347/F – Austin Grounds Farm, Hook Norton Road, Sibford Ferris.** Alterations to and conversion of barn to form one dwelling (self-build). **No objection.**

**74. Play area – Updates re repairs and any other issues – Clerk to ask Chris Jarvis to complete repairs to the play area.**

## 75. Finance

- i) Confirmation of the bank balances as at 15.01.26 of £70.49 and £12,771.78 – Cllr Meyler noted that the balance of £70.49 is correct but the second balance should state £12,778.57.
- ii) To approve the budget and resulting precept for 2026-27 – It was noted that the general reserves have been quite low for a number of years and it has been necessary to try to build them up to the guided values for some time. As this year there are more properties in the parish it seems like a good time to put in larger increase to the reserves as it won't have as much impact on residents due to the increase in the tax base. It was proposed and agreed to set a budget of £12,307 resulting in a precept of £11,965 with the difference being funded by income. **Clerk to submit precept request.**
- iii) To confirm completion of the third quarterly (Oct to Dec) financial check for 2025-26 – Cllr Meyler confirmed that the check has taken place and all was found to be in order.
- iv) Confirmation of payments made since the last meeting using delegated powers: Proposed and agreed.

18.11.25	Lloyds	Account fee	£4.25
18.11.25	ICO	Data Protection Fee	£47.00
19.12.25	Lloyds	Account fee	£4.25
24.12.25	Sibford Scene	Donation	£50.00
24.12.25	Citizens Advice Bureau	Donation	£25.00
24.12.25	Sibford Village Hall	Donation	£400.00
24.12.25	Volunteer Driver Service	Donation	£50.00
24.12.25	Thomas Fox Landscaping	Play area mowing 10.11.25	£28.51
24.12.25	Thomas Fox Landscaping	Pitch Hill clearance	£390.00
24.12.25	Kirsty Buttle	Salary, office, and reimbursement Dec	£264.81
24.12.25	HMRC	Tax Dec	£59.40
31.12.25	NEST	Pension Dec	£17.24

- v) To note the following receipts: Noted.

09.12.25	Lloyds	Interest	£6.81
09.01.26	Lloyds	Interest	£6.79

## 76. Planning decisions received

**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. **Approved.**

**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. **Refused.**

**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. **Approved.**

**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). **Approved.**

**77. Information exchange** – It was noted that applications for the May elections are likely to open in March. **Clerk to advertise that the PC has elections on the parish website and in the Sibford Scene.** Concerns were raised again about the school not having a 'Stop' sign at the bottom of the driveway near the new bus shelter. **Clerk to chase up Cllr Rossiter to ask if he has had any response about this.**

Meeting closed @ 8:13pm.

**Date of next meeting – 18<sup>th</sup> March 2026**

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