

# Sibford Ferris Parish Council

All Councillors are hereby summoned to attend a meeting of Sibford Ferris Parish Council to be held on  
**Wednesday 18<sup>th</sup> March 2026 at 7pm** at Sibford School

## AGENDA

### 78. Apologies for absence

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

### 80. Public participation session

### 81. To approve the minutes of the Parish Council (PC) meeting held on 21<sup>st</sup> January 2026

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

- i) Update re contact with Deanfield Homes regarding the planned gap in the hedge, and alternative pedestrian access to the site
- ii) Update re request to transfer remaining S106 funds allocated to a bus shelter to Sibford Gower Primary School
- iii) 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
- iv) Update re Pitch Hill Field – covenant research

### 83. Planning applications received

**26/00193/F – The Small House, Small House Lane, Sibford Ferris.** Demolition of existing single storey extensions and garage and erection of new single and two storey extensions. **No representation made.**

**26/00590/TCA – Applegrove, Hook Norton Road, Sibford Ferris.** Tree A (Conifer) circa 5m tall crown lifting (1m) and reduction (2m) as beginning to hinder large vehicles entering the property and walkers using the footpath. Tree B (False Acacia) circa 20m tall crown reduction (5m) and thinning to reduce sail and allow more light into garden. Tree C (Beech) circa 25m tall crown reduction (5m) and thinning. Tree has significant sail and branches fully overhang both Hook Norton Road and Back Lane reduction will also allow more light into the front garden. Tree D (Maple 1) circa 7m tall crown thinning (1m-2m) to allow more light into the front garden. Tree E (Maple 2) circa 7m tall crown thinning (1m-2m) to allow more light into the front garden. Tree F (Maple 3) circa 7m tall crown thinning (1m-2m) and thinning to allow more light into the front garden. Tree G (Oak) circa 25m tall crown reduction (5m) and thinning to remove some dead limbs and again reduce sail.

### 84. Play area – Updates re repairs and any other issues

### 85. To consider quotes for the provision of .gov.uk e-mail accounts, and for a PC specific website

### 86. To consider whether the parish would like to take part in the 'Spring Clean 2026' (litter picking event)

### 87. Finance

- i) Confirmation of the bank balances as at 12.03.26 of £87.58 and £12,100.98
- ii) To confirm completion of a quarterly asset check and agree any actions required
- iii) Confirmation of payments made since the last meeting using delegated powers:

19.01.26	Lloyds	Account fee	£4.25
30.01.26	Kirsty Buttle	Salary and office Jan	£247.37
30.01.26	HMRC	Tax Jan	£59.40
03.02.26	NEST	Pension Jan	£17.24
17.02.26	Lloyds	Account fee	£4.25
27.02.26	Zen	Domain thesibfords.org.uk	£14.39
27.02.26	Kirsty Buttle	Salary and office Feb	£247.37
27.02.26	HMRC	Tax Feb	£59.40
27.02.26	NEST	Pension Feb	£17.24

iv) To note the following receipts:

09.02.26	Lloyds	Interest	£5.72
09.03.26	Lloyds	Interest	£4.69

v) To approve payment of the following invoices

Zen	Domain siberris	£17.99
OALC	Annual membership	£228.00
Sibford Gower Parish Council	Shared costs - burial ground and website	£561.98
Kirsty Buttle	Salary and office Mar	£247.37
HMRC	Tax Mar	£59.40
NEST	Pension Mar	£17.24
Lloyds	Account fee	£4.25

vi) To review the spend against budget to date

vii) To agree the following regular payments list for 2026/27 delegating authority to the clerk to make payments to relevant suppliers up to the budget total. All payments will need to be authorised online by a councillor in order for the payment to go out

Clerk's salary	£4,000.00
Stationery, postage, telephone	£274.00
Internal audit	£70.00
Training costs	£250.00
Data protection	£47.00
OALC Membership	£200.00
Insurance	£600.00
Play area maintenance, rent and inspections	£500.00
Burial Ground maintenance	£1,800.00
Dog bin emptying	£646.00
Website	£400.00
S137 including Poppy Wreath donation	£30.00
Bank fees	£51.00
Election	£2,029.00

#### 88. Planning decisions received

**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. **Approved.**

#### 89. Information exchange

#### 90. Plans for the Annual Parish Meeting (APM)

#### 91. Proposal to exclude the public and the press to discuss a staff matter (item 90)

#### 92. To review the Clerk's payscale – current scale is SCP27

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



Signed:

Parish Clerk

Date: 13<sup>th</sup> March 2026