

Sibford Gower Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 18th December 2024** at **7pm** in Sibford Village Hall, Sibford Gower

Present: Cllr Jackie Noquet (Chairman), Cllr Alan Berks and Cllr Alistair Paul.
Vanessa Oliveri, Parish Clerk

In attendance: 4 members of the public

- 48 Public participation session** – A member of the public asked about the Parish Council's laptop. The Chairman explained that previously the PC had jointly purchased a shared laptop for the Clerk to use between other Council's. The PC had decided to purchase a laptop solely for the use of Sibford Parish Council.
- 49. Apologies for absence** – had been received from Cllr G Noquet.
- 50. Members' declarations of interest for items on the agenda** – None.
- 51. Appointment of Mrs Vanessa Oliveri as Parish Clerk as from 1st December 2024** – Cllr J Noquet proposed to appoint Vanessa Oliveri as Parish Clerk as from 1st December 2024. Cllr A Paul seconded the proposal. A unanimous vote was taken of all in favour of the proposal.
- 52. Parish Clerk's Contract of Employment** – a unanimous vote was taken of all in favour of signing the Parish Clerk's contract of employment.
- 53. To approve the minutes of the Parish Council (PC) meeting held on 11th September 2024** – The minutes were proposed, agreed, and duly signed.
- 54. Outstanding matters/actions from previous meetings**
- a) Update re possible solutions re parking problems in the Bonds End Lane and Main Street area of the village – Cllr Berks informed the PC that a sign for the farmer to put out and remove for deliveries to his farm would cost approximately £80.00. The Parish Councillors present unanimously agreed to pay £60.00 towards the sign as this would help access in this area. Cllr Berks was to pass this decision onto the farmer and the PC would make the contribution when the sign had been purchased and was being put into use.
- 55. Co-option to fill a vacancy of a Parish Councillor** – The PC agreed to publicise a vacancy of a Parish Councillor. The Clerk was to put an advert on the PC website, Cllr J Noquet agreed to put a notice on the village noticeboard and a co-option notice was to go into the next Sibford Scene.

Assets and services

- 56. Burial Ground**
- a) To receive the tree inspection report and quotes for required tree work. – Received and noted.
- b) Discussion re responsibility for maintenance of the Churchyard including tree management, memorial stones, and repair of the damaged walls. – It was noted that the PCC were looking into whether their insurance covered the work noted above and would let the PC know in due course. **To carry this subject onto the next PC meeting.**
- 57. To receive quotes for the grass cutting contract on the Churchyard and Burial Ground and to agree which contractor to appoint.** – The PC received one quotation prior to the meeting. The PC agreed to obtain two further quotations prior to making a final decision.

Finance

- 58. Bank balances as at 12.12.24 – To note the bank balances as at 12.12.24.** £17,975.60 and £158.78.
- 59. To confirm completion of a quarterly asset check and agree any actions required** – The PC received a completed quarterly asset check completed by Cllr A Berks on 16.12.2024 and agreed the following actions: -
- a) Cllr J Noquet agreed to contact the County Council Highways department to report maintenance required on the gate at Piggy Lane as vegetation was pushing the fence over.
 - b) The PC noted one of the benches had become slightly rotten and would monitor.
 - c) The Clerk to email Cllr A Paul the quarterly asset check.
- 60. Proposal to make a grant of £400 to Sibford Village Hall and £200 to the Sibford Scene** – It was noted at the PC meeting that the Town Estates contribute funds towards items noted above. Cllr J Noquet agreed to contact the Sibford Scene and ask if they had received a donation from the Town Estates.
- 61. To approve to purchase a laptop for the Parish Clerk to use.** – The Parish Councillors unanimously approved to purchase a laptop up to £500.00.
- 62. To agree the budget for 2025 - 26** - The Parish Councillors went through the budget figures for 2025-26. The updated budget was unanimously approved at the meeting and would be circulated to the Parish Councillors and a copy would be published on the PC's website.
- 63. To approve the precept for the 2025-26** – Cllr J Noquet proposed the precept for 2025-26 to be £9,450.00. Cllr A Paul seconded the proposal. A unanimous vote was taken of all in favour of the precept for 2025-26 to be £9,450.00.
- 64. To note and approve the payments and receipts since the last meeting** – The Parish Councillors noted and approved the payments and receipts since the last meeting listed below: -

Payments		Total
30/09/2024	NEST	21.55
30/09/2024	HMRC	62.60
30/09/2024	Clerk	Private
30/09/2024	Thomas Fox (contract)	300.60
31/10/2024	NEST	21.55
01/11/2024	Cherwell District Council	334.62
01/11/2024	Thomas Fox (contract)	150.30
01/11/2024	Clerk	Private
01/11/2024	HMRC	62.40
01/11/2024	Sibford Village Hall	11.00
01/11/2024	NR Prickett	368.40
01/11/2024	Sibford Village Hall	16.50
25/11/2024	HMRC	82.40
25/11/2024	Clerk	Private
25/11/2024	Thomas Fox (contract)	699.06
25/11/2024	Thomas Fox (contract)	420.25
29/11/2024	NEST	27.31
	Receipts	Total
09/09/2024	Interest	14.28
09/10/2024	Interest	14.93
11/11/2024	Interest	18.15
09/12/2024	Interest	14.22

Planning

65. Planning applications received

- 1) **24/02518/TCA – Bank House, Street Through Burdrop, Burdrop.** T1 x Oak - Remove die back and reduce lateral growth by 2M all round. T2/3 x Yews - Crown thin removing sucker growth by 10%. **No representation made.**
- 2) **24/02600/F – New Barn Farm, Colony Road, Sibford Gower.** Variation of Conditions 2, 13 and 14 and removal of Condition 11 of 23/01092/F. **No comment. (Response made using delegated powers).**
- 3) **24/02664/PIP - The Pheasant Pluckers Inn, Street Through Burdrop, Burdrop.** Planning Permission in Principle is sought for the provision of 3-7 dwellings within the area outlined in red on the accompanying Ordnance Survey Map. **REFUSED.**
- 4) **24/02750/TCA – The Court House, Main Street, Sibford Gower.** Following the visit on 27 September 2024 by Martin Jenkins, NCH (Arb), Tech Cert (ArborA), TechArborA, the following work was agreed with the applicant: Large Cedar by the garage. Due to this tree's increasing size, I would reduce all over by 2.0 – 3.0m to leave it with a more compact crown. **No representation made.**
- 5) **24/03261/F – Methodist Chapel, Temple Mill Road, Sibford Gower.** Variation of conditions 2 (plans), 3 (window opening) and 9 (window opening) of 19/02129/F – update conditions to allow for the insertion of a ground floor window west elevation at the rear of the building.

COMMENT: No objection.

66. Notification of planning appeals

APP/C3105/W/24/3350881 - Former Paddocks, Backside Lane, Sibford Gower. Permission in Principle - construction of up to 5no. dwellings.

67. Planning decisions received

24/00661/F - New Rectory, Acre Ditch, Sibford Gower. Variation of Condition 2 (plans) of 21/03450/F - The drawings will indicate the dwelling as built. No representation made. **Approved.**

24/00613/F - The Pheasant Pluckers Inn, Burdrop. Amended design to 16/01525/F - Erection of a single storey building providing 3 no en-suite letting rooms amended to three-bedroom cottage for holiday let. The Parish Council has been consulted on planning application ref. 24/00613/F The Pheasant Pluckers Inn, Burdrop, OX15 5RQ - Amended design to 16/01525/F. **Approved.**

24/02065/F - Serenity Of Sibford, At Gautherns Barn, Colony Road, Sibford Gower. Retrospective - Change of Use from a beauty salon at level 1 of the building into a single dwelling. **Approved.**

24/02359/TCA – Hadlands, Bonds End Lane, Sibford Gower. 1 x Apple Tree - Crown reduction by 2M by removal of heavier water shoots back to framework and a general crown thin and dead wood. **Approved.**

24/02364/TCA – West Farm Cottage, Main Street, Sibford Gower. T1- Cut Leaf Beech - Reduce crown by 2-3m. **Approved.**

Community

68. Information exchange – Cllr J Noquet reported that she had attended County Council training on potholes and was now qualified to spray yellow paint around pot holes and report back to the County Council.

69. Local Plan Consultation – The PC noted that the District Council had launched a first draft consultation of the Local Plan.

70. To agree meeting dates for 2025 –

- **Wednesday 12th February 2025**
- **May 2025 – Date to be confirmed**
- **First week of September 2025 – Date to be confirmed**
- **December 2025 – Date to be confirmed**

The meeting closed at 8.00pm.