Sibford Ferris Parish Council

The councillors are hereby summoned to attend a meeting of the Parish Council, to be held on **Wednesday 18th November 2026** at **7pm** at Sibford School

AGENDA

47. **Apologies for absence**
48. **Members' declarations of interest for items on the agenda**
49. **Co-option to fill remaining vacancy**
50. **Public participation session** (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes).
51. **To approve the minutes of the Parish Council (PC) meeting held on 23rd September 2026**
52. **Outstanding matters/actions from previous meetings**
    i) Update re request to transfer remaining S106 funds allocated to a bus shelter to Sibford Gower Primary School
    ii) Update re use of councillor e-mail addresses
    iii) Update re request to Highways for advice regarding the possibility of installation of a Vehicle Activated Sign (VAS) on Main Street
    iv) Update re instruction of Land and Property Registration to complete the first registration of Pitch Hill Field
    v) To confirm correspondence sent to Cherwell District Council (CDC) regarding the planning application on, and use of the garages on Cotswold Close, and to Sanctuary Housing regarding parking and driving on the verges in Cotswold Close
    vi) Progress of opening new bank account with Unity Bank
    vii) Feedback from Cherwell District Council regarding flytipping in the parish
53. **Planning applications received**

26/02316/CLUE – Garage Block, Cotswold Close, Sibford Ferris. Certificate of Lawfulness of Existing Development for erection of a garage. No representation made. APPROVED.

26/02297/F – 3 Hook Norton Road, Sibford Ferris. Single storey rear extension. No representation made. APPROVED.

26/02708/TCA – Hillcot, 4 Home Farm Court, Main Street, Sibford Ferris. T1 Horse chestnut (Aesculus hippocastanum) - Sympathetic crown reduction by maximum of 30% leaving minimum height of 8 metres above ground level. T2 Weeping willow (Salix babylonica) - Pollard to previous points, 5 metres above ground level.

54. **Play area**
    i) Update re repairs
    ii) To consider whether suitable repairs can be completed to the diggers, or whether they should be removed, or replaced (cost of one new digger is around £2.5k)
55. **Churchyard and Burial Ground – To discuss and confirm what the agreement is with Sibford Gower Parish Council in relation to the Sibford Ferris contribution towards the cost of repairing Memorial Stones, Tree work, and repairing the Church wall**
56. **Finance**
    i) Confirmation of the bank balances as at 12.11.26 of £82.73 and £18,521.90
    ii) To confirm completion of the second (Jul to Sep) quarterly finance check for 2026-27
    iii) Proposal to make the following additions to the Asset Register:
        - Bus shelter on Main Street - £7,648
        - Bench on Hook Norton Rd – value to be agreed at meeting
        - Litter Bin – Back Lane/Hillfield Jct - £200
        - Litter Bin – Hawkes Lane/Main Street Jct - £200

- Grit Bin - Walford Rd - £250
- Grit Bin - entrance to Stour View - £250

iv) To review the spend against budget to date

v) To consider the draft budget for 2027-28

vi) Confirmation of payments made since the last meeting using delegated powers:

21.09.26	Lloyds	Account fee	£4.25
02.10.26	Thomas Fox Landscaping	Play area mowing Sep	£61.42
02.10.26	Kirsty Buttle	Salary, office, SIM, and One Drive	£282.98
02.10.26	HMRC	Tax Sep	£64.00
06.10.26	NEST	Pension Sep	£18.56
19.10.26	Lloyds	Account fee	£4.25
27.10.26	CDC	Half yearly charge for dog bin emptying	£302.02
27.10.26	Royal British Legion	Donation re poppy wreath	£23.00
27.10.26	Kirsty Buttle	Salary and office	£265.54
27.10.26	HMRC	Tax Oct	£64.00
30.10.26	NEST	Pension oct	£18.56

vii) To note the following receipts:

09.10.26	Lloyds	Interest	£7.49
09.11.26	Lloyds	Interest	£8.02

viii) To approve payment of the following invoices:

Zen	Annual domain thesibfords.uk	£15.59
Thomas Fox Landscaping	Mowing play area October	£31.91

57. Planning decisions received

26/01836/F – The Small House, Small House, Sibford Ferris. Proposed additional bedroom 4 - Extension to previously approved scheme - (26/00193/F). Approved.

26/02197/F – Barn North of Austin Grounds Farm, Hook Norton Road, Sibford Ferris. Alterations to and conversion of barn to form one dwelling and formation of associated hardstanding. Approved.

58. To agree meeting dates for 2027 – Proposed dates are: 26th Jan, 24th Mar, 19th May, 4th Aug, 28th Sep, 30th Nov.

59. Information exchange

Date of next meeting – 26th January 2027 **subject to agreement in item 58*

Signed: K. Buttle Parish Clerk Date: 13th November 2026