

OXSPRING PARISH COUNCIL

Minutes of the Annual Meeting held on Monday 16th May 2016,
Following the Annual Assembly at
6.45pm in Saint Aidans Church.

Present.

Councillor I Goldthorpe. (IG)
Councillor A Walker. (AWa)
Councillor I. Stanley. (IS)
Councillor A Mills (AM)
Councillor E Gratton-Rayson (EG)

In Attendance. Mrs S Tolson. (Clerk), Borough Councillor Wilson.

The meeting was opened by the previous Council's retiring Chair Councillor Goldthorpe, up to and including item 3 - "Appointment of Chairperson of Oxspring Parish Council",

1. Apologies.

Apologies were received and accepted from Councillor F Shaw and Councillor G Sedgwick. (IS,AW)

2. Appointment of Chairperson of Oxspring Parish Council.

Nominations for the coming year were called for, Councillor Goldthorpe was the uncontested nominee and he declared himself willing to stand and so was **elected** unopposed. (AW, AM). Councillor Goldthorpe continued the meeting in the Chair.

3. Declaration of Acceptance of Chair of Oxspring Parish Council.

Councillor Goldthorpe read and signed his declaration of Acceptance of Chair which was witnessed by the Clerk and dated.

4. Appointment of Vice Chair of Oxspring Parish Council.

Nominations for the coming year were called for, Councillor Walker was the uncontested nominee and she declared herself willing to stand and so was **elected** unopposed. (IG, EG). Councillor Walker read and signed her declaration of Acceptance of Vice Chair which was witnessed by the Clerk and dated.

5. Appointment of Allotments Manager.

The Clerk by job description.(IG,AW)

6. Appointment of Responsible Finance Officer.

The Clerk by job description.(IG,AW)

7. Confirmation of Internal Auditor, Finance Regulations, and any other members of the Council Finance Sub Committee.

The following were **agreed**. (IG,AW)

Internal Auditor - Mr Dean Howford.

Finance Sub Committee Member Councillor Shaw, Councillor Sedgwick, Councillor Walker.

Financial Regulations confirmed.

8. Appointment of Membership of Planning Committee.

All Council members are **appointed** to this committee but to be quorate it must include either, the Chair or Vice Chair plus two members one of which should live near any proposed development. (IG,AW)

9. Prioritisation of Agenda Items.

None.

10. Community Matters.

Public Participation Adjournment

None.

11. Minutes of the Meeting held on Monday 18th April 2016, and Matters arising from them.

The minutes were **agreed** as a true record and should be signed accordingly. (IG,IS)

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The Clerk had circulated a written report on her actions from the last meeting and this was up-dated.

- Re parking near the school, Cllr Gratton-Rayson informed the Council that she had spoken to the school and they have sent out emails and put up posters asking parents to be careful where they park.
- The Clerk obtained the land registry details for the land adjacent to the Memorial Garden. The Parish Council owns this land but there is a restrictive covenant that would mean that a lay-by cannot be built on this site. It was noted that when BMBC had owned the land the Council had also requested a lay-by on the site, but had not been possible back then due to the restrictive covenant.
- It was noted that the school warning lights need to be moved further back due to parked cars being in the way. The Clerk will report.
- It was suggested that parking enforcement is asked to come out at school times and stop the parking on the double yellow lines. The Clerk will request.
- The broken fencing along Sheffield Road between Gordon's Garden and Willow Lane was reported to BMBC. They have ordered some replacement rails to install.
- The newsletter was issued at the beginning of May.
- Re the request to use the field for a fitness class, the requestor was informed that they can use it on a trial basis.
- Permission was given to Oxspring Friends to use the field for a car boot on the 3rd July.
- The fencing modifications at the playarea were completed by the Chair and J Mitchell. It was noted by the Council how good these look.
- Councillor Barnard enquired about the crumbling wall on Sheffield Road and which houses had received letters. Only the houses on Manor Drive and Psalters Drive received letters as they have retaining walls. The remaining front garden walls along Sheffield Road are boundary walls and not covered by the Highways Act. As the walls are not a danger to the public and not covered by the highways act, BMBC has no legal power to enforce remedial action even though they may be unsightly.
- The Clerk reported the phone kiosk at the Fours Crossroads. It is now under consultation for its removal by BT. It will be removed as long as there are no objections.
- The hanging baskets from BMBC on lampposts have all been checked, and the brackets are in the process of being put up. The baskets will follow in June. The Clerk will enquire about BMBC watering the baskets at the Willows.
- It was noted that the pot holes near Mount Pleasant have been filled again, but not with the big machine. It was agreed to provide Councillor Wilson with a couple of locations where the Parish Council would like to see road surfacing redone.
- Any other matters would be included in later agenda items.

13. Business Matters.

a. Neighbourhood Plan.

- Councillor Walker reported that the responses to the consultation are now being collated and will be sent to the Consultants shortly for analyzing and advice.
- It was noted that the Kirkwells quote so far was to take the plan to the Regulation 14 consultation stage. Therefore a new quote is required for the remaining work.
- It was noted that further grant funding is available.
- The next stage is the regulation 16 consultation that BMBC does.
- BMBC will advise on the date that they would like to undertake this consultation.

b. Dog Fouling

- It was agreed to leave the signs that are up, and to add further signs in new locations as and when required. No further signs are needed at the Anthills.

c. Dry stone walls

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- The quotes from Tom Handley were circulated and discussed.
- It was agreed to pursue the quotes for the two sections of Sheffield Road. Councillor Wilson will discuss the matter with J Openshaw and Tom Handley as it is their project. John Openshaw is communicating with the landowners.
- The Parish Council queried the need for the wire fence. Councillor Wilson will query this with John Openshaw.
- The Parish Council agreed that they could contribute a third of the cost, if the landowners and the Ward Alliance are able to also contribute a third.
- Regarding the quotes for the Roughbitchworth Lane car park and the BBQ at Bower Dell, the Parish Council decided not to progress the quote from Tom Handley. It was felt that these items could be done cheaper elsewhere. An alternative quote from J Mitchell for the car park was agreed.

d. The Titivators

- An update was given in the Assembly meeting.

e. Oxspring Open Gardens

- Councillor Gratton-Rayson confirmed that the plans for the event are going well. Another garden has been added.
- Several people have agreed to do baking.

f. Seating Project

- The Chair reported that the bench at the playingfield has been repaired.
- The seating survey has shown that there are 26 seats that are made from wood or wood with iron.
- At the Pinfold the wooden legs are caught by the trimmer. Metal will be wrapped round the legs to prevent this.
- The seat near the gas station is rotten.
- The remaining seats require painting.
- Suggested paints are Sickens, Sadolin or Bedek.
- A labour quote for all the seats from J Mitchell for £750 was agreed.

14. Financial Matters.

a. Balances and Transfers.

- There was one transfer during the month.

Transfers

Date	Ref	Name	Service/Item	Amount	Account
19 Apr 16	trf	HSBC	TRANSFER C/A TO D/A	18000.00	BANK TRANSFERS

- The closing Balances for 30th April 2016 are c/a £1933.11 and d/a £20808.18, Imprest Account £15.00.

b. Payments and Receipts.

The following items were presented and **agreed** for payment. (IS,AM).

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Payments

Date	Ref	Name	Service/Item	Gross amount	Account
Current Account					
18 Apr 16	DD	Yorkshire Water	Water for allotments	11.94	ALLOTMENTS
25 Apr 16	9/elec	pitchcare	#spraying equipment	470.26	MAINTENANCE
29 Apr 16	10/elec	Primrose london	#trough planters	134.89	MAINTENANCE
29 Apr 16	11/elec	j parker dutch bulbs lts	#bulbs for planters	118.74	MAINTENANCE
16 May 16	12/102002	the safety supply company	#spraying equipment	43.19	MAINTENANCE
16 May 16	13/102003	Myers Blacksmiths	#brackets for planters	384.00	MAINTENANCE
16 May 16	14/102004	Screwfix	#screws playarea fencing	63.31	MAINTENANCE
16 May 16	15/102005	Melvyn Carr Ltd	#rails for fencing playarea	311.46	MAINTENANCE
16 May 16	16/102006	Barnsley College	newsletter printing	68.00	ADVERTISING & PUBLICITY
16 May 16	17/102007	S Tolson	Clerk Overtime April 11hrs	135.52	WAGES, PAYE, NI, PENS., EXP
16 May 16	18/elec	JS Mitchell	#fence playarea	300.00	MAINTENANCE
16 May 16	18/102008	A Walker	postage	5.76	ADMINISTRATION
21 May 16	SO	S Tolson	Clerks salary	533.74	WAGES, PAYE, NI, PENS., EXP
21 May 16	SO	S Tolson	Imprest account	15.00	BANK TRANSFERS

Deposit Account

11 May 16	HSBC	Money market reinvestment	35000.00	INVESTMENTS
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Receipts

Date	Ref	Name	Service/Item	Amount	Account
Current Account					
22 Apr 16	CR	Various	allotment rents	520.00	ALLOTMENTS
24 Apr 16	CR	Penistone Church football	donation to field maintenance	20.00	RECEIPTS

Deposit Account

11 May 16	CR	HSBC	Money market maturity	25000.00	INVESTMENTS
11 May 16	CR	S Tolson	Money market interest	15.41	INTEREST on INVTS & A/CS

c. Other Financial Matters

- The internal Auditor has completed his Audit for the year ending 31st March 16 with no findings.
- The earmarked funds were discussed, and the Chair will contact Chris Booth regarding using the OHG fund for either the seating project or the village in bloom project.

15. Planning Matters

There were no planning applications for consideration by the Council.

16. Administrative Matters.

a. Correspondence.

A list of correspondence items had been circulated, and the Clerk added to this with recently received items.

- An invitation to the Mayors Service on the 16th June was circulated.
- The Clerk confirmed that Jo Birch will attend the September PC meeting to discuss how to apply for Village in Bloom.
- It was noted that Parish Councils are invited to attend Ward Alliance meetings. A list of dates will be given to Councillors.

b. Items to Report.

- Flying the flag for the Battle of the Somme centenary was discussed. The Clerk will find out what dates it should be flown.
- The next flag flying date will be the 1st August for Yorkshire day.
- It was reported that the road sign at the top of Roughburchworth Lane is leaning. The Clerk will report.

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- Councillor Mills reported that a piece is missing from the road sign near the abattoir. The Clerk will report.
- Councillor Walker reported that she had heard that residents were concerned that the Parish Council may be planting too many trees at Bower Dell, and that it will become less visible from the road.
- Councillor Stanley spoke about the Hawthorne at the Anthills, and that he would like to fill the gap in the hedge and plant a few new ones near the top of the Anthills. It was thought that the autumn would be a good time for this.
- Councillor Stanley spoke about the dip in the ground level at Bower Dell where water collects. He felt that some drainage work was required to help the water soak away. It was agreed to deal with this in the autumn.

17. Other Matters.

a. Emergency Items.

None.

b. Matters for Future Discussion.

Neighbourhood Plan, Titivators Update, Dry stone walls, Oxspring Open Gardens, Seating project.

18. Date and Time of the Next Meeting.

The next full meeting will be on Monday 13th June 2016, from 7.15pm at Saint Aidans Church.

Signed this day_____ 2016.