

# OXSPRING PARISH COUNCIL

Minutes of a meeting held on Monday 5th October 2015

At

7.15 in Saint Aidan's Church

## 1. Attendance

### a. In attendance

Councillor I Goldthorpe	(IG)	(Chair)
Councillor A Walker	(AWa)	(Vice Chair)
Councillor E Gratton-Rayson	(EG)	
Councillor G Sedgwick	(GS)	
Councillor F Shaw	(FS)	
Councillor I Stanley	(IS)	

Mrs Stephanie Tolson (Clerk), Julia Tomson (resident).

### b. Apologies

Apologies were received and accepted from Councillor A Mills (IS,AW).

## 2. Prioritisation of Agenda Items.

None.

## 3. Community Matters.

### a. Public Participation Adjournment.

- Julia Tomson spoke about the fencing at the playarea. She is concerned that it is too easy for a child to get through the fence. The fence was discussed, and the possibility of an additional rail was talked about. However, it was noted that BMBC inspect the playarea regularly and this query has been put to BMBC park services in the past, and they have stated that the fence is perfectly adequate as it is away from the play equipment up a small bank, and that the parent/guardian have responsibility to watch their children.
- Julia Tomson also spoke about the hedgehog habitats in Oxspring, and stated that Berneslai homes have removed some habitats that a hedgehog family were using for nesting. She has complained to Berneslai homes and showed the Council the response. It was agreed that the Parish Council would write to Berneslai Homes and asked them what they have done to take the wildlife into account when removing their habitats.

### 4a. Minutes of the Meeting held on Monday 7th September 2015, and Matters arising from them.

- The Chair **agreed** to sign the minutes as a true record after **agreement** by the Council (IS,AW). The Clerk had circulated action reports from the minutes and provided the latest update in addition. The Chair and other members reported on their actions.
- The Clerk submitted an application for Ward Alliance Funding for the Dog Fouling posters and bin stickers.
- The replacement zip wire is on order with another company, TimberPlay, following the liquidation of the Lightmain with whom the Council originally contracted to do the work.
- The replacement boards for the Log Train were delivered in September. Councillor Stanley will build this with Bill Taylor.
- The replacement timbers for the Multi Play Unit have been ordered from AE Evans.
- Replacement boards for the Multi Play are being purchased from Naylor Myers.
- The new Flagpole was ordered, delivered and installed in September. Unfortunately the base has already been broken. Councillor Sedgwick will look at how to make it more secure.
- The purchase of flags was discussed, and it was agreed to buy a St George and Union Jack from Flagpoles express. It was noted that the Council require a list of key dates for when to raise a flag. The Clerk will arrange.

## OXSPRING PARISH COUNCIL

- The new noticeboard has been installed in the Village Green. The Chair will check it prior to payment. The Clerk will obtain key copies for all Councillors.
- Councillor Stanley stated that he and Bill Taylor will put the other Noticeboard up.
- It was noted that the problems at the playingfield car park have improved.
- Councillor Gratton Rayson reported on the two trees at the Roughbitchworth Lane allotment plot. It was agreed that these cannot be removed. They are a mature Sycamore and Hornbeam, and provide only part shade on the allotment plot. The Council agreed to them being trimmed if this was required.
- The Clerk reported the Japanese knotweed nr the Anthills steps. Sarah Ford confirmed that a works order has been placed for its removal.
- The Clerk reported the loose style on the footpath opposite Argo Feeds. BMBC have confirmed that a works order has been placed for it to be repaired.
- The Clerk reported the loose pins on Willow Bridge. BMBC have confirmed that the Bridges Team will investigate.
- The Clerk submitted an application to the Clean & Tidy Project for Castle Dam Car park area to be litter picked and strimmed.
- The Clerk informed the Boot Camp organiser that they can have a 6 week free trial. The Trial has not started yet; they are still trying to get interest.
- Councillor Stanley has spoken with the tenant at The Willows regarding her query over fencing round plots. It was agreed that the plastic fencing should be moved further forward. The Clerk will inform both tenants concerned. Councillor Stanley will revisit Mrs Shires.
- The Clerk reported the broken manhole near 14 The Willows to Berneslai Homes.
- The wall at the back of the Omega Estate was discussed. Residents have received letters from BMBC regarding its maintenance. It was noted that the wall goes up to the viaduct. The Clerk will ask BMBC to inspect it and contact residents if required.
- Councillor Gratton-Rayson has been booked onto the spraying course at Shipley College at the end of October. She stated that she is looking into spraying equipment costs.
- Any other matters would be included in later agenda items.

### **5. Business Matters.**

#### **a. Neighbourhood Plan**

- Councillor Walker updated the Council on the NP progress.
- She informed the Council that the first draft of the plan is ready. It will be published in November, for comments throughout December.
- Prior to being published, the NP group will meet with Helen Willows to look at the document and discuss.
- Councillor Walker reported that she has been invited to Hunshelf Parish Council meeting to hear what they are doing about renewable energy. She also reported that she has been invited to meet with Councillors from Silkstone Parish Council to tell them about Neighbourhood Planning.

#### **b. Playingfield Footpath**

- The work on resurfacing the playingfield footpath has started. The grass that has grown over the edges of the path is being moved back. It will need spraying in future.
- The surface of the car park was discussed. It was agreed following looking at prices, that it would be too expensive to tarmac it. It was agreed to fill the holes using the planings.
- It was agreed to remove the gates to the car park as they are no longer fit for purpose and never closed anyway.

#### **c. Titivators**

## OXSPRING PARISH COUNCIL

- Councillor Sedgwick gave an update from the Titivators.
  - Litter picking has been done regularly.
  - The Laurels in the playarea and village green have been cut back.
  - The path off Bower Hill towards Cheesebottom has been cleared of overgrown vegetation.
  - The area for the Christmas tree has been cleared.
  - The trees in the playingfield car park have been trimmed back.
  - The Clerk presented a list of equipment requested by the Titivators. The expenditure on the machinery service and equipment amounts to approx £150. This was agreed.
  - Work is ongoing on the plants in Gordon's Garden. It was noted that more shade loving and evergreen plants were required there.
- d. **Oxspring Open Gardens**
- Councillor Gratton Rayson is working on finding people who are interested in opening their gardens as well as people who will join an organising committee.
  - It was noted to set the date to coincide with the Duck Race weekend, so that it follows it.
- e. **Roughbitchworth Lane Yellow Lines**
- Councillor Sedgwick spoke about the parking situation on Roughbitchworth Lane opposite Mayfield. He feels that the yellow lines are not extended far enough. However, the lines were placed following BMBC's investigation and consultation, and this point was specifically left so that residents can park outside their houses.
  - Councillor Sedgwick suggested that a lay-by in place of the grass verge would be better.
  - It was agreed to write to the residents on that stretch of road to ask for their feedback since the yellow lines were installed.
- e. **Other Business**
- None.

### 6. Financial Matters

#### a. Payments and Receipts

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

##### Payments

Date	Ref	Name	Service/Item	Gross amount	Account
<b>Current Account</b>					
3 Oct 15	SO	Southern electric	Electric playingfield	15.31	OTHER PAYMENTS (Not listed)
5 Oct 15	31/101961	Flagpole Express Ltd	#8m Flagpole & base	613.46	CAPITAL SPENDING (Asset pu
5 Oct 15	32/101962	A Walker	#petrol for titivator equipment	5.64	MAINTENANCE
5 Oct 15	33/101963	Myers Building Supplies	Boards for play area	155.28	MAINTENANCE
5 Oct 15	34/101964	Penistone Engineering Suppli	#Nuts & bolts log train	16.20	MAINTENANCE
5 Oct 15	35/101965	William & Kaye Joinery	#Notice Board	725.00	CAPITAL SPENDING (Asset pu
5 Oct 15	36/101966	Oxspring Primary School	Donation to school planting	100.00	S. 137 PAYMENTS
21 Oct 15	SO	S Tolson	Clerks salary	533.74	WAGES, PAYE, NI, PENS., EXF
21 Oct 15	SO	S Tolson	Imprest account	15.00	BANK TRANSFERS

##### **Deposit Account**

None

##### Receipts

Date	Ref	Name	Service/Item	Amount	Account
------	-----	------	--------------	--------	---------

##### **Current Account**

None

##### **Deposit Account**

None

# OXSPRING PARISH COUNCIL

## b. Balances and Transfers

- There was one transfer during the month.

### Transfers

Date	Ref	Name	Service/Item	Amount	Account
7 Sep 15	TRF	HSBC	Bank transfer d/a to c/a	2000.00	BANK TRANSFERS

- The closing Balances for 30<sup>th</sup> September 2015 are c/a £1645.10 and d/a £12305.52, Imprest a/c £37.97.

## c. Other Financial Matters

- The Standing Orders were updated due to amendments recommended as a result of the new Public Contract Regulations 2015.

## 7. Planning Matters

### a. Planning Applications.

- There were two planning applications considered:
- 2015/1053 – 14 Old Manor Drive – No objections
- 2015/1140 – Willowbridge Cottage – No objections
- 

## 8. Administrative Matters.

### a. Correspondence

- None.

### b. Items to Report

- Councillor Shaw spoke about the steps down to the Trail from Roughbitchworth Lane, as she has been speaking to John Openshaw about them. They get slippery when wet. Councillor Walker stated that it would be too expensive to put a ramp down to the trail; this has been looked at before with Sarah Ford. Councillor Shaw will explain to John Openshaw that the Parish Council is happy for him to look at it as a project, as it was noted that it is BMBC's responsibility.
- Councillor Gratton-Rayson reported that the primary school had won gold in the Royal Horticultural Society in Bloom competition. She reported that the school is planning on planting in the grass bank at the front of the school and the school has asked if the Parish Council would like to make a donation towards the cost of plants. It was agreed to donate £100 to the school.
- Councillor Sedgwick reported that he had had a meeting with Tim Rivett re the website, and that they were planning an updated site.

## 9. Other Matters

### a. Emergency Items

- None reported.

### b. Matters for future discussion.

Neighbourhood Plan, Playingfield footpath and car park surface, Titivators update, Oxspring Open Gardens.

## 7. Date and Time of the Next Meeting.

The next full meeting will be at 7.15pm on Monday 2nd November 2015 at Saint Aidan's Church.

Signed this day \_\_\_\_\_ 2015.