

OXSPRING PARISH COUNCIL

**Minutes of the Annual Meeting held on Monday 12th May 2008,
Following the Annual Assembly at
6.30pm in Oxspring School.**

Present.

Councillor I Goldthorpe. (IG)
Councillor C. Booth. (CB)
Councillor W. Taylor. (BT)
Councillor I. Stanley. (IS)
Councillor R. Chitoriski. (RC)

In Attendance. Mrs S Tolson. (Clerk.)

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 from Councillor Shaw and Councillor Mills.

2.Councillors' Declaration of Office.

Not required as there were no new Councillors.

3.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. (CB, RC). Councillor Goldthorpe continued the meeting in the Chair.

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

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

5.Appointment of Vice Chair of the Oxspring Parish Council.

Nominations for the coming year were called and Councillor Stanley was the only nominee and declared himself willing to stand (CB,RC) so was **elected** unopposed.

6. Appointment of Representatives of Oxspring Parish Council.

These were **elected** unopposed for the next 12 months.

Penistone Road Safety Committee (2) Councillor Taylor and Councillor Mills. (BT, IG)

Paramount Cinema Management Committee (1) Councillor Shaw – (IG,IS)

CARE (2) Councillor Chitoriski and Councillor Booth. (IS,IG)

7.Appointment of Allotments Manager.

The Clerk by job description. (IG, IS)

8.Appointment of Responsible Finance Officer, Accounts Monitoring Officers (2), Confirmation of Internal Auditor, Finance Regulations, and any other members of the Council Finance Sub Committee.

The following were **agreed**.

RFO ST by job description – (IG,IS)

A/C Monitoring Officers Councillor Taylor, Councillor Shaw. (IG,IS)

Internal Auditor - Mr Dean Howford.

Finance Sub Committee Member Councillor Booth, Councillor Shaw, Councillor Taylor. (IG,IS)

Financial Regulations confirmed – (IG,IS)

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9.Appointment of Membership of Playingfield Sub Committee.

Councillor Stanley and Councillor Booth. (IG, IS)

10.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,IS)

11.Prioritisation of Agenda Items.

None.

13.Community Matters.

Public Participation Adjournment

None

14.Minutes of the Meeting held on Monday 7th April 2008, and Matters Arising from them.

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

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

- The Insurance renewal payment made last month was discussed, and it was noted that the insurance was reviewed prior to renewal. (IS,BT).
- Tree inspections were discussed, and it was noted that a tree inspection had taken place in the winter just gone.
- Playground inspections were discussed, and it was noted that the playground is inspected bi-monthly by BMBC, annually by an external inspector, and weekly by the Chair.
- The Clerk updated the Council on the Court papers that had been received this month. They relate to an accident in the playground that took place in August 2005 which is being dealt with by the insurance company.
- The solicitor payment made last month was discussed. It was noted that this should come from the earmarked funds.
- Following the review on hall hire charges, it was **agreed** that future OPC meetings will continue to take place at the school. (CB,IS).
- It was **agreed** that the Donation received from the Charity of Samuel Wordsworth will be given to Oxspring Friends. (CB,BT).

14.Business Matters.

a. Community Partnership Facilities.

- Councillor Booth talked the Council through his report on the meeting with the VAB solicitor.
- The Clerk informed the Council that Mr Clynch intends to submit the planning application this month.
- The Clerk informed the Council that OPC's application for funding from the Area Forum is to be reviewed at the Area Forum meeting this month.

b. Oxspring FC Books

There were concerns from Councillors that if OPC are to be involved with the FC for the playingfield development, then they should be satisfied with the FC's financial standing. Councillor Stanley updated the Council on the financial situation of the Football Club, for which the Council was satisfied.

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c. Culvert Repair

Councillor Stanley reported that he had spoken to three companies, and believed that one had visited the site. He is to chase this up.

d. Memorial Garden

- The Chair reported that the dimensions of the Memorial garden were good.
- The Chair reported that the railings had been removed, and timber had been ordered for a new fence.
- The Chair volunteered to cut the grass on the site until the builders were finished, so that it doesn't get out of control.
- For the strip land, it was **agreed** that this would be levelled, then grassed, and that it wasn't big enough for a boules pitch. (CB,IS).

16. Financial Matters.

a. Payments and Receipts.

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

Payments

Date	Ref	Name	Service/Item	Amount	Account
Current Account					
28 Apr 08	DD	Yorkshire Water	Water Charge allotments	8.71	ALLOTMENTS
12 May 08	8/101566	St Aidans Church	Hall Hire May 1st	28.00	ADMINISTRATION
12 May 08	9/101567	YLCA	Subscriptions	242.00	ADMINISTRATION
12 May 08	10/101568	YRCC	Subscriptions	35.00	ADMINISTRATION
12 May 08	11/101569	Barnsley MS Society	C Booth expenses: copies	10.52	ADMINISTRATION
12 May 08	12/101570	Stephanie Tolson	Newsletter printing - Staples	63.00	ADMINISTRATION
12 May 08	13/101571	Broxap Ltd	3 litter bins	507.60	MAINTENANCE
12 May 08	14/101572	BMBC	Planning Application fee	1507.50	AGENCY SERVICES
12 May 08	15/101573	Oxspring Friends	Samuel Wordsworth Donation	32.00	S137 PAYMENT
23 May 08	SO	Stephanie Tolson	Clerks Salary	498.11	WAGES, PAYE, NI, PENS., EXF
23 May 08	SO	Stephanie Tolson	Imprest account	15.00	BANK TRANSFERS

Deposit Account

None

Receipts

Date	Ref	Name	Service/Item	Amount	Account
Current Account					
9 Apr 08	CR	BMBC	Precept	16002.00	PRECEPT
9 Apr 08	CR	Various	Allotment rents	294.00	ALLOTMENTS
29 Apr 08	CR	Various	Allotment rents	61.00	ALLOTMENTS
29 Apr 08	CR	Samuel Wordsworth Charity	Donation	32.00	RECEIPTS

Deposit Account

None

b. Balances and Transfers .

- There were no transfers during the month.
- The closing Balances for 30th April 2008 are c/a £13718.04 and d/a £4155.99, Imprest Account -£25.70.

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c. Other Financial Matters

- There are two investment bonds that mature in May. £32,000 on 29th May, and £20,000 on 20th May. These are to be combined and reinvested for a three month term. (CB,IS).

16.Planning Matters

There was one planning application for the consideration of the Council.

APPLICATION No.	2008/0536
DESCRIPTION	Agricultural building, Sycamore farm,
LOCATION	Roughbitchworth Lane

No objections were raised. (IS,RC).

- The Clerk is to enquire what “Prior Notification” means on a Planning Application.

17.Administrative Matters.

a.Correspondence.

A list of correspondence items had been circulated, and the Clerk added to this with recently received items. These were considered, and the following actions agreed.

- Councillor Taylor is to cut back the bush near 1 The Willows following a letter of complaint.
- Following a letter of complaint, the Clerk is to write to The TPT officer and Berneslei Homes re the parking situation at the Willows, where people park to enter onto the trail.

b.Items to Report.

The following items were reported and discussed with action decided and agreed.

- Councillor Stanley reported Graffiti on the bollards at the bottom of Roughbitchworth Lane. Clerk to notify BMBC.
- The Clerk reported that the OPC website was almost ready to go live. Councillors are requested to view the site at www.therivetts.org/oxspring and send feedback directly to Mr Rivett by email to tim@therivetts.org.
- The land at the sidings was discussed. This land belongs to BMBC.
- It was noted that the Oxspring Road sign on Sheffield Road has been rectified.

18.Other Matters.

a.Emergency Items.

None.

b.Matters for Future Discussion.

Culvert Repair, Memorial Garden, Community Partnership Development.

19.Date and Time of the Next Meeting.

The next full meeting will be on Monday 16th June 2008, from 7pm in Oxspring School.

Signed this day _____ 2008.