OXSPRING PARISH COUNCIL

Minutes of the Annual Meeting held on Monday 11th May 2009,
Following the Annual Assembly at
6.30pm in Saint Aidans Church.

<u>Present.</u>	Councillor I Goldthorpe.	(IG)
	Councillor C. Booth.	(CB)
	Councillor W.Taylor.	(BT)
	Councillor I. Stanley.	(IS)
	Councillor R. Chitoriski.	(RC)
	Councillor A Mills	(AM)
	Councillor F Shaw	(FS)

<u>In Attendance.</u> 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",

<u>1.Apologies.</u>
No apologies were received.

<u>2.Councillors' Declaration of Office.</u>
Not required as there were no new Councillors.

<u>3.Appointment of Chairperson of Oxspring Parish Council.</u>
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, AM). Councillor Goldthorpe continued the meeting in the Chair.

<u>4.Declaration of Acceptance of Chair of Oxspring Parish Council.</u>
The form was not available, and will be signed later in the week.

<u>5.Appointment of Vice Chair of the Oxspring Parish Council.</u>
Nominations for the coming year were called and Councillor Stanley was the only nominee and declared himself willing to stand (BT,CB) so was **elected** unopposed.

<u>6. Appointment of Representatives of Oxspring Parish Council.</u>
These were **elected** unopposed for the next 12 months. (CB,IS)
Penistone Road Safety Committee (2) Councillor Taylor and Councillor Mills.
CARE (2) Councillor Chitoriski and Councillor Booth.

<u>7.Appointment of Allotments Manager.</u>
The Clerk by job description.(CB,IS)

<u>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.</u>
The following were **agreed. (CB,IS)**
RFO ST by job description
A/C Monitoring Officers Councillor Taylor, Councillor Shaw.
Internal Auditor - Mr Dean Howford.
Finance Sub Committee Member Councillor Booth, Councillor Shaw, Councillor Taylor.
Financial Regulations confirmed.

<u>9.Appointment of Membership of Playingfield Sub Committee.</u>

Councillor Stanley and Councillor Booth. (CB,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. (CB,IS)

11.Prioritisation of Agenda Items.

None.

12.Community Matters.

Public Participation Adjournment

None

13.Minutes of the Meeting held on Monday 6th April 2009, and Matters Arising from them.

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

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

- The reply received from the YLCA regarding charging a deposit for Allotments was discussed. The pros and cons of this were discussed, and it was **agreed** to leave the tenancy contract as it currently was. (CB,FS).
- The dog incident at Willow Bridge was discussed, and the letter written to the owners by BMBC was read out.
- The vandalism at the Clays Green allotments was discussed. The Clerk is to write to the tenant who was a possible witness to thank her for her vigilance.

14.Business Matters.

a. Community Partnership Facilities.

- Councillor Booth talked the Council through his meeting with the Solicitor regarding the terms of the lease of the playingfield land. All details proposed were accepted by the solicitor.
- The Solicitor indicated that the site plan may not be adequate for land registry.
- Restrictive covenants were discussed. None were put forward at this point.
- A right of way for services was discussed.
- The Solicitor will put together a draft copy for the Parish Council to view, using both sets of valuation documents.

b. Allotments

- The allotments rented by Mrs Rusling at West Crescent were discussed. It was **agreed** that previous precedent had been set that allotments at the backs of houses are offered to the new house owners when a tenant moves house. It was **agreed** that the plot at the back of Mrs Ruslings house will be offered to the new home owner when she moves. (CB,FS). The plot adjacent to this that Mrs Rusling also rents, can be kept by Mrs Rusling, or if she no longer wants it, it would be offered to the next person on the waiting list. It was **agreed** that it cannot be offered to anyone that has helped her maintain it. (IS,RC).
- The Leylandii at the back of the West Crescent allotments were discussed. It was **agreed** that the Parish Council would not cut these down, but that tenants could do so if they wished. (IG,IS). Councillor Shaw is to take a look at where Mr Clark has put the cuttings from the ones that he has cut down.

- The rubbish removal at Roughbirchworth allotments was discussed. It was **agreed** to use Mr Mitchell for the Rubbish removal at the cost of £300. (FS,AM). This included moving all the asbestos sheets into one pile near the entrance.
- The asbestos removal at the Roughbirchworth allotments was discussed. It was **agreed** to accept the BMBC quote of £300 for this work. (IS,FS).

c. Culvert Repair

- The company Civil Smart have started working on the design work of the Culvert. Mr Jowitt has been in touch with the Project leader, Councillor Stanley, regarding the matter.
- Councillor Stanley is still to investigate the sump.

d.Memorial Garden

- Councillor Shaw is to see Mrs Wood regarding the stones engraving this month.

e. Oxspring Fishery

- Councillor Chitoriski is to contact Mr Wade and Councillor Mills husband.

f. Other Projects

- Councillors Stanley and Shaw are to conduct a survey at Longley Ings.
- Councillors Booth and Taylor are looking at pricing for the wayside gym.
- Councillors Stanley and Chitoriski are to look into the idea of a Boules pitch.
- The Chair contacted Mr Wade regarding the pieces of land owned by Mr Green, offering a meeting. There has been no reply.
- Regarding the General Maintenance survey, it was noted that the glass has been cleared from the broken phone box near East Road.
- Councillor Booth is to speak to Ben at the post office regarding the bins that are often overflowing causing a litter problem on Sheffield Road.
- The Clerk is to report to Neighbourhood Pride that trees on the footpath are overhanging and touching the garage roofs at the Willows.

15.Financial Matters.

a. Payments and Receipts.

Payments amounting to £1112.3 were presented and **agreed** for payment. (CB,IS).

b. Balances and Transfers .

- There was one transfer during the month.

Transfers

Date	Ref	Name	Service/Item	Amount	Account
13/04/09		C/A to D/A	Bank Transfer	12000.00	BANK TRANSFERS

- The closing Balances for 30th April 2009 are c/a £2351.40 and d/a £17101.36, Imprest Account £7.80.

c. Other Financial Matters

- The internal auditor has performed an audit on the Financial Accounts for the year ending 31st March 2009.

16.Planning Matters

There were no planning applications for consideration by the Council.

17.Administrative Matters.
a.Correspondence.
A list of correspondence items had been circulated, and the Clerk added to this with recently received items.

- The Chair cannot attend the Mayors Service in June. Councillor Stanley is to inform the Clerk if he can attend.

b.Items to Report.
The following item was reported and discussed with action decided and agreed.

- The "Omega" playground is to be discussed on the next agenda.

18.Other Matters.
a.Emergency Items.
None.
b.Matters for Future Discussion.
Culvert Repair, Memorial Garden, Community Partnership Development, Oxspring Fishery, Longley Ings, Boules Pitch, Wayside Gym, Omega playground.

19.Date and Time of the Next Meeting.
The next full meeting will be on Monday 8th June 2009, from 7pm at Saint Aidans Church.

Signed this day___________________2009.