

OXSPRING PARISH COUNCIL

Minutes of a meeting held on Monday 5th January 2009, At 7pm in Oxspring School.

1. Attendance.

a. In Attendance.

Councillor I. Goldthorpe.	(IG)	(Chair)
Councillor I. Stanley.	(IS)	(Vice Chair)
Councillor C. Booth.	(CB)	
Councillor R. Chitoriski.	(RC)	
Councillor A. Mills.	(AM)	
Councillor B. Taylor	(BT)	

Mrs Stephanie Tolson (Clerk).

b. Apologies.

No apologies were received.

2. Prioritisation of Agenda Items.

No prioritisation was necessary.

3. Community Matters.

None

Public Participation Adjournment.

None

4a. Minutes of the Meeting held on Monday 1st December 2008, and Matters Arising from them.

- The Chair agreed to sign the minutes as a true record after **agreement** by the Council (CB,AM). 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 Chair reported that he had received a letter from the new owners of Manor Cottage. They have received an anonymous letter complaining about smoke from a bonfire they had had on their grounds. It was agreed to write to Mr Reece explaining that the complaint was not from the Parish Council, and that the Council has no issues with him burning wood and brambles on his land.
- The Clerk is to check with Councillor Shaw whether a dog bin is still required on Willow Lane, as one is now available from Neighbourhood Pride. If it is still required, it was **agreed** that the Clerk could arrange installation. (CB,IG).
- Councillor Mills reported that trees on the playingfield were blocking sunlight in the garden of 8 Mayfield. Councillor Taylor will look at the trees as part of his tree inspection.
- Any other matters would be included in later agenda items.

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5. Business Matters.

a. Culvert Repair

- The Chair and Councillor Booth reported on their meeting with Mel White and Steve Sykes at the Playing Field regarding the Culvert repair.
- BMBC have agreed to clear the ditch and the sump, and also to look at the ditch again in 12 months time. It was made clear that they won't work in partnership with the Parish Council regarding the drainage problems on the Playing Field. BMBC will not allow the Parish Council to lay drainage pipes in the existing ditch. This would have to be done on the Parish Council side of the fence. The best option discussed was to install a single pipe underground that would drain into the culvert from both sides. It was agreed to see what effect having the ditch cleared has before pursuing this option.
- The matter of installing a new culvert was discussed again. Both Mel White and Steve Sykes estimated this to be in the region of £40,000. This is similar to previous estimates.
- The Clerk is to contact SYFAB for advice on possible grants to help with a new culvert. The Clerk will also investigate whether the Capital Reserve could be used for such a project.
- Councillor Taylor agreed to clear the trees near the sump. It was agreed that once the sump has been cleared that the Chair and Councillor Taylor would fence/tape off the area to make it safe if needed. It was discussed that the sump should be filled with hardcore or pebbles once it is cleared.
- It was noted that a new cover is needed on the existing manhole. This will also be organised by the Chair and Councillor Taylor.

b. Memorial Garden

- The Chair reported that he has spoken to Mr Pogson regarding clearing the strip of land before March. This is so that John Mitchell can proceed with the levelling work prior to the Parish Councils year end. Mr Pogson agreed to clear the land. This has also been agreed with John Mitchell.
- He notified the chair that the electricity cabling under the strip has been put in temporarily, and he will inform the Parish Council when the permanent supply has been put in and provide us with the location and depth.

c. Community Partnership facilities

- Councillor Booth reported that he was meeting with Mr Scourfield of Wilby's regarding the land valuation at the Playingfield on the 7th January. Mr Scourfield will then produce a valuation report which will be used as a formal document as part of the drawing up of the lease of land contract between the Parish Council and the Charitable Trust.
- The Clerk had received confirmation from the Solicitor that they would act on the Parish Councils behalf in drawing up the lease. The Clerk will notify the solicitor that the land valuation is in progress and that Councillor Booth will provide them with the land valuation report and heads of terms for the lease when he returns from holiday in March.
- Councillor Stanley reported on the first meeting of the Steering Committee for the Community Building. He reported that there are four members at present, two from the Football Club and two from the Parish Council with Councillor Booth being co-opted for advice and support. He reported that a bank account was in the process of being set up for the Charitable Trust. He reported that contact is being renewed with Mr Robinson, a Charitable Trust solicitor and a quote being obtained for doing the trust deeds and registering the Trust as a charity. The Steering

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Committee requested that the Parish Council and the Football club donate £50 each as a start up cost to enable the bank account to be opened. This was **agreed** for the Parish Council. (IG,AM).

- It was **agreed** that the Parish Council would underwrite half the solicitors fees (estimated to be £500 total), in the event that the grant funding is not received prior to the solicitor submitting his invoice. (RC,IG).
- Councillor Stanley also reported that the Steering Committee is looking to acquire two further members. These will be members of the community of Oxspring.
- The Committee has also been in touch with the architect, Mr Clynych, regarding costs.
- The next meeting of the Steering Committee is 19th March.

d. Other Business

- The Grounds Maintenance contract was discussed. It was agreed to obtain a full schedule from BMBC to enable it to be reviewed. Councillor Mills stated that she would like to tend to the triangular Rose garden outside the post office. This is believed to be part of the Ground Maintenance schedule. It was agreed that she could maintain it. (RC, IG).
- The rubbish near Willow Bridge was discussed. The Chair is to obtain contact details for Mr Green, so that the Parish Council can request permission to clear up the river bank. It was suggested that the Parish Council would obtain several Litter Pickers and work as a group to clear the River bank. This could be done once permission is obtained.

6. Financial Matters

a. Balances and Transfers

- There were no transfers during the month.
- The closing balances for 31st December 2008 were: c/a £456.21, d/a £12414.53, Imprest a/c £36.86

b. Payments and Receipts

- Payments amounting to £1346.76 were presented and **agreed** for payment. (CB,RC)
- Receipts amounted to £711.79.

c. Other Financial Matters

- The Chair asked the Council to submit spending proposals for the forthcoming financial year.
- Councillor Booth had submitted his proposals prior to the meeting. These were discussed and agreed with. Regarding surveying the village for maintenance issues, it was discussed that this would be done in the spring, in groups of two or three, with each group surveying a different part of the village.
- Councillor Taylor proposed that the fence to the Playing Field is included in the budget, as it is deteriorating.
- Councillor Chitoriski said that he would support existing projects and new project proposals.
- The Finance Sub committee meeting is on the 14th January at 7.30pm. The Clerk will provide a finance report prior to the meeting.

7. Planning Matters

a. Planning Applications.

- There was one Planning Application for consideration by the Council.

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2008/1835 Oxspring School, Oxspring – extension.

1. There were no objections to the application.

8. Administrative Matters.

a. Correspondence

- A list of correspondence had been circulated, and the Clerk added to this with recently received items. All items requiring discussion by the Council were discussed under the relevant agenda items.
- Correspondence from PDCP was discussed. They will be holding a Forum evening. The Clerk will write to Mr Blythe indicating the Parish Councils interest in working together on projects. An enquiry will be made regarding funding for the Culvert repair project.
- The consultations that have been circulated were discussed. It was **agreed** that in future all Councillors should make a note in the comments column, saying whether they are for or against the scheme, and either make a comment or write “no comment”. (CB,IG).
- The consultation on recommended practice, regarding publicity was discussed. It was noted that the Parish Council have a publicity code, and that the Clerk is to refer publicity matters to the Chair if required.

b. Items to Report

- Councillor Mills reported that the road sign at the junction of Bower Hill and Roughbitchworth Lane (Opposite Bower Dell) had been knocked over. The Clerk is to report to BMBC.
- Councillor Taylor reported that the fence opposite the road sign above had been damaged. This is also to be reported.
- Councillor Stanley reported that more gritting or grit bins are required on Roughbitchworth Lane, Back Lane and Park Lane, and that one resident has had three cars (on separate occasions over Christmas) land in his front garden because of icy conditions. The Clerk is to contact BMBC.
- Councillor Stanley requested that the Millennium Walk and the Boundary Walk are placed on the Oxspring Website. The Clerk is to arrange.
- The Chair reported that some tyres and an old oil drum have been dumped on Bower Hill Bridge. The Clerk is to report this.

9. Other Matters

a. Emergency Items

- None reported.

b. Matters for future discussion.

Community Partnership Facilities, Culvert repair, Memorial Garden.

7. Date and Time of the Next Meeting.

The next full meeting will be at 7pm on Monday 2nd February 2009 at Oxspring School.

Signed this day 2009.