

OXSPRING PARISH COUNCIL

Minutes of a meeting held on Monday 16th April 2012

At

7.15 in Saint Aidan's Church

1. Attendance

a. In attendance

Councillor I Goldthorpe	(IG)	(Chair)
Councillor I Stanley	(IS)	(Vice Chair)
Councillor F Shaw	(FS)	
Councillor B Taylor	(BT)	
Councillor A Walker	(AWa)	
Councillor A Wood	(AWo)	
Councillor A Mills	(AM)	

Mrs Stephanie Tolson (Clerk)

b. Apologies.

None.

2. Prioritisation of Agenda Items.

None.

3. Community Matters.

a. Public Participation Adjournment.

- None.

4a. Minutes of the Meeting held on Monday 5th March 2012, and Matters arising from them.

- The Chair **agreed** to sign the minutes as a true record after **agreement** by the Council (BT,IS). 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.
- Councillor Stanley reported back on his meeting with Christine Sharp regarding the exercise track at the playing field. They had both had a walk around the track and both agreed that the surface was ok. However, he did advise that we would need to look at the routine maintenance arrangements for the track and also to look at the moss growing on the railway banking where it is rather damp because of the lack of direct sunlight.
- The litter pick arranged for Saturday 17th March was completed with 14 volunteers turning out and about 30 bags of rubbish being collected.
- Councillor Barnard has reported back to the Council that they could not find the original letters to the owners of the fields adjacent to the damaged dry stone walls. He said that they would do the land searches again to let us know who the walls belong to. The Council **agreed** to get the searches done. (IS,IG)
- The Clerk advised that she had had some information back regarding the SID on Roughbitchworth Lane and after some discussion on the outcomes, it was agreed to request that the SID be put in place again at some time in the future.
- S106 Monies – The Clerk advised the Council that she had now received the £3000 from the Local Authority and that we had 15 years in which to spend the money on the play area.
- The Clerk has not yet received a quote for getting the field spiked.
- No further action yet regarding repairs to the leaning fence – Council agreed to wait until work completed before making any further comment.
- The Clerk advised that there were still two annual allotment rents outstanding. Council agreed to chase these up.
- The Clerk and Councillor Shaw will do an allotment inspection this month.
- The strip of land on Sheffield Road at the front of Gordon's Garden was discussed and the Councillors

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agreed (with all in favour) to proceed with the purchase of this land at a cost of £50 for the land plus approximately £600 in legal costs for the Parish. There would also be additional costs of £54 for land search costs and £600 for BMBC legal costs. (IS,IG).

- Councillors discussed the Insurance claim for the accident at the children's play area and agreed to let our Insurers deal with the matter.
- A discussion took place regarding the Willows and the Terms and Conditions that Berneslai Homes have in place regarding the erection of huts, conservatories, trellising etc. The Council agreed to request a copy of the Terms and Conditions that Berneslai Homes uses when letting their properties.
- The forthcoming newsletter was circulated and discussed. Some amendments are necessary. It will hopefully be printed this week.
- Any other matters would be included in later agenda items.

5. Business Matters.

a. Community Partnership Facilities

- The Clerk read out a letter which she had received from Chris Booth regarding the Connection of Services to the Proposed Community Facility. The letter asks for permission to be allowed access to the various connection points on the playing field area. After much discussion it was agreed to write back to Chris Booth to advise him that the Council felt unable to agree access to the playing field without knowing exactly where they intend to access the services and advising him that we would require a more detailed plan, showing service connection points, when the Council feels it will be in a better position to make a decision.
- Councillor Stanley advised the Council that there were no further updates regarding the Community Partnership Facilities but that the AGM was being held next week. He advised that he would then be in a position to update the Council at the next meeting. Councillor Taylor said that he had been speaking to someone from the Football Club and that he was under the impression that they would not now be making any financial contribution to the Community Partnership venture. He asked Councillor Stanley if he could confirm that this was right as this raised concerns due to the fact that the initial proposal was based on the football club making this contribution. Councillor Stanley advised him that it would depend on what size grant they could get and that the only monies the football club had were tied up in the plot of land with their existing changing facilities. He said he would report back to the next meeting.

b. Gordon's Garden Planting

- After discussion regarding the laurel bushes in Gordon's Garden it was agreed that we would arrange to plant 3 Laurel bushes to replace the damaged ones.

c. Bower Dell Maintenance Project

- The Clerk advised that she was still awaiting a response to our grant submission for the works previously identified in Bower Dell.

d. Playingfield Charging

- The Council debated this at length and agreed the following Policy:
- The playing field will be free to all Oxspring user groups
- The playing field will be free to all children's groups (under 16s)
- All other groups to either make a donation for a one off event or a fee for regular football matches for adult groups from outside the Parish.
- It was agreed to write to John Crowther advising him of the above and also advising him that if any other group did want to use the playing field that they must **first** contact the Clerk to the Council to obtain permission and agree to pay a minimum £20 donation for the use of the field.

e. Jubilee Boundary Walk

- Councillor Walker advised the Council regarding costs for the promotion of the Jubilee Walk. It was agreed

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to proceed as follows:

- To order 50 footpath mark signs (BT to proceed) – approximately £50 plus VAT
- To order 100 badges – (AWa to proceed) – approximately £112.70 plus VAT
- To order 200 walk guides – (AWa to proceed) approximately ££120 plus VAT

Wording for the badges and the footpath markers was approved and the Chair will finally proof read the walk brochure before printing is ordered.

f Boules Pitch

- Councillor Stanley asked the Chair if he had received a quotation regarding the boules pitch. The Chair advised quotation not received. Council agreed to wait until we had receipt of the estimate before agreeing whether or not to proceed with this project.

g. Other Business

- Councillor Wood raised the issue about cars driving into the Dell and causing damage to the grassed areas. However, when the Bower Dell project is completed the gate will be closed and this will stop this happening.

6. Financial Matters

a. Payments and Receipts

Payment amounting to £3005.95 and receipts of £19362.13 were presented and **agreed** for payment. (FS,AM)

b. Balances and Transfers

- There was one transfer during the month.

Transfers

Date	Ref	Name	Service/Item	Amount	Account
13 Apr 12	TRF	HSBC	Transfer c/a to d/a	18000.00	BANK TRANSFERS

- The closing Balances for 31st March 2012 are c/a £3422.99 and d/a £3023.97, Imprest a/c £0.0.

c. Other Financial Matters

- It was agreed to renew the Play area inspection Contract. The Clerk will submit the papers. (AWa,IS).
- The Financial accounts and the Annual Governance Statement for the year ending 31st March 11 were reviewed. The Annual Return and Governance Statement were signed and accepted. (IS,AWa).
- The internal auditor will now perform an audit on the Financial Accounts for the year ending 31st March 2012.

7. Planning Matters

a. Planning Applications.

- There were 3 planning application to be considered:
- **2012/0237 – Two Wind Turbines at Sycamore Farm** – Council discussed and a majority vote was carried to object.
- **2012/0257 – 13 Mayfield** – Side extension – Council discussed and **approved**.
- **2012/0396 – Moor View – raise roof height**

The Council requested the Clerk to write to say that we recognise the near residents' concerns and that we feel this development should not be approved as the height of the windows would be too intrusive for the neighbours.

8. Administrative Matters.

a. Correspondence

- A list of correspondence had been circulated, and the Clerk added to this with recently received items. The Clerk advised the meeting that she had received a request to erect a bouncy castle and a marquee in the

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playing field at the side of the Waggon and Horses, from someone who is holding a wedding reception at the pub. The Council agreed to the request but asked that a letter be written to advise them as follows:

- that they must clear up all litter after the event
- that they must not play music outside after 11.30 p.m.
- that they would appreciate a small donation
- that they must ensure that they have their own insurance cover
- that they must not erect either the bouncy castle or the marquee on the football pitch or the running track.
- that they must sign to say that they have agreed to all the above prior to the event.
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b. Items to Report

- Councillor Walker advised the Council that she had attended a training session on the new Localism Act. Feedback was given and the Clerk requested a copy of the document. Literature regarding the Act had been collected at the training event and it was distributed to members of the Parish Council.
- Councillor Mills raised the following issues:
 - She asked if the Council had any objection to a banner being erected for the Oxspring Open Gardens event on the 8th July. Councillors confirmed that there were no objections as long as the banner was placed responsibly on Parish land and not on the public highway.
 - She advised the Council that she had reported the large pot holes at the top of Tollbar.
 - She asked if the walkway between Mayfield and the Playing fields had been treated for weed infestation. Councillors confirmed that this would be undertaken as part of the usual weed treatment arrangements.
 - She advised that the conifers in the planter that she had responsibility for would be removed and it was agreed that these conifers should be replanted in the gaps in the hedge in the playing fields.
 - She advised the Council that she would probably be on holiday at the time of the next Newsletter delivery. Councillor Walker confirmed that she would make arrangements to deliver these newsletters.
- Councillor Wood raised the following issues:
 - The lamp column on Bower Hill opposite the allotments has been damaged. He thought that it had been done by a reversing lorry delivering manure to the allotments.
 - He reported that the litter bin on Bower Hill had been ripped off the lamp pole. The Council agreed that this would be reported to Neighbourhood Pride.
 - He advised that he has also reported a number of pot holes to the email address supplied by Councillor Barnard but that he had had no reply to any of the emails he had sent. Councillors suggested that he bring this matter to Councillor Barnard's attention.
 - He asked if there were any un adopted planters as he had been approached by someone who would like to take on responsibility for one extra planter. He was advised that there were three in the Willows and that he could use one of these. Councillor Wood will report back to Mrs and Mrs. Langley and asks them to let the Clerk know which one they intended to adopt. Councillors suggested the possibility that the local School might be approached in connection with taking over responsibility for the other two planters on the Willows.

9. Other Matters

a. Emergency Items

- None reported.

b. Matters for future discussion.

Community Partnership Facilities, Planting at Gordon's Garden, Bower Dell area project, Playingfield Charging, Jubilee Boundary Walk, Boules Pitch.

7. Date and Time of the Next Meeting.

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The next full meeting will be the Parish Annual Assembly at 6.45pm to be followed by the Council's Annual Meeting at 7.15pm on Monday 14th May 2012 at Saint Aidan's Church.

Signed this day _____ 2012.

DRAFT