

OXSPRING PARISH COUNCIL

Minutes of a meeting held on Monday 6th October 2008, At 7pm in Oxspring School.

1. Attendance.

a. In Attendance.

Councillor I. Goldthorpe.	(IG)	(Chair)
Councillor I. Stanley.	(IS)	(Vice Chair)
Councillor R. Chitoriski.	(RC)	
Councillor A. Mills	(AM)	
Councillor F. Shaw.	(FS)	
Councillor B. Taylor	(BT)	

Mrs Stephanie Tolson (Clerk).

b. Apologies.

Apologies received and accepted from Councillor Booth (BT,IS).

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 September 2008, and Matters Arising from them.

- The Chair signed the minutes as a true record after **agreement** by the Council (RC,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.
- The Clerk updated the Council with the reports from Councillor Booth on the matter of the Community Building planning application. It was agreed that it would be useful for the Council to have a copy of the additional cross sectional information showing the land elevations that were provided to planning. The Clerk to enquire.
- The memorial seat request by Mr Daley was discussed. Mr Daley wants a seat next to the old Bower Hill bridge. He does not want one on Bower Dell picnic site or anywhere else. This land belongs to BMBC and is still classed as a highway, even though it no longer is and therefore a seat is not allowed. The Clerk is to write to the Highways department regarding the matter. Councillor Stanley will take the matter to the Area Forum in October.
- Any other matters would be included in later agenda items.

OXSPRING PARISH COUNCIL

5. Business Matters.

a. Culvert Repair

- Quotes have been received from J Mitchell for laying the drainage pipes at the top side of the playing field, to feed into the current culvert. The right hand side of the field (Mayfield to the Culvert) is £1230. The left side is £980. Total £2210.
- The type of pipe to be used was discussed. The Chair is to obtain a price using a pipe with drainage holes only in the top half & not all the way around.
- It was **agreed** that the above quote was reasonable. (IS,IG).
- Clearing of the soakaway was also discussed. There is a need to find out how deep it is. This could be done while the digger is on site.
- The Clerk has spoken to BMBC and put in a formal request for permission to lay the pipe of the TPT side of the boundary fence on the right hand side of the field.

b. Memorial Garden

- J Mitchell has provided soil from a site in the village that he has been working on for the memorial garden. This soil will be used to make the slope less steep for mower access.
- Mr Wade's fence is now complete.
- The large stones will be taken to the engraver when we have access to the mini digger (when doing the Culvert repair).

c. Play Area Maintenance

- The Chair reported that he has sourced some 8ft by 4 ft sheets for the play area repair. They are a bonded material on both sides, fully waterproof, and similar to marine ply. They are £50 per sheet and 4 will be required. They will be used for the log train repair, the roof on the toddler unit, a step on the toddler unit and along the bridge sides.
- Mr Mitchell will carry out the work. It will be done in the winter.

d. Other Business

- The Clerk is to contact Elaine Down at Neighbourhood pride regarding maintenance of the old Bower Hill bridge area as this has clearly not been maintained at all, the path near the playground, and the grass cutting along the back of the allotments at the Anthills.
- Circulation of documents was discussed, and the following order was agreed, as documents are not getting to everyone: IG, IS, FS, BT, AM, CB, RC.
- A planning application is still missing in circulation. It is 2008/0901 for 2 Fields End, circulated on June. Could Councillors please look for it.
- Councillor Stanley reported that Councillor Booth has been added as a signatory to the Gala bank account, and a cheque will be issued shortly to Oxspring Friends.

6. Financial Matters

a. Balances and Transfers

- There was one transfer during the month.

Transfers

Date	Ref	Name	Service/Item	Amount	Account
3 Sep 08	TRF	D/A to C/A	Bank Transfer	1000.00	BANK TRANSFERS

OXSPRING PARISH COUNCIL

a. Payments and Receipts

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

Payments

Date	Ref	Name	Service/Item	Amount	Account
Current Account					
25 Sep 08	SO	Southern Electric	Electricity Playingfield	1.48	OTHER PAYMENTS (Not listed
6 Oct 08	30/101588	Mr R Chitoriski	Prizes for TPT race	30.00	S. 137 PAYMENTS
6 Oct 08	31/101589	Stephanie Tolson	12 days Holiday pay 07/08	221.81	WAGES, PAYE, NI, PENS., EXF
6 Oct 08	32/101590	NGN Technologies Ltd	Printer Cartridges	61.00	ADMINISTRATION
6 Oct 08	33/101591	BMBC	#Playarea runway repair	65.80	MAINTENANCE
6 Oct 08	34/101592	BDO Stoy Hayward LLP	Audit of Annual Return 07/08	158.63	ADMINISTRATION
6 Oct 08	35/101593	Oxspring Friends	Donation from TPT Fun Run	39.00	ADMINISTRATION
6 Oct 08	36/101594	Mrs A Mills	#Planter Plants	35.00	MAINTENANCE
6 Oct 08	37/101595	Hunshelf Parish Council	Donation to Isle of Skye project	100.00	S. 137 PAYMENTS
23 Oct 08	SO	Stephanie Tolson	Clerks Salary	415.09	WAGES, PAYE, NI, PENS., EXF
23 Oct 08	SO	Stephanie Tolson	Imprest Account	15.00	BANK TRANSFERS

Deposit Account

17 Sep 08	348	HSBC	Bond Reinvestment	56000.00	INVESTMENTS
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Receipts

Date	Ref	Name	Service/Item	Amount	Account
Current Account					
18 Sep 08	56884	Mr Andy Plummer	Field Fund Trunce Series	350.00	RECEIPTS
Deposit Account					
5 Sep 08	CR	D/A Interest	to 4/9/08	95.01	INTEREST on INVTS & A/CS
10 Sep 08	348	HSBC	Bond Maturity	52000.00	INVESTMENTS
10 Sep 08	348	HSBC	Bond Interest	609.47	INTEREST on INVTS & A/CS

- The closing balances for 30th September 2008 were: c/a £701.02, d/a £7703.04, Imprest a/c £8.06.

c. Other Financial Matters

- The Clerk reported that the External Auditors have completed their Audit, and that there were no matters arising within the report which required the attention of the Council.
- The Annual Return was therefore **approved** and accepted by the Council. (FS,RC).
- The Notice of Conclusion of Audit will be displayed in the Notice board for 14 days as required.

5. Planning Matters

a. Planning Applications.

- There were two applications for consideration by the Council.
- 2008/1454 – 4 West Crescent – single storey rear extension
- 2008/1462 – 3 West Crescent – single storey rear extension
- The Council had no objections.

OXSPRING PARISH COUNCIL

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.

b. Items to Report

- Councillor Stanley reported that the Trunce Run website states that the fees that are donated to the Parish Council are to go towards the maintenance of the Playing Field. It was **agreed** that the £350 received in September would go towards the Culvert repair work. In future the fees received would go towards the Playingfield earmarked fund. (IS,IG). The Clerk is to notify Mr Plummer that the fees have contributed towards the culvert repair when the work has been done.
- This year's planter competition was discussed. It was **agreed** to give a £10 prize to all those who maintained the planters this summer as a way of thanks. (IS,IG).
- Councillor Mills enquired about the parking at Penistone Group Practice. It was previously reported in July's minutes that Penistone Town Council were taking up this matter, and that Borough Councillor Barnard was to bring it up at Julys area forum meeting. The Clerk is to contact Borough Councillor Barnard regarding an update on the issue.
- Councillor Chitoriski reported that he had recently met Mr Horsefall, Clerk to Hunshelf PC. They had spoken about the Isle of Skye project, and he requested that Oxspring PC re consider making a donation to the appeal. It was **agreed** to donate £100. (BT,IG). Councillor Shaw objected.

9. Other Matters

a. Emergency Items

- None reported.

b. Matters for future discussion.

Community Partnership Facilities, Culvert repair, Memorial Garden, Play Area Maintenance, Christmas Newsletter.

7. Date and Time of the Next Meeting.

The next full meeting will be at 7pm on Monday 3rd November 2008 at Oxspring School.

Signed this day _____ **2008.**