

OXSPRING PARISH COUNCIL

Minutes of a meeting held on Monday 1st September 2008, 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 F. Shaw.	(FS)	

Mrs Stephanie Tolson (Clerk).

b. Apologies.

Apologies received and accepted from Councillor Mills and Councillor Taylor. (IS,IG).

2. Prioritisation of Agenda Items.

No prioritisation was necessary.

3. Community Matters.

The correspondence from Lauren Simmons, Youth Participation worker, was discussed. It was **agreed** to invite her to the next Council meeting to discuss youth provision in Oxspring and the services she can offer as a youth worker, and to advertise this so that young people who may wish to meet her can also attend. (CB,FS).

Public Participation Adjournment.

None

4a. Minutes of the Meeting held on Monday 21st July 2008, and Matters Arising from them.

- The Chair signed the minutes as a true record after **agreement** by the Council (IS,FS). 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.
- It was discussed that Mr Wainwright has requested to move the fence boundary on his Willows Allotment by 2ft due to deep concrete in the way that was making it difficult to put up the fence. This was **agreed**. (CB,IS). Councillor Booth to give him the go ahead.
- The notice given to two allotment holders was discussed. If these allotments have not improved at the end of the 56 days, the Clerk is to offer the allotments to the next person on the list.
- Any other matters would be included in later agenda items.

5. Business Matters.

a. Post Office Closure Programme

- This item is no longer applicable as Oxspring Post Office is not under threat.

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b. Community Partnership Facilities

- Councillor Booth confirmed that the planning application had been sent to Hunshelf Parish Council and that an extension had been granted to the deadline for comments.
- Issues raised so far by the planning department are that the site is within 250m of made up ground, which would be investigated with an engineering survey, which may be required as a condition of approval. An upgrade to the car park may be a condition upon approval.
- The plans are in the village notice board.
- Mr Clynch is meeting with the planning officer Mr Smith on Thursday 4th September.

c. Culvert repair

- After enquiries with engineers at BMBC, the Parish Council were given an estimated cost of the culvert repair being in the region of £50,000 to £60,000.
- No sources of possible funding have been identified.
- It was **agreed** not to go ahead with the design and survey work from Civilsmart Ltd, as the cost of the actual repair is too prohibitive. (IS,IG).
- As an alternative to repairing the culvert, it was agreed to get a quote for digging the trench on both sides at the top of the field, clear the sump and cut back the trees, which would improve drainage on the field and into the culvert. It was discussed that it is many years since this was done, and it would be beneficial to the drainage of the field if this was done regularly. Councillor Goldthorpe is to get a price for the digging work, Councillors Booth, Goldthorpe and Stanley to arrange the cutting back of trees. It was **agreed** to limit spend on this to £1000 in the first instance and for it to be taken from the Playing field 106 earmarked fund. (CB,IG).

d. Memorial Garden

- The proposal from BMBC to sell the land under lease on Sheffield Road to the Parish Council was discussed. It was **agreed** to buy the land. (CB,FS).
- The Clerk to the notify BMBC and the Solicitor.
- The large stones that were discovered on the land were discussed. Councillor Shaw proposed for a Mr Milner to make these stones into a monument with lettering on for Gladys Wood. The cost would be £150. This was **agreed**. (CB,RC).
- The memorial seat will not be purchased until the ground is levelled and grassed. This is currently on hold due to Mr Wades boundary fence being erected.

e. Play Area Maintenance

- The quote received from Pennine Playgrounds was discussed. It was decided not to go ahead with it as the price was far too high.
- It was decided to find alternative means of carrying out the repairs.
- The Chair reported that he had a supplier for the repairs to the log train and estimated that this could be completed for less than £1500. It was **agreed** to go ahead with this and for it to come out of the 106 maintenance earmarked fund. (CB,FS).
- The Chair also reported that he had an alternative idea to replacing the bridges on the toddler multipurpose unit. He would agree this with Jo Birch at BMBC before pursuing it, to ensure that it would meet health and safety regulations.

f. Other Business

- Use of the Playing field was discussed. It appears that the playing field has been used for a public event by the football club without the Parish Council's consent.
- The Clerk is to write to all users of the playing field re iterating that permission must be obtained for use of the playing field or Bower dell for public events, and that the playing field

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surface is respected (ie. No cars on it), that litter is cleared and that users have their own insurance arrangements in place. Councillor Stanley is to provide the address for the football club chairman to the Clerk.

- During August a car had got stuck in the mud on the football field and the deep tyre tracks have caused a lot of damage to the newly seeded surface. It was discussed who is to pay for the repair. Councillor Stanley believed he can get proof of who caused the damage.
- The last gala that took place on the playing field was discussed. Councillor Stanley is to obtain the gala accounts to show the breakdown of how the gala money was spent. He is to arrange the payment of Oxspring Friends share of the proceeds.
- It was reported that there is still a water leak under the bridge on Roughbirchworth Lane. The Clerk is to report this again to Yorkshire Water.

6. Financial Matters

a. Payments and Receipts

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

Payments

Date	Ref	Name	Service/Item	Amount	Account
Current Account					
23 Jul 08	27/101585	JS Mitchell	#Mem gdn fence rail	172.72	MAINTENANCE
23 Jul 08	27/101585	JS Mitchell	#Repair play area bridge	80.00	MAINTENANCE
23 Jul 08	DD	Yorkshire Water	Water Bill Allotments	55.48	ALLOTMENTS
23 Aug 08	SO	Stephanie Tolson	Clerks Salary	498.11	WAGES, PAYE, NI, PENS., EXP
23 Aug 08	SO	Stephanie Tolson	Imprest Account	15.00	BANK TRANSFERS
1 Sep 08	28/101586	BMBC	Playground inspections 08/09	308.43	ADMINISTRATION
1 Sep 08	29/101587	Oxspring School BMBC	Hall Hire Sept - Dec	120.00	ADMINISTRATION
23 Sep 08	SO	Stephanie Tolson	Clerks Salary	498.11	WAGES, PAYE, NI, PENS., EXP
23 Sep 08	SO	Stephanie Tolson	Imprest Account	15.00	BANK TRANSFERS

Receipts

Date	Ref	Name	Service/Item	Amount	Account
Current Account					
18 Jul 08	CR	Southern Electric	Electricity refund	5.17	RECEIPTS

b. Balances and Transfers

- There was one transfer during the month.

Transfers

Date	Ref	Name	Service/Item	Amount	Account
23 Jul 08	TRF	D/A to C/A	Bank Transfer	1500.00	BANK TRANSFERS

- The closing balances for 31st August 2008 were: c/a £294.04, d/a £11998.56, Imprest a/c £4.54

c. Other Financial Matters

- The Clerk reported that when calculating her hours worked for the previous financial year (07/08), in error she had not taken into account any holidays. The Clerk started in Sept 07 and is entitled to 20 days holiday per year. Pro rata for the months worked (Sept to March), this amounts to 12 days holiday, which were not taken. Rather than carry them forward to this year, it was **agreed** that the Clerk should be paid for them. (FS,RC).
- The high interest bond is due for renewal on the 10th September. It was **agreed** that this should be re-invested as £56,000 for 3 months. (CB,FS).

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5. Planning Matters

a. Planning Applications.

- There were no applications for consideration by the 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

- The request from the Penistone Tangent Club for a memorial seat in memory of Chris Latham at the play area was discussed. Due to the cost of a new seat being prohibitive to the Tangent Club, it was decided to offer an existing seat for a memorial plaque to be put on. The Clerk is to notify Joan Adams.
- The request from Mr Daley for a memorial seat in memory of his partner Jane at Bower Dell was discussed. Councillor Shaw is to call him and offer him to have either a new seat or existing seat at Bower Dell with a plaque.
- The Oxspring website was discussed with regarding to allowing local groups to have access and space on the site, and also with regards to adding the facility for users to register with the site to receive update notifications by email. These were **agreed**. (CB,FS).
- The Clerk reported that BMBC are holding a presentation event for Parish Councils on environmental issues and neighbourhood pride at the Town hall Council Chambers on 15th September at 4.30pm. There is space for 3 representatives from Oxspring PC. The Clerk stated that she will attend, and Councillor Shaw stated that she may be able to attend. Any further attendees please inform the clerk.
- Councillor Chitoriski reported that the Trans Pennine Trail 5 mile race would take place on Saturday 27th September at 11.30am, starting at the playing field. Permission was **agreed** for use of the playingfield. (CB,FS). It was **agreed** to donate £30 for prizes, to come out of s137 money. (CB,FS).

9. Other Matters

a. Emergency Items

- None reported.

b. Matters for future discussion.

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

7. Date and Time of the Next Meeting.

The next full meeting will be at 7pm on Monday 6th October 2008 at Oxspring School.

Signed this day _____ **2008.**