

OXSPRING PARISH COUNCIL

Minutes of meeting held on Monday 3rd April 2023 at 7.15pm at St Aidans Church

1. Attendance

a. In attendance

Councillor A Walker	(Chair)
Councillor G Sedgwick	(Vice Chair)
Councillor I Goldthorpe	(IG)
Councillor E Gratton-Rayson	(EGR)
Councillor N Mckay	(NM)
Councillor I Stanley	(IS)

In attendance: Mrs Stephanie Tolson (Clerk).

b. Apologies

Apologies were received and accepted from Councillor L Chambers.

2. Prioritisation of Agenda Items.

None.

3. Public Participation

- None.

4. Previous meeting minutes

4a. Minutes of the Meetings held on Monday 6th March 2023, and Matters arising from them.

- The Chair **agreed** to sign the minutes as a true record after **agreement** by the Council (AW, IS).
- Allotment renewals were issued in March. A few tenants have not paid yet.
- A reclaim for VAT was made and received in March.
- A policy has been circulated for Flag flying. This was agreed and will be put on the website. A drawing for an Oxspring flag was received from Che Lacombe. The Chair has written back to Che. It is not possible to use the design for the flagpole, but The Chair has suggested it can be used by Oxspring Friends.
- The internal auditor was appointed and is performing the audit in early May. The accounts will be approved by the Council at the June meeting.
- Nomination forms for election candidates are due to be submitted to BMBC town hall this week. The Clerk will inform Councillors how many candidates have been elected as soon as she is informed by BMBC.
- The Parish Council insurance policy was renewed in March with Gallagher insurance.

5. Business Matters

a. Titivator Update

- TWIGS will be cutting back the grass overgrowing the footpath at upper Roughbitchworth Lane this week.
- Regular litter picking has taken place.
- The Chair attended the Yorkshire Humber Climate Commission meeting on zoom in March. It was agreed that Emily will create a list of green/planting initiatives that the Parish Council have carried out in recent years.
- It was agreed to purchase three new litter pickers and bin bag hoops.

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b. Community Allotment & Orchard

- Cllr Gratton-Rayson has planted the new apple trees in the Orchard and will be planting the new memorial trees in the Pinfold soon.

c. Playarea Inspections

- There were no issues on the latest safety inspection.
- The playarea inspection renewal has been received from BMBC. There is a 10% increase. This was agreed.

d. Allotment repairs

- The pedestrian gate has been removed at Bower Hill, and was found by an allotment tenant on the ground. The tenant believes that he disturbed someone trying to steal it. Councillor Sedgwick will take a look to see if it can be reattached and made more secure.
- The tap at Roughbitchworth allotments has a leak which has had a temporary repair thanks to Alan Walker and also a friend of Councillor Chambers. Councillor Sedgwick will go and see if it can be made more weather proof.

e. OUFC

- OUFC have installed the container in the playingfield car park, and have arranged transport to move it when the field is dry.
- Jenny Sparrow has asked if they can put harris fencing around it on the field. This was not agreed.

f. Ground Maintenance

- The BMBC ground maintenance contract quote was discussed in detail and the individual works to be done were agreed and will be communicated to BMBC. Since the meeting, BMBC have removed the charge for emptying litter bins. A schedule of when the works are to be done will be requested from BMBC.
- It was agreed to ask that OUFC cut a 1 meter strip around the edge of the path.
- It was agreed to accept the quote from Robert Barker for the playarea grass cutting.

g. Hanging Baskets

- No news has been received from BMBC on the recent review. The Clerk will chase and also contact the supplier.

6. Financial Matters

a. Payments and Receipts

The following items were presented and **agreed** for payment. (AW, GS)

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Payments					
Date	Ref	Name	Service/Item	Gross amount	Account
Current Account					
4 Apr 23	LCA	SSE	ELECTRICITY PLAYINGFIELD	15.00	MAINTENANCE PLAYINGFIELD
4 Apr 23	DD	TIM RIVETT	WEBSITE HOSTING	39.24	ADMINISTRATION
4 Apr 23	58	YLCA	SUBSCRIPTIONS	434.00	SUBSCRIPTIONS
4 Apr 23	59	E GRATTON-RAYSON	COMPOST & FENCING	89.88	COMMUNITY ORCHARD
22 Apr 23	SO	S TOLSON	SALARY	639.17	WAGES, PAYE, NI, PENS.,
22 Mar 23	SO	S TOLSON	IMPREST ACCOUNT	15.00	BANK TRANSFERS
9 Mar 23	DD	HSBC	BANK CHARGES	8.00	ADMINISTRATION
				1240.29	
Deposit Account					
NONE					
				0.00	
Receipts					
Date	Ref	Name	Service/Item	Amount	Account
Current Account					
15 Mar 23	CR	HMRC	VAT REIMBURSEMENT	590.00	VAT RECOVERED
28 Mar 23	CR	VARIOUS	HB NEW SPONSORS	170.00	HANGING BASKETS
28 Mar 23	CR	VARIOUS	ALLOTMENT RENTS	564.00	ALLOTMENTS
7 Mar 23	CR	HSBC	MONEY MARKET INTEREST	111.40	INTEREST on INVTS & A/CS
				1435.40	
Deposit Account					
NONE					
				0.00	
Transfers					

b. Balances and Transfers

- The closing Balances for 31st March 2023 are c/a £4,527.03 and d/a £3,904.78, Money Market £18,000, Imprest a/c £0.

c. Other Financial Matters

- None.

7. Planning Matters

a. Planning applications submitted to BMBC

- 2023/0237 – Extension to storage building at Oxspring Wire Mills – no objections.

b. Other Planning Matters

Previous applications update:

- 2022/0257 – Cedarwoods, Sheffield Road – 2 storey side extension – under consideration

8. Administration Matters

a. Correspondence

- A request for permission for an Easter football club for children to be held on the football field this week – this was agreed. No donation required.

b. Items to Report

- The Chair reported on Oxspring Friends plans for the Picnic in the Park on the 7th May. She reported on the activities that would take place.

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- It was reported that building materials have been placed on a strip of land at the side of Bower Hill. The Chair wishes to contact the owners to find out their intentions for the land. The Clerk will obtain the details from land registry.
- It was agreed to discuss the hut at St Aidans on the June meeting agenda.

9. Other Matters

a. Emergency Items

- None reported.

8. Date and Time of the Next Meeting.

The next meeting will be the Annual Assembly on Monday 15th May 23 at 6.45pm at Saint Aidans Church followed by the Annual meeting.

Signed this day _____ 2023.