

OXSPRING PARISH COUNCIL

Minutes of meeting held on Monday 12th June 2023 at 7.15pm at St Aidans Church

1. Attendance

a. In attendance

Councillor A Walker	(Chair)
Councillor G Sedgwick	(Vice Chair)
Councillor E Gratton-Rayson	(EGR)
Councillor N McKay	(NM)
Councillor I Stanley	(IS)
Councillor L Chambers	(LC)

In attendance: Mrs Stephanie Tolson (Clerk).

b. Apologies

Apologies were received and accepted from Borough Councillor A Burnett.

2. Prioritisation of Agenda Items.

None.

3. Public Participation

- None.

4. Previous meeting minutes

4a. Minutes of the Meetings held on Monday 15th May 2023, and Matters arising from them.

- The Chair **agreed** to sign the minutes as a true record after **agreement** by the Council (AW, IS).
- All allotments have now been paid. 1 allotment has been given a notice to quit.
- The Internal Auditor has completed the Audit. It is recommended that the PC adopts an Equal Opportunities Policy. The Clerk will produce one for approval at the next meeting.
- The Back Lane crossroad markings were reported again to Damon Brown in May.
- Safety barriers are now up at the Bungalow on Sheffield Road.
- The damage to the village green planter has been reported to BMBC grounds maintenance.

5. Business Matters

a. Parish Council Vacancy

- There were no applications made for the PC vacancy. I Goldthorpe has reported to the Council that he is willing to be co-opted back onto the Council. This will happen at the July meeting.

b. Community Allotment & Orchard

- Mowing has taken place at both.

c. Playarea Inspections

- There were no major issues on the latest safety inspection.
- The wall toppings have been repaired by M Hughes.
- On the Roundaplay Swing Barriers, there is some movement, which Cllr Sedgwick and Alan Walker will repair.
- The bottom step on the Toddler Multi Unit is loose. This will be repaired by Cllr Sedgwick and Alan Walker.

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d. Allotment repairs

- Cllr Sedgwick and Alan Walker will put struts across the pedestrian gate opening at Clays Green allotments.
- Cllrs Chambers and Sedgwick are looking at insulating the tap at Roughbitchworth and putting in a stop tap.

e. Titivator Update

- Litter picking has taken place.
- Gordons Garden has been planted with perennials.
- The Willows Planters have been installed.
- Councillor Sedgwick strimmed around the new trees that were planted last year in the field, but due to the hot conditions shortly after they were planted a number did not survive. There have now been replaced with spares grown in his garden.
- The Clerk will contact Jenny to find out how many times the football field has been cut.

f. Castle Dam

- The No camping sign will go up shortly.
- Further complaints from residents in the area were received mid-May.
- The campers have not been seen recently.
- It was agreed that it is not practical to put a gate on the car park, and that there is nothing further the Council can do.

g. Playingfield Container

- Quotes were received and compared for a 10ft container for the football field, to replace the shed at Saint Aidans.
- It was agreed to purchase a 10ft used container. The container will be located just inside the gate on Sheffield Road behind the trees.

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					
12 Jun 23	10	HORSEFIELDS NURSERY	#PLANTS GORDONS GDN	50.00	PLANTERS/BASKETS/TREE
12 Jun 23	11	AMAZON	SIGN FOR CASTLE DAM	15.49	MAINTENANCE GENERAL
12 Jun 23	12	ICO	GDPR RENEWAL	40.00	SUBSCRIPTIONS
12 Jun 23	13	TOWN PARISH AUDIT	INTERNAL AUDIT	190.00	ADMINISTRATION
12 Jun 23	14	FIRST IMPRESSIONS	HANGING BASKETS 2023	2418.00	PLANTERS/BASKETS/TREE
12 Jun 23	15	MARTIN HUGHES	WALL REPAIRS	533.84	MAINTENANCE PLAYAREA
21 Jun 23	SO	S TOLSON	SALARY	639.17	WAGES, PAYE, NI, PENS.,
21 Jun 23	SO	S TOLSON	IMPREST ACCOUNT	15.00	BANK TRANSFERS
				3836.01	
Deposit Account					
6 Jun 23		HSBC	MONEY MARKET REINVESTMENT	23000.00	BANK TRANSFERS
				23000.00	
Receipts					
Date	Ref	Name	Service/Item	Amount	Account
Current Account					
19 May 23	CR	VARIOUS	ALLOTMENT RENTS	104.00	ALLOTMENTS
				104.00	
Deposit Account					
6 Jun 23		HSBC	MONEY MARKET MATURITY	18000.00	BANK TRANSFERS
				18000.00	
Transfers					
Date	Ref	Name	Service/Item	Amount	Account
none					

b. Balances and Transfers

- The closing Balances for 31st May 2023 are c/a £3,750.87 and d/a £23,904.78, Money Market £18,000, Imprest a/c -£17.99.

c. Other Financial Matters

- It was resolved that Oxspring Parish Council approve Section 1- Annual Governance Statement 2022/23 for Oxspring Parish Council on page 5 of the Annual Governance and Accountability Return 2022/23.
- It was resolved that Oxspring Parish Council approve Section 2 - Accounting Statements 2022/23 for Oxspring Parish Council on page 6 of the Annual Governance and Accountability Return 2022/23.
- It was resolved that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, Oxspring Parish Council will publish the following documents on the Parish Council website, and display sections 1 & 2 on the Council notice board:
 - Annual Internal Audit Report 2022/23
 - Section 1 – Annual Governance Statement 2022/23
 - Section 2 – Accounting Statements 2022/23
 - Analysis of variances
 - Bank Reconciliation to 31 March 2023
 - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

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7. Planning Matters

a. Planning applications submitted to BMBC

- 2023/0512 – 3 Old Mill House – new fence & gate – no objections.

b. Other Planning Matters

Previous applications update:

- 2022/0257 – Cedarwoods, Sheffield Road – 2 storey side extension – under consideration
- 2023/0357 – A629 – Storage Building Oxspring Wire Mills – under consideration
- 2023/0335 – Kon Tiki – variation to condition 2 – No objections – under consideration
- 2023/0270 – 33 Mayfield – side extension – No objections – under consideration
- 2023/0357 – Roughbitchworth Lodge – variation to condition 2 (double driveways, new house type) – under consideration
- 2023/0418 – Roughbitchworth Lodge – variation to condition 3 (to remove affordable housing) – under consideration

8. Administration Matters

a. Correspondence

- A request for permission to hold the Reds in the Community Van in Oxspring on the field on the 24th July was agreed.

b. Items to Report

- A letter requesting permission to camp on the field after a private party at the Waggon and Horses was rejected.
- It was noted that a tree on the left-hand side at the entrance to the Willows needs cutting back. The Clerk will report to BMBC.
- Cllrs Stanley and Chambers will speak to the Willows residents about watering the fence planters.
- Bikers at the Anthills were discussed as there has been increased activity. They have been told to keep off the public footpath. A number of residents are keeping an eye on the situation.
- It was agreed to invite Damon Brown to the September meeting.

9. Other Matters

a. Emergency Items

- None reported.

8. Date and Time of the Next Meeting.

The next meeting will be on Monday 3rd July 23 at 7.15pm at Saint Aidans Church.

Signed this day _____ 2023.