

OXSPRING PARISH COUNCIL

Minutes of a meeting of Oxspring Parish Council held on the 7 October 2024, at 7.15pm in St Aidans Church Hall.

Present: Cllr Ann Walker (Chair)
Cllr Graham Sedgwick (Vice Chair)
Cllr Ian Stanley
Cllr Emily Gratton-Rayson
Cllr Lisa Chambers
Cllr Ian Yems
Cllr Alan Harley
The Parish Clerk

1. The Chair opened the meeting and provided a reminder to all in attendance on the Council's expectations about audio or visual recordings of the meeting.

Public Participation

None.

2.1 To receive apologies for absence

No apologies were received.

2.2 To consider the approval of reasons for absence given by councillors

None.

3.1 To receive, consider and decide upon any applications for dispensation

No members of the council had any requests for dispensation.

3.2 To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests

None.

4. To confirm the minutes of meeting held on 7 July 2024, as a true and correct record

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 7 July 2024 be approved as a true record and signed by the Chair.

5. To receive information on the following ongoing issues and decide further action where necessary

5.1 Co-Option

Alan Harley confirmed that he would like to join the Parish Council.

RESOLVED to co-opt Alan Harley. He signed the Declaration of Office.

5.2 Grass cutting at the Anthills

Cllr Chambers met with Vital Services to discuss the site. Currently it has been cut by a resident and BMBC once. Vital Services proposed to cut it twice a year. This includes the footpath and the triangle area.

5.3 Rookery

The wall at the Rookery has been repaired.

5.4 Health & Safety Training

The Chair has arranged Health & Safety Training for Councillors/Titivators with Adam from Greenotes on the 15th October at 4pm at the storage facility on the field.

5.5 Play Area Repairs

The Titivators have replaced the top and bottom steps on the Toddler Multi unit and repaired a fence post at the playarea. The talk tube has also been repaired.

5.6 Playingfield drainage

Sarah Ford has not met with Cllr Stanley yet re the banking at the playingfield. The Clerk will chase this.

5.7 West Crescent Allotment

The titivators have installed a post and wire fence at the West Crescent allotment. The plot has a new tenant.

RESOLVED that the clerk will see how the new tenant is progressing.

5.8 Roughbirchworth Allotment

The vacant plot has been split into two and two new tenants have signed up. It was noted that small metal incinerators with lids are allowed on plots, but open fires are not.

5.9 Japanese Knotweed

Japanese Knotweed at Willow Bridge has been added to the BMBC treatment schedule.

5.10 Willow Bridge

The state of the Willow Bridge has been reported to BMBC conservation teams and Specialist Highway structure teams.

RESOLVED to ask Cllr Burnett to assist with following up on this.

5.11 Trees obscuring signs

Issues with trees obscuring the school 20mph warning signs and one of the signs not working properly were reported to BMBC and Damon Brown. A number of other trees obscuring driving etc have also been reported to BMBC. It was noted that the 30mph sign on Bower Hill is also obscured. The titivators will clear vegetation around the sign.

5.12 Declarations of Interests

These have been submitted to BMBC. Cllr Harleys will also be submitted.

5.13 Email Addresses

These have been set up. Any Councillor needing a password resetting needs to contact Mr Rivett.

6. To consider and decide upon the following planning applications

2024/0763 – 23 Tollbar Close – single storey extension – No comments.

7. **Planning Decisions and information**

- 7.1 2023/1066 – Land West of Millstones – rural exception site 6 properties – under consideration.
- 7.2 2024/0058 – 2 Mayfield Court – rear extension to single storey dwelling – Approved.
- 7.3 2024/0309 – 10 West Crescent – 2 storey side extension – under consideration.
- 7.4 2024/0614 – 41 Mayfield – single storey outbuilding – under consideration
- 7.5 2024/0673 – 4 Old Manor Drive – Front porch – under consideration.

8. **Matters requested by councillors**

8.1 **Drainage works on the playingfield**

Cllr Sedgwick reported on the works that OUFC have been doing on the field and it was noted that the works are still in progress. It was noted that the storage container has not yet been moved also.

8.2 **Works to Parish Council gardens**

An environmental grant has been applied for and received for £927 from BMBC Stronger Communities to carry out works to Gordon's Garden and the playingfield carpark garden. The works will be carried out by Greennotes CIC with help from the Titivators.

8.3 **Community Allotment & Orchard**

Cllr Gratton-Rayson reported that the Orchard has been strimmed, and that the Community allotment has two new volunteers. They have been busy putting in raised beds, a water container, potting bench, and mud kitchen. They are planning on having an open day in April.

8.4 **Titivator Report**

Cllr Sedgwick reported the following:

The Christmas tree area has been cut back and tidied, thanks to Cllrs Yems and Gratton-Rayson.

The seat at the old Bower Hill bridge has been cleared around it.

The sports field carpark area has been strimmed and the garden weeded.

The new seat from Men in Sheds has been installed and other seats strimmed around.

Thanks to Men in Sheds, Cllrs Harley and Yems and Mr Neilson.

Work in Bower Dell to remove Himalayan Balsom from the river bank, thanks to Cllr Yems and Mr Neilson.

Large fallen branch removed from the pavement on Sheffield Road, thanks to Cllr Yems.

8.5 **Playarea Inspections**

The playarea inspection report for September reported that all items were safe to use.

It was noted that there is another rotten half round timber on the multi play unit. Mr Walker is contacting BMBC re how to proceed with replacing this.

8.6 **Parish Notice Boards**

It was discussed that new keys are unobtainable for the notice boards; therefore, it was discussed as to whether to put on new locks or remove the locks and use a clasp opening instead. Cllrs will meet and look at the boards.

8.7 **Men in Sheds bench**

It was agreed to send a thank you to Men in Sheds for the bench and to donate £100.

8.8 **TPT access Roughbitchworth Lane**

It was RESOLVED that the Clerk enquire whether the steps have been inspected recently by BMBC.

8.9 **Christmas tree lights**

It was RESOLVED that Cllr Sedgwick purchase two more sets of tree lights for the village tree.

8.10 **Playingfield Trees**

A resident on Mayfield has contacted the Parish Council regarding a cluster of tall trees on the field blocking light to his garden and stopping his TV signal working well. This was discussed along with various options. The Council voted and it was agreed to leave the trees as they are.

A quote has been received for £200 plus VAT to fell a dead Willow tree near the playingfield car park. It was RESOLVED to accept the quote.

9. **To receive and consider for decision any recommendations from the Council's Committees**

None.

10. **Financial Matters**

Relevant documents had been circulated to councillors prior to the meeting with the agenda.

10.1 RESOLVED to note the balances in the current, savings & money market accounts.

10.2 RESOLVED to accept the bank reconciliation to 30/9/24.

10.3 RESOLVED to accept the Budget v Actual report to 30/9/24.

10.4 RESOLVED to approve payment to:

Payments				
Date	Ref	Name	Description	Gross amount
Current Account				
7 Aug 24	30	S Tolson	Clerks expenses	20.44
7 Aug 24	31	Myers Building Supplies	Concrete for bench	30.00
7 Aug 24	32	Currys	Printer	279.99
7 Aug 24	33	Cropmark Lndscape Research	Roughbitchworth excavation	1,350.00
7 Aug 24	34	YLCA	Training	52.60
7 Aug 24	35	Timpson	key cutting	20.00
7 Aug 24	36	Penistone Engineering Supply	Repair zip wire	4.00
7 Aug 24	37	KDA	fence stake playarea	5.95
7 Aug 24	38	Windmill Nursery	Planter plants	11.97
2 Sep 24	39	Amazon	Fence post stakes allotment	37.99
2 Sep 24	40	Amazon	fence wire allotment	22.73
2 Sep 24	41	Myers Building Supplies	fence posts allotment	23.70
2 Sep 24	42	Acorn Walling	Repair rookery wall	114.00
2 Sep 24	43	S Tolson	Clerks expenses	8.32
7 Oct 24	44	BMBC	Playground inspections	476.00
7 Oct 24	45	PKF	External Audit Fee	252.00
7 Oct 24	46	Barker Gardening	Grass cutting playarea	459.38
7 Oct 24	47	S Tolson	Clerks expenses	41.90
				3,210.97
Deposit Account				
NONE				-
				-
Receipts				
Date	Ref	Name	Description	Amount
Current Account				
9 Sep 24	cr	HSBC	interest on money market a/c	315.99
				315.99
Deposit Account				
6 Sep 24	cr	HSBC	Bank interest	22.34
				22.34
Transfers				
Date	Ref	Name	Description	Amount
9 Jul 24	trf	HSBC	bank transfer deposit to current	8,000.00
4 Sep 24	trf	HSBC	bank transfer deposit to current	1,500.00
9 Sep 24	trf	HSBC	money market to deposit	30,000.00
9 Sep 24	trf	HSBC	Reinvest from deposit to money market	20,000.00

10.5 To note payments already authorised

It was noted that the Clerk's salary as per the contract of employment, had been paid for the month of July, August & September.

10.6 RESOLVED to accept the earmarked funds report.

10.7 RESOLVED to approve the updated Financial Regulations.

10.8 RESOLVED to approve the Social Media policy.

10.9 RESOLVED to accept the External Auditors report and notice of conclusion of audit.

11. **Correspondence received**

11.1 The environmental grant was approved. See 8.2.

- 11.2 An extended warranty offer from Elan City was reviewed. It was RESOLVED not to purchase.

12. **To receive items to report from Councillors**

- 12.1 The Chair reminded Councillors of the Remembrance Sunday service at St Aidans.
RESOLVED that the Clerk order a wreath.
- 12.2 It was RESOLVED that Cllrs Sedgwick, Gratton-Rayson and Mr Walker would empty the Willows planters when the Christmas tree is installed.
- 12.3 It was RESOLVED that the Chair will order the Christmas Tree from Windmill nursery to be delivered around the 23rd November.
- 12.4 It was RESOLVED that the Clerk will request use of electricity for the tree lights from the neighbouring property.
- 12.5 Cllr Chambers and Gratton-Rayson reported on the Greenbelt training that they attended.
- 12.6 The Chair reported on an accident on Sheffield Road where a wall had been damaged. She reported that the car owner who damaged the wall is corresponding with BMBC re repairs.
- 12.7 Cllr Chambers reported that it was the resident at 10 The Willows who allowed use of their water tap for the Willows planters.
It was RESOLVED to send a thank you letter.
- 12.8 It was RESOLVED that Cllr Harleys details would be added to the Parish website.
- 12.9 Cllr Gratton-Rayson reported that someone had done lots of weed spraying in the playarea.
- 12.10 Cllr Stanley reported that we will organise a Parish boundary walk for the 30th December.
- 12.11 Cllr Stanley reported that the parking on the pavement at the Willows has now stopped following it being reported several times.
- 12.12 It was reported that Cross Lane doesn't have a 100m warning sign prior to the junction at the crossroads at Roughbitchworth and the other 3 sides do. It was RESOLVED to report to highways.
- 12.13 It was reported that three lampposts on Sheffield Road are not working. It was RESOLVED to report to BMBC streetlighting.
- 12.14 It was noted that the broken hanging basket has been repaired on Sheffield Road.
- 12.15 It was reported that some lettering has come off the "Welcome to Oxspring" sign on Sheffield Road near the playingfield. It was RESOLVED to report to highways.
- 12.16 It was reported that new builders are on site at the "Little London" site. It was noted that the house has been demolished and bats are no longer present. It was reported that the previous builders are having action taken against them for felling trees.

13. **Items for the next ordinary meeting of the Council**

The Chair reminded members that the councillors are to provide specified agenda items to the Clerk at least one week prior to the next Council meeting in accordance with the Council's adopted policy. Items proposed so far include allotment rents and contract terms.

14. **Employment matters**

- 14.1 A date was set for the Clerks appraisal by Cllrs Chambers and Stanley.

15. **Date of the next meeting**

It was noted that in accordance with the agreed schedule, the next ordinary meeting of the Parish Council would be held on 4th November 2024 at 7.15pm.

There being no other business, the Chair thanked all for attending and the meeting closed at 9.35pm.

Signed:

Clerk: _____ Date: _____

Chair: _____ Date: _____