

OXSPRING PARISH COUNCIL

Minutes of meeting held on Monday 6th September 2021 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 L Chambers	(LC)
Councillor I Goldthorpe	(IG)
Councillor I Stanley	(IS)

In attendance: Mrs Stephanie Tolson (Clerk).

Additional attendees: None.

b. Apologies

None.

2. Prioritisation of Agenda Items.

None.

3. Public Participation

None.

4. Previous meeting minutes

4a. Minutes of the Meetings held on Wednesday 5th July 2021, and Matters arising from them.

- The Chair **agreed** to sign the minutes as a true record after **agreement** by the Council (EGR, IG).
- Funds for the MUGA were received from BMBC and the MUGA has been ordered. Work will start onsite on the 13th September. The Chair will meet with Axo on site to ensure all parties are in agreement about the details.
- The issues with the hanging baskets were noted in the summer and the company have agreed to provide Spring baskets FOC & summer bedding for our planters for 2022. It was agreed to thank Windmill Nursery for the Willows planters.
- The External Auditor has approved the Annual Return and the reports are on the Parish website.
- TWIGS have been booked for a pre-season cut of the football pitches. This is being done on the 8th September.
- The planter outside 25 The Willows needs to be removed. The Titivators will move this to storage.
- People have been camping at Castle Dam. It was agreed to purchase "No camping" signs for the area.
- The Christmas Tree has been ordered.
- The Clerk had requested that the bins are moved back into the play area, however this has not been done, so this will be chased with BMBC.

5. Business Matters

a. Titivator Update

- Titivator jobs completed include litter picking, weeding at the gas compound, Gordon's Garden, the Rose Garden and the Sports field Garden.

OXSPRING PARISH COUNCIL

- It was agreed that the Titivators will repair the wooden gate at the Playingfield car park.
- The Titivators have been working with TWIGS, and have tidied the area at Castle Dam carpark, and it was noted that this would be a good site for wild flowers.
- Hedgerow trees have been ordered from the Woodland Trust. The plan is to put these in the Playingfield. Preparation work has started. It was agreed to purchase canes, spirals and compost ready for when the trees arrive.
- Cllr Gratton Rayson has also ordered a tree pack from the Woodland Trust and will survey the village to see where the hedgerow needs filling in.
- The Brush Cutter is in need of a service and repair to the blade. It was agreed to get this work done.
- Bower Dell has been weed sprayed and the memorial area is going to be mowed. It was agreed to put a low fence around the area with a plaque to make it clear that these are memorial trees. Freda's tree is to be replaced as it was stolen. The other memorial tree was recently removed and left on the site, so this has been replanted and will hopefully survive.
- It was also agreed to get signs to say that CCTV is in the area.

b. Community Allotment & Orchard

- Planings were ordered for the Community allotment to make parking and turning easier, however BMBC has no stock at present. The Clerk will keep checking and the order will be fulfilled when stock is available.
- The polytunnel will be put up shortly.
- It was agreed to purchase Osmo Oil for the allotment shed.

c. Playarea Inspections

- Recent inspection reports were positive.
- Axo Leisure have agreed to heighten the zip wire seat.

d. Annual review of Parish Council Policies

- The following policies were reviewed and agreed to be put on the website:
- Standing orders, financial regulations, risk assessment, internal financial controls and appraisal policy.
- It was also agreed to put the Parish Council aims and objectives document on the website.

e. Playingfield Pavilion

- There was nothing further to report on this matter.

f. Speeding and Traffic safety

- Councillor Chambers read out the feedback from residents to the Parish Councils speeding and traffic safety concerns that they are raising with BMBC.
- It was agreed to send the letter of concerns to BMBC to the head of highways, the director for transport and Ward Councillor Wilson in the first instance.
- It was noted that Hunshelf and Penistone Councils had shown an interest in purchasing a SID jointly with Oxspring. This was discussed, and it was agreed to obtain quotes for SID's similar to those in Silkstone, with the possibility that the Parish Council may purchase 1 or 2 solely for its own use. We will also obtain feedback from Silkstone.

6. Financial Matters

a. Payments and Receipts

The following items were presented and **agreed** for payment. (EGR,IG)

OXSPRING PARISH COUNCIL

Payments					
Date	Ref	Name	Service/Item	Gross amount	Account
Current Account					
25 Jul 21	BP/24	BMBC	#PLANINGS FOR CARPARK	524.08	MAINTENANCE GENERAL
25 Jul 21	DD	BUSINESS STREAM	WATER ALLOTMENTS	13.54	ALLOTMENTS
2 Aug 21	DD	SSE	ELECTRICITY PLAYINGFIELD	24.89	MAINTENANCE PLAYINGFIE
8 Aug 21	BP/25	BMBC	GROUND MAINTENANCE	1803.48	MAINTENANCE CONTRACT
22 Aug 21	BP/26	B&J IRON WORKS	HANDRAIL PLAYING FIELD	375.00	MAINTENANCE PLAYINGFIE
20 Aug 21	SO	S TOLSON	CLERK SALARY	585.43	WAGES, PAYE, NI, PENS.,
20 Aug 21	SO	S TOLSON	IMPREST ACCOUNT	15.00	BANK TRANSFERS
6 Sep 21	BP/27	PKF LITTLEJOHN LLP	EXTERNAL AUDIT	240.00	ADMINISTRATION
6 Sep 21	BP/28	TIMPSON LTD	KEY CUTTING FIELD GATE	8.00	ADMINISTRATION
20 Sep 21	SO	S TOLSON	CLERK SALARY	585.43	WAGES, PAYE, NI, PENS.,
20 Sep 21	SO	S TOLSON	IMPREST ACCOUNT	15.00	BANK TRANSFERS
				4189.85	
Deposit Account					
NONE					
				0.00	
Receipts					
Date	Ref	Name	Service/Item	Amount	Account
Current Account					
6 Jul 21	CR	BMBC	WARD ALLIANCE MUGA	1700.00	OTHER GRANTS
29 Jul 21	CR	BMBC	S106 GRANT MUGA	27000.00	OTHER GRANTS
2 Aug 21	CR	L RICHARDSON	DONATION FOR FIELD USE	50.00	DONATIONS
				28750.00	
Deposit Account					
NONE					
				0.00	
Transfers					
Date	Ref	Name	Service/Item	Amount	Account
8 Aug 21	TRF	HSBC	TRANSFER	25000.00	BANK TRANSFERS

b. Balances and Transfers

- The closing Balances for 31st August 2021 are c/a £3619.81 and d/a £44352.71, Imprest a/c £68.

c. Other Financial Matters

- It was noted that HSBC are introducing bank charges of £8/month for the Parish Council account.

7. Planning Matters

a. Planning applications submitted to BMBC

There was one new planning application to consider:

2021/1042 – workshop at Kirkwood Mill – No objections.

b. Other Planning Matters

The following applications are still **under consideration** with BMBC:

2021/0295 – 6 Sheffield Road – New dwelling in the garden

2020/1387 - Land at Roughbitchworth Lane - 7 dwellings

2021/0949 – Land off Bower Hill (Marshalls) – Retrospective application for agricultural building

OXSPRING PARISH COUNCIL

The following applications have been **approved** by BMBC:

None

The following applications have been **refused** by BMBC:

2021/0519 – 4 Sycamore View – front porch & parking space

2021/0671 – 13 Mayfield – base for storage shed

The following application has had an **appeal** lodged with the inspectorate:

2020/1269 – Land off Millstones – no further update

8. Administration Matters

a. Correspondence

- None.

b. Items to Report

- The Clerk will have her appraisal in September. It was noted to use the Job specification for the targets.
- The Chair reported on a quote for like for like equipment replacement at the play area. She will circulate and draft a speculative letter for future s106 funding, this will be sent to Cllr Wilson.
- It was noted that the fencing at the play area should be inspected.
- The Chair reported that she had gathered a committee together to look at the Diamond Jubilee arrangements. It is hoped to combine it with the Duck Race.
- New “share with Care” signs were noted on the TPT near Conoco. The Clerk will request that more of these are installed at TPT entrances.
- It was noted that the Willows garage site has been sold. Councillor Stanley raised the issue re access to our allotment plot at that end. This will be checked if a planning application is sought.
- It was agreed to inspect the Roughbitchworth allotments as it has been noted that some plots are not being maintained.
- It was noted that horses have been seen on the Playingfield. Councillors will keep an eye out as horses are not allowed on the field.
- It was noted that trees overhang Underbank Lane and make driving difficult. This will be reported to Hunshelf PC.

9. Other Matters

a. Emergency Items

- None reported.

8. Date and Time of the Next Meeting.

The next meeting will be on Monday 4th October 21 at 7.15pm at Saint Aidans Church.

Signed this day 2021.