

# OXSPRING PARISH COUNCIL

Minutes of a meeting held on Monday 11<sup>th</sup> February 2019

At

7.15 in Saint Aidan's Church

## 1. Attendance

### a. In attendance

Councillor A Walker	(Vice Chair)
Councillor Stanley	(IS)
Councillor G Sedgwick	(GS)
Councillor A Mills	(AM)

Mrs Stephanie Tolson (Clerk), Bill Taylor.

### b. Apologies

Apologies were received and accepted from Councillor E Gratton-Rayson and Councillor I Goldthorpe. (AW,IS)

### 2. Prioritisation of Agenda Items.

None.

### 3. Community Matters.

#### a. Public Participation Adjournment.

- None.

#### 4a. Minutes of the Meetings held on Monday 7th January 2019, and Matters arising from them.

- The Vice Chair **agreed** to sign the minutes as a true record after **agreement** by the Council (IS, GS). The Clerk had circulated action reports from the minutes and provided the latest update in addition. The Vice Chair and other members reported on their actions.
- The Clerk contacted the applicants for the Councillor vacancy and informed them that the vacancy would be filled in May via the election process or co-opting soon after.
- The Clerk contacted Sarah Ford re the stile at Berrywell but has not received a reply yet. Councillor Stanley will speak to the landowner.
- A congratulatory letter was sent to Mr Wade regarding his British Empire Medal.
- A thank you letter was sent re the electricity for the Christmas tree.
- The Clerk contacted Cllr Barnard who is chasing BMBC re the footpath at the side of Roughbirchworth Lane.

### 5. Business Matters.

#### a. Neighbourhood Plan

- The inspector has completed his independent examination of the Neighbourhood Plan and following some minor amendments has recommended the plan move forward to a referendum.
- BMBC have five weeks to formally approve the plan and then a referendum date can be set.

#### b. Titivator Update

- Cllr Sedgwick gave an update.
- Little picking has been done and the equipment has been serviced.

#### c. TWIGS

- Councillor Sedgwick stated that he is happy to be the lead contact for TWIGS jobs and wants to have a working list.

#### d. MUGA

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- BMBC have informed the Council that the s106 funding has been approved for the MUGA.
  - The payment will be required to be made to BMBC within 28 days of building starting.
  - The contractor is aware of the situation.
  - Cllr Stanley will contact OUFC regarding the changing facilities.
- e. Community Orchard**
- There is nothing to report.
- f. Community Allotment**
- A plan for the allotment is required for the website. The Clerk will contact Councillor Gratton-Rayson. Work is hopefully starting soon on clearing the ground and is weather dependent.
- g. Playarea Inspections**
- J Mitchell will be carrying our remedial works at the playarea this month, to include the tripping hazard near the gate and missing wall toppers.
  - It was agreed to go through the playarea risk assessment in detail at the meetings.
  - The quote for replacement arms for the Lapsett Waltz was discussed. Councillor Stanley suggested an alternative method of repairing the cracks rather than replacing the full arms. It was agreed to ask BMBC's inspector for their opinion on the cracks in the Waltz. The Clerk will find out when the next inspection will be by BMBC so that Councillors can meet with the inspector.
  - The Clerk is awaiting a response from the installer regarding the way the zip wire has been installed.

### 6. Financial Matters

#### a. Payments and Receipts

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

#### b. Balances and Transfers

- There was one transfer.
- The closing Balances for 31st January 2019 are c/a £421.17 and d/a £7822.23, Imprest a/c £60.95.

#### Payments

Date	Ref	Name	Service/Item	Gross amount	Account
<b>Current Account</b>					
4 Feb 19	35/101126	LC update	Subscription renewal	75.00	ADMINISTRATION SUBSCRIPTIONS
4 Feb 19	36/102127	YLCA	Playarea inspection training	80.00	ADMINISTRATION TRAINING
4 Feb 19	38/102128	YLCA	planning seminar	230.00	ADMINISTRATION TRAINING
4 Feb 19	39/102129	Amazon	Printer Ink	58.48	ADMINISTRATION OFFICE
4 Feb 19	SO	Yorkshire Water	water allotments	19.96	MAINTENANCE ALLOTMENT:
4 Feb 19	39/102130	Rapid Hire Centres	Equipment servicing	89.52	MAINTENANCE GENERAL
21 Feb 19	SO	S Tolson	Clerk salary	555.32	WAGES, PAYE, NI, PENS., EXPENSES
21 Feb 19	SO	S Tolson	Imprest account	15.00	BANK TRANSFERS

#### **Deposit Account**

none

#### Receipts

Date	Ref	Name	Service/Item	Amount	Account
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#### **Current Account**

none

#### **Deposit Account**

none

#### c. Other Financial Matters

- The finance sub committee reported on their discussions from their meeting and recommended a precept of £20,000 for 2019. This was agreed. The Clerk will inform BMBC.

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- The Clerk circulated reports on this years spend and a budget for the next financial year.
- Recommendations on re-organising the reserves into new earmarked funds were agreed.

### **7. Planning Matters**

#### **a. Planning Applications.**

- There were no planning applications to consider.

### **8. Administrative Matters.**

#### **a. Correspondence**

- A request from the family of Charlotte Hughes was discussed for a plaque on a seat at the playarea. This was agreed.
- A complaint re the large multi – unit at the playarea was discussed. A Walker has explained the Councils stance on the issue. It was agreed that signage for the playarea would be a good idea stating that children should be supervised and also with height restrictions for certain apparatus. This is to be added to the Council project list.
- The contractors for the Gas Governor are starting work this week at the playarea. Councillors will keep an eye on the works from a safety perspective for the playarea. The contractor has agreed to re-install the fencing around the governor so that there aren't any big gaps.
- A request from Penistone Church Football to use the field on Thursday evenings was agreed for a small donation.

#### **b. Items to Report**

- The chippings at Clays Green were discussed. It was agreed to get J Mitchell to level them out.
- It was agreed to arrange spiking for the playingfield.
- Councillor Mills offered to continue to look after the planter near the playingfield entrance when she has left the Council.
- It was noted that some work to repair the side of the road at Roughbitchworth Lane has taken place today by BMBC highways.
- It was reported that the wreath outside St Aidans needs to be removed. It was agreed to find a way to fix it to the wall for next November.
- Councillor Sedgwick had some photos of the crumbling dry stone wall at the Roughbitchworth allotments, as it has been reported by an allotment tenant. Councillors Sedgwick and Stanley will have a look at it.
- Councillor Walker has started an annual Parish Council calendar. She will email it to all Councillors for them to review and suggest additions.
- Councillor Stanley stated that he would like to get more history of the village by asking older residents to come and talk to us or provide photos.

### **9. Other Matters**

#### **a. Emergency Items**

- None reported.

#### **b. Matters for future discussion.**

Neighbourhood Plan, Titivators update, TWIGS, Community Orchard, Community Allotment, MUGA, playarea inspections.

### **7. Date and Time of the Next Meeting.**

**The next meeting will be at 7.15pm on Monday 11th March 2019 at Saint Aidan's Church.**

**Signed this day \_\_\_\_\_ 2019.**