

OXSPRING PARISH COUNCIL

Minutes of a meeting of Oxspring Parish Council held on the 6 October 2025, at 7.15pm in St Aidans Church Hall.

Present: Cllr Ann Walker (Chair)
Cllr Lisa Chambers
Cllr Emily Gratton-Rayson
Cllr Alan Harley
Cllr Graham Sedgwick
Cllr Ian Stanley
The Parish Clerk
Jenny Sparrow – OUFC
3 Residents in attendance.

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

Discussions with J Sparrow from OUFC were discussed under agenda item 8.1.

Resident K Ellis discussed issues with the farmers tractor going up the track at the side of the Willows estate across the TPT to the farm. It was reported that they moved the bin and damaged the wall. It was reported to BMBC who have since investigated. The farmer has reinstated the wall and moved the bin back. The incident occurred due to a road closure on Roughbirchworth Lane.

Residents J & K Taylor discussed planning application 2025/0775 for 4 houses on Bower Hill. They confirmed that they had not been consulted by planning. The Parish Council informed them of a number of objection criteria and advised them to respond to the planning application.

2.1 To receive apologies for absence

Apologies were received from Cllr Ian Yems.

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

The reasons for the apologies were approved.

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 the meeting held on 1 September 2025, as a true and correct record

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 1 September 2025 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 The Christmas tree was ordered from Windmill Nursery for delivery on the 29th November.
- 5.2 The felled tree on the TPT land was reported to the BMBC tree inspector. The Clerk will chase for a response.
- 5.3 Cllrs email storage has been increased to as much as it can. To increase further has cost and website implications. It was RESOLVED to keep the current situation, and Councillors are reminded to tidy their inboxes as necessary.
- 5.4 The Portaloo has been installed on the playingfield car park. It was noted that the first agreed location meant the gate access would be difficult, therefore it has been put in the original suggested location. J Sparrow thanked the Council for allowing this.
- 5.5 The trees overhanging Roughbirchworth Lane from the TPT were reported to BMBC. Cllr Gratton-Rayson reported that she will be able to trim some of the overhang.
- 5.6 Garden Style have confirmed that they had agreed to cut the whole field including outside the footpath.
- 5.7 The fencing on the new houses on Lower Roughbirchworth Lane was reported to planning enforcement. They confirmed that they will investigate. The Clerk will contact BMBC for an update.
- 5.8 School warning flashing signs – BMBC traffic have confirmed there is a problem with the batteries and are replacing them. They have agreed to move one to another lamppost due to trees shading the solar panel.
- 5.9 St Aidans have confirmed that they are purchasing a TV for the meeting room, this will be done in the black Friday sale. They are funding it themselves.
- 5.10 Ridgwick Tree Services are doing the Rookery tree mid-October.

6. **To consider and decide upon the following planning applications**

- 6.1 2025/0775 - Development of 4 residential dwellings, landscaping and associated infrastructure - Land east of Bank View, Bower Hill Road, Oxspring.

It was RESOLVED to contact planning to request an extension until after the November meeting and inform BMBC of the missing consultees. The Council will also ask if BMBC have plans showing the culvert/watercourse through this site.

7. **Planning Decisions and information**

- 7.1 None

8. **Matters requested by councillors**

8.1 **To discuss plans for a building on the field with OUFC**

Chair of OUFC, Jenny Sparrow spoke to the Council about several issues:

- Seeding of the grass. The Council agreed to having the field seeded with a donation from OUFC towards the cost.
- OUFC have received a pitch assessment report from Pitch Power which scores each pitch and sets out a plan to improve the quality of each pitch, via funding from the Football Foundation. It would be a project over six years with full funding in the first two years and contributions from the club for the remaining years. To be able to proceed with this project, an agreement is needed for the use of the land between OUFC and OPC. A template agreement has been provided by Pitch Power. It was RESOLVED to review the agreement with a view to making a decision at the next meeting.

- Re a building on the field, Jenny confirmed that they had received a positive response from BMBC for the outline planning for a changing room building. However for this project OUFC would have to fully fund themselves.
- OUFC are now aware of FF funding which will fund a “Huddle” unit. This is a more temporary smaller building which will allow for a kitchen, toilets & storage. The FF will fund 75% of such a unit up to £50k. The units have a 25-year lifespan. OUFC are now considering going down this route. The Chair suggested that OUFC speak to BMBC planning to find out what the planning permission requirements are.

8.2 **Community Allotment & Orchard**

None

8.3 **Titivator Report**

- Cllr Sedgwick reported that they had had two sessions working at Saint Aidans.
- It was reported that kids had built a ramp on the village green. Cllr Gratton-Rayson has spoken to the parents and suggested they use the anthills.
- The hole in the wall at the village green has been knocked down to make the wall safe.
- Work is ongoing near the substation on the Playarea. A number of trees and shrubs have been cut back. The resident’s fence on the boundary needs repairing before work can be completed. Jack Ridgwick Tree Services are going to cut the big trees; the resident has agreed to share the cost.
- The brush cutter is in for a service.
- The Clerk will contact the resident next to the Christmas tree site to request electricity for the tree lights.

8.4 **Playarea Inspections**

A timber cross beam on the junior multi play ramp will require replacement in the near future.

8.5 **To discuss any allotment issues**

One plot at West Crescent is in a poor state. The tenant has not responded to emails. Cllr Stanley requested the tenant’s address.

8.6 **To discuss doing a Tree Survey**

It was RESOLVED to do a tree survey of all trees on Parish Council land. Cllr Gratton-Rayson will do this. She will contact Jack Ridgwick to see if he can survey with her but will see if there would be a cost involved for this.

8.7 **To discuss Japanese knotweed and training for Cllr Gratton-Rayson**

Cllr Gratton-Rayson is booked on a training course with One Ash Training to learn how to treat Japanese Knotweed. The Trunce via Steve Dickinson have donated funds to purchase a Stem Injector. It was agreed that Cllr Gratton-Rayson can purchase waders and a life jacket for working in the river Don. She will treat any infestation on Parish Council land and around Willow Bridge, and also in the gardens of residents that request help.

8.8 **To discuss a Village Tidy Day**

It was agreed to arrange a Village Tidy Up Day for the Spring of next year and to do it in conjunction with Adam from Greenotes CIC.

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 30/09/25.

10.3 RESOLVED to accept the Receipts and Payment report to 30/09/25.

10.4 RESOLVED to accept the budget versus actual report to 30/09/25.

10.5 RESOLVED to approve payment to:

| Payments | | | | |
|------------------------|------------|--------------------------|--|---------------------|
| Date | Ref | Name | Description | Gross amount |
| Current Account | | | | |
| 25/09/2025 | | 40 Martyn Huges Builder | repair pinfold gate | 379.00 |
| 06/10/25 | | 41 Tesco | Chocolates for Willows watering | 8.00 |
| 04/10/25 | | DD OVO | Electric field | 18.00 |
| 06/10/2025 | | 42 Garden Style | Ground Maintenance Field | 300.00 |
| 06/10/2025 | | 43 Barker Gardening | Ground Maintenance Playarea | 1100.00 |
| 06/10/2025 | | 44 Amazon | LED Christmas tree lights | 35.98 |
| 06/10/2025 | | 45 S Tolson | Sept expenses clerk | 8.32 |
| 06/10/2025 | | 46 One Ash Training | Pesticide training EGR | 180.00 |
| 06/10/2025 | | 47 ProGreen Weed Control | Stem injector JK | 344.52 |
| 06/10/2025 | | 48 A Walker | Various repairs | 28.64 |
| | | | | 2402.46 |
| Deposit Account | | | | |
| 10/09/2025 | trf | HSBC | Money market reinvestment | 19000.00 |
| | | | | 19000.00 |
| Receipts | | | | |
| Date | Ref | Name | Description | Amount |
| Current Account | | | | |
| 10/09/2025 | cr | HSBC | Money market interest | 207.57 |
| 11/09/2025 | cr | OUGC | Pitch maintenance contribution | 210.00 |
| 04/10/2025 | cr | Steve Dickinson | donation from S Dickinson for jkw injector | 279.15 |
| 03/10/2025 | cr | OUGC | Pitch maintenance contribution | 210.00 |
| | | | | 906.72 |
| Deposit Account | | | | |
| 10/09/2025 | trf | HSBC | Money market maturity | 27000.00 |
| 04/09/2025 | cr | HSBC | bank interest | 37.49 |
| | | | | 27037.49 |
| Transfers | | | | |
| Date | Ref | Name | Description | Amount |
| 7 Oct 25 | trf | HSBC | bank transfer | 3000 |

10.6 *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 September.

10.7 *To receive a report on Earmarked Funds*

Relevant documents had been circulated to councillors prior to the meeting. The report was noted.

11. **Correspondence received**

- 11.1 A letter received from Filip Rudnicki requesting to use the playingfield for football training sessions. It was noted that the sessions are already taking place. The details of the request were discussed, and it was queried whether this is being run as a business, and if it was in competition with OUFC. It was RESOLVED to contact OUFC for their thoughts and to request that Mr Rudnicki attends the November meeting to discuss.
- 11.2 Request from the Ambles Revenge to use the playingfield for parking on the 28th December. This was discussed and in light of the Pitch Improvement Plan and recent seeding it was decided that parking cannot take place on the football pitches. Since the meeting a discussion has taken place with representatives of OUFC, and it is agreed that parking can take place around the edge of the field if the event can be marshalled to ensure that no parking is done on the pitches.

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

- 12.1 Cllr Harley reported that he would look at the bench repair at Castle Dam with Cllr Stanley.
- 12.2 It was noted that the decking posts at Little London have been reported to Planning Enforcement. It appears that the decking is to be built over the banking which is past the site boundary and belongs to the Trans Pennine Trail.
- 12.3 It was RESOLVED to contact BMBC regarding the small piece of land next to the footbridge on Roughbirchworth Lane which will not be incorporated into a front garden due to the lamppost. This land needs to be adopted by BMBC highways.
- 12.4 Cllr Chambers reported that BMBC cut the grass at the Anthills in September.
- 12.5 Cllr Chambers reported that she has planted in the planter opposite St Aidans. This planter is shown as missing on the planter map. (planter 12)
- 12.6 Cllr Chambers reported that the fencing along Sheffield Road has now been repaired by Bmbc.
- 12.7 Cllr Gratton-Rayson suggested applying to the Ward Alliance to purchase a number of tools for the Titivators instead of volunteers using their own equipment for certain tasks. This was agreed.

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.

14. **Employment matters**

- 14.1 None.

15. **Date of the next meeting**

It was noted that in accordance with the agreed schedule, the next meeting of the Parish Council would be held on the 3rd November 2025.

There being no other business, the Chair thanked all for attending and the meeting closed at 9.50pm.

Signed:

Clerk:

Date:

Chair:

Date: