

**Oxspring Parish Council**  
**Clerk: Mrs S Tolson**  
**43 Nether Royd View, Silkstone Common, S75 4QQ**  
**Tel: 01226 792657. E-mail: clerk@oxspring-parish.com**

Dear Councillor

2<sup>nd</sup> June 2025

You are summoned to attend the next meeting of Oxspring Parish Council, to be held on **MONDAY 9 JUNE 2025** at 7.15pm in St Aidans Church Hall.



(CLERK)

*There will be a public session within the meeting and this will commence at 7.15pm.  
(Members of the public will adhere to the rules set by the council for this session)*

**A G E N D A**

1. Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting
2.
  - 2.1 To receive apologies for absence and record these in the minutes
  - 2.2 To consider the approval of reasons for absence given by councillors
- 3a.
  - 3a.1 To receive, consider and decide upon any applications for dispensation
  - 3a.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
4. To confirm the minutes of meeting held on 19 May 2025, as a true and correct record
5. To receive information on the following ongoing issues and decide further action where necessary:
  - 5.1 Cllr Harley to confirm if his email up and running.
  - 5.2 Parking on Lower Roughbirchworth Lane was reported to BMBC, action can only be taken on roads/pavements where parking restrictions (eg. Yellow lines) are in place. Vehicles causing obstructions can be reported to the police 101 number.
  - 5.3 Hanging baskets have been installed.
  - 5.4 The Clerk reported the missing yellow lines to BMBC.
  - 5.5 OUFC confirmed that the container would be removed once the building is in place and that the goal posts would be stored within the building compound.
  - 5.6 BMBC confirmed that they would cut the grass prior to the Duck race and the Picnic in the Park.
  - 5.7 Parts for platform on the multi play unit at the park were ordered.
  - 5.8 An order was placed with Ridgwick tree services re the tree works near the TPT bridge.
  - 5.9 The Clerk reported the 20mph school warning sign to BMBC.
  - 5.10 Permission was obtained from the Willows resident to use their water tap again this year.
6. **Planning Matters** - to consider and decide upon the following planning applications:
  - 6.1 None.
7. To receive and note the following planning decision/information:
  - 7.1 2025/0038 – 6 Mount Pleasant: Erection of a single storey and first floor rear extension to dwelling – under consideration.
  - 7.2 2025/0266 - 23 Longley Ings, Oxspring - Erection of a single storey side and single storey rear extension – under consideration.
  - 7.3 2025/0284 – Development of six residential dwellings with landscaping and associated infrastructure - Land West of Millstones – under consideration.
8. **Matters requested by councillors:**
  - 8.1 To discuss trees at playing field & Roughbirchworth allotment.
  - 8.2 To discuss Roughbirchworth dig investigation.

- 8.3 To receive a report on the Community Allotment & Orchard.
- 8.4 To receive a report from the Titivators.
- 8.5 To consider the latest play area inspection report.
- 8.6 To discuss any allotment issues.
- 8.7 To discuss bench at Anthills and bench at Castle Dam.
- 8.8 To approve grant policy and application form.

- 9. To receive and consider for decision any recommendations from the Council's Committees:
  - 9.1 None

10. **Financial matters:**

- 10.1 To receive and note current bank balances as at 31 May 2025
  - HSBC Current Account - £894.95
  - HSBC Savings Account- £34,314.23
  - Money Market Account - £10000.00

- 10.2 To receive and note a bank reconciliation to 31 May 2025 (enclosed at end of agenda)
- 10.3 To receive a Receipts & Payment report to 31 May 2025 (enclosed at end of agenda)
- 10.4 To approve the following accounts for payment (all payments since the last meeting):

<b>Payments</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Gross amount</b>
<b>Current Account</b>				
19/05/25	DD	HSBC	bank charges	8.00
04/06/2025	DD	Ovo Energy	Playingfield electricity	22.00
09/06/2025	12	Internal Audit Services Yorkshire	Internal Audit	300.00
09/06/2025	13	Garden Style	Ground Maintenance Field	300.00
09/06/2025	14	Alison Mills	Planter plants	14.95
09/06/2025	15	S Tolson	Clerk expenses	20.62
				<b>665.57</b>
<b>Deposit Account</b>				
NONE				0.00
				<b>0.00</b>
<b>Receipts</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
<b>Current Account</b>				
None				0.00
				<b>0.00</b>
<b>Deposit Account</b>				
None				0.00
				<b>0.00</b>
<b>Transfers</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
3 Jun 25	trf	HSBC	bank transfer	3000.00

- 10.5 To note the following payments previously authorised:
  - 10.5.1 Clerk's salary (June 25) and HMRC paye.
- 10.6 To receive a report on earmarked funds. (Enclosed at end of agenda)
- 10.7 To receive the Internal Audit report produced by Internal Audit Yorkshire and note any recommendations, and to receive the Annual Internal Audit Report on page 3 of the Annual Governance and Accountability Return 2024/25.
- 10.8 To approve Section 1- Annual Governance Statement for Oxspring Parish Council on page 4 of the Annual Governance and Accountability Return 2024/25.
- 10.9 To approve Section 2 - Accounting Statements for Oxspring Parish Council on page 5 of the Annual Governance and Accountability Return 2024/25.

11. **Correspondence received:**  
To receive information on the following new correspondence and decide further action where necessary:  
11.1 None.
12. **To receive items to report from Councillors**
13. To notify the clerk of matters for inclusion on the agenda of the next meeting
14. **Employment matters:**  
14.1 None.
15. To confirm the date of the next meeting as Monday 7 July 2025.

<b>Bank Reconciliation as at 31/5/2025</b>		
		£
<u>Balance per bank statements</u>		
Current Account		894.95
Deposit Account		34,314.23
Money Market Account		10,000.00
		<b>45,209.18</b>
Less Uncleared cheques:		
M Thackray		
Add: uncleared receipts:		
		-
Adjusted bank balance:		<b>45,209.18</b>
balance per Cashbook		
Variance		<b>45,209.18</b>

<b>Current Earmarked Funds</b>	<b>Bal Apr 25</b>	<b>Yr to Date Receipts</b>	<b>Yr to Date Spend</b>	<b>Transfers</b>	<b>Bal c/f</b>
Play area new equipment	946.71				946.71
Community allotment	161.16				161.16
Titivator Group	1147.74		-37.50		1110.24
Playingfield	5940.00				5940.00
Sports Pavillion	2331.46				2331.46
Roughbirchworth Excavation	220.73				220.73
BMBC grant for gardens maintenance	662.40		-418.73		243.67
<b>Total</b>	<b>11410.20</b>	<b>0.00</b>	<b>-456.23</b>	<b>0.00</b>	<b>10953.97</b>
<b>General Fund</b>	11590.12	25805.00	-3139.91		<b>34255.21</b>
<b>Total Funds</b>	<b>23000.32</b>	<b>25805.00</b>	<b>-3596.14</b>	<b>0.00</b>	<b>45209.18</b>

## Oxspring Parish Council

### Receipts & Payments Account 2025/26 Month ending May 25

	Total Funds £
<b>Receipts:</b>	
Precept	24370.00
Precept LCT Grant	1070.00
Grants	0.00
Allotment Rent	202.00
Hanging Basket Sponsorship	158.00
Donations	0.00
Bank Interest	0.00
Gas Governor Rent	5.00
VAT Recovered	0.00
<b>Total Receipts</b>	<b><u>25805.00</u></b>

<b>Payments:</b>	
Grounds Maintenance	90.00
Maintenance Other	0.00
Playarea maintenance/equip	4.32
Playingfield Maintenance	556.48
Planters/baskets/Xmas Tree	124.20
Playarea Inspections	0.00
Staff Costs	2058.10
Office/ postage/ Stationery	34.04
Subscriptions	471.00
Insurance	0.00
Training	0.00
Audit Fees	0.00
Room Hire	0.00
Allotments	0.00
Equipment/Assets	0.00
Donations	250.00
Project works	0.00
Sundries/bank charges	8.00
<b>Total Payments</b>	<b><u>3596.14</u></b>

<b>SURPLUS/ (DEFICIT)</b>	22208.86
<b>Balance b/f</b>	23000.32
<b>Balance c/f</b>	<b><u>45209.18</u></b>

<b>Represented by:</b>	
Current Account	894.95
Deposit Account	34314.23
Money Market Account	10000.00
<b>Total Monetary Assets</b>	<b><u>45209.18</u></b>