

**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

27<sup>th</sup> October 2024

You are summoned to attend the next meeting of Oxspring Parish Council, to be held on **MONDAY 4 NOVEMBER 2024** 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
- 3b. Barry Tylee from the Roughbirchworth Excavation project will attend the start of the meeting to update the Council on the project.
4. To confirm the minutes of meeting held on 7 October 2024, as a true and correct record
5. To receive information on the following ongoing issues and decide further action where necessary:
  - 5.1 The Clerk chased S Ford re contacting Cllr Stanley at the field to look at drainage and the steps at Roughbirchworth.
  - 5.2 The Clerk contact Mr Rivett about email logins. He has reset Cllr Chambers and Cllr Stanleys passwords.
  - 5.3 The Clerk contacted the new West Crescent allotment tenant. He confirmed he has not been able to work on the plot due to the arrival of a new baby but plans to work on it over the winter.
  - 5.4 The Clerk asked Cllr Burnett to help follow up on the issues with Willow Bridge. He agreed to do so.
  - 5.5 Cllr Harley's declaration of Interests has been submitted to BMBC.
  - 5.6 The plants for the Greennotes CIC work in Gordons Garden & the Playingfield Carpark have been purchased from the grant funding.
  - 5.7 M Walker is repairing the multi play unit with a replacement half round timber that was kept in storage. J Birch has confirmed it is fine to use square timbers if further ones need replacing.
  - 5.8 Cllrs looked at the notice board locks. To report back to the meeting.
  - 5.9 The Clerk thanked Men In Sheds for the bench donation and informed them that the PC would like to make a donation to the group.
  - 5.10 Two new sets of Christmas tree lights have been purchased.
  - 5.11 The Clerk informed the resident at Mayfield that the Parish Council would not be doing any works to the trees behind his house.
  - 5.12 A wreath has been purchased for the Remembrance Sunday service at St Aidans.
  - 5.13 The Chair has ordered the Christmas Tree.
  - 5.14 The resident who lives next door to the Christmas Tree has confirmed that the PC can use her electricity this year. A small donation will be made.
  - 5.15 The Clerk has written to the resident at The Willows to thank them for allowing Cllr Chambers to use her water tap for watering the Willows planters over the summer.
  - 5.16 Cllr Harleys details have been added to the Parish website.

- 5.17 The Clerk has reported the missing sign as the Cross Lane crossroads to BMBC. They have confirmed that they will look into it.
  - 5.18 The Clerk reported the lampposts on Sheffield Road that aren't working. BMBC have confirmed it is an issue with electricity supply to the lamps and that they are dealing with Northern Powergrid about the issue.
  - 5.19 The Clerk reported the Welcome to Oxspring sign that has a missing letter to BMBC.
6. **Planning Matters** - to consider and decide upon the following planning applications:
- 6.1 No new applications.
7. To receive and note the following planning decision/information:
- 7.1 2023/1066 – Land West of Millstones – rural exception site 6 properties – under consideration
  - 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
  - 7.5 2024/0763 – 23 Tollbar Close – single storey extension – under consideration
8. **Matters requested by councillors:**
- 8.1 To discuss Greennotes training at the Storage container.
  - 8.2 To discuss 2025 allotment fees and changes to allotment terms and conditions.
  - 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 playarea inspection report.
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 October 2024
    - HSBC Current Account - £1742.52
    - HSBC Savings Account- £8224.43
    - Money Market Account - £20000.00
  - 10.2 To receive and note a bank reconciliation to 31 October 2024 (enclosed at end of agenda)
  - 10.3 To receive a Receipts & Payment report to 31 October 2024 (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>				
27 Oct 24	52	Horsefields Nursery	plants for gardens	265.17
4 Nov 24	48	Amazon	christmas tree lights	37.98
4 Nov 24	49	Poppy Shop UK	poppy wreath	21.50
4 Nov 24	50	Ridgwick Tree Services	Fell Willow tree	240.00
4 Nov 24	51	Men In Sheds Penistone	Donation for bench	100.00
4 Nov 24	53	Amazon	end caps playarea	10.50
4 Nov 24	54	Penistone Engineering Supplies	nuts & bolts	4.00
4 Nov 24	55	Barry Tylee	printing for RB excavation project	133.20
				812.35
<b>Deposit Account</b>				
NONE				-
				-
<b>Receipts</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
<b>Current Account</b>				
17/10/24	cr	Various	allotment rents	80.00
10/10/24	cr	BMBC	Grant for titivator works	927.57
26 Oct 24	cr	The Trunce	Trunce run proceeds 2024	400.00
				1,407.57
<b>Deposit Account</b>				
NONE				-
<b>Transfers</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
10 Oct 24	trf	HSBC	bank transfer	2,000.00

10.5 To note the following payments previously authorised:

10.5.1 Clerk's salary (October 24) and HMRC paye.

10.6 To receive a report on earmarked funds. (Enclosed at end of agenda)

**11. Correspondence received:**

To receive information on the following new correspondence and decide further action where necessary

11.1 All additional correspondence forwarded to Cllrs.

**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 To note published NJC Clerks Salary Scales for the period April 24 to March 25 (pay to be backdated to April).

15. To confirm the date of the next meeting as Monday 9 December 2024.

<b>Current Earmarked Funds</b>	<b>Bal Apr 24</b>	<b>Yr to Date Spend</b>	<b>Yr to Date Receipts</b>	<b>Bal c/f</b>
Play area new equipment	2841.71	1895.00		946.71
General Maintenance	1727.15	871.38		855.77
Community allotment	566.16	405.00		161.16
Titivator Group	309.65			309.65
Elections	3000.00			3000.00
Playingfield	7060.00	1520.00		5540.00
Sports Pavillion	2331.46			2331.46
Roughbirchworth Excavation	1703.93	1483.20		220.73
Neighbourhood Plan	231.25			231.25
BMBC grant for gardens maintenance	0.00	265.17	927.57	662.40
<b>Total</b>	<b>19771.31</b>	<b>6174.58</b>	<b>0.00</b>	<b>14259.13</b>

<b>Bank Reconciliation as at 31/10/2024</b>		
		<b>£</b>
<u>Balance per bank statements</u>		
Current Account	1,742.52	
Deposit Account	8,224.43	
Imprest Petty Cash	-	
Money Market Account	20,000.00	
	<b>29,966.95</b>	
Less Uncleared cheques:		
M Thackray	-	
Add: uncleared receipts:		
	-	
Adjusted bank balance:	<b>29,966.95</b>	
balance per Cashbook	<b>29,966.95</b>	
Variance	-	

## Oxspring Parish Council

### Receipts & Payments Account 2024/25 Month ending Oct 24

	Total Funds £
<b>Receipts:</b>	
Precept	22930.00
Precept LCT Grant	1070.00
Grants	927.57
Allotment Rent	301.00
Hanging Basket Sponsorship	90.00
Donations	400.00
Bank Interest	604.50
Gas Governor Rent	0.00
VAT Recovered	1993.87
<b>Total Receipts</b>	<b><u>28316.94</u></b>

<b>Payments:</b>	
Grounds Maintenance	3289.61
Maintenance Other	1168.28
Playarea maintenance/equip	2302.93
Playingfield Maintenance	1760.00
Planters/baskets/Xmas Tree	6160.66
Playarea Inspections	476.00
Staff Costs	6566.38
Office/ postage/ Stationery	383.66
Subscriptions	493.00
Insurance	0.00
Training	257.83
Audit Fees	652.00
Room Hire	90.00
Allotments	610.33
Equipment/Assets	0.00
S137 Payments	1000.00
Project works	1350.00
Sundries/bank charges	44.50
<b>Total Payments</b>	<b><u>26605.18</u></b>

<b>SURPLUS/ (DEFICIT)</b>	1711.76
<b>Balance b/f</b>	28255.19

<b>Balance c/f</b>	<b><u>29966.95</u></b>
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<b>Represented by:</b>	
Current Account	1742.52
Deposit Account	8224.43
Imprest Petty Cash Account	0.00
Money Market Account	20000.00
<b>Total Monetary Assets</b>	<b><u>29966.95</u></b>