

OXSPRING PARISH COUNCIL

Minutes of a meeting of Oxspring Parish Council held on the 6 July 2026, at 7.15pm in St Aidans Church Hall.

Present: Cllr Ann Walker (Chair)
Cllr Graham Sedgwick
Cllr Ian Stanley
Cllr Lisa Chambers
Cllr Emily Gratton-Rayson
Cllr Ian Yems
The Parish Clerk
OUFC representative: Jenny Sparrow.

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

None.

2.1 To receive apologies for absence

No apologies were received.

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

None.

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 8 June 2026, as a true and correct record

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 8th June 2026 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 Regarding the cutting of the Anthills, BMBC have now stated that they do not have capacity to add this cutting onto the schedule this year and won't be doing it. Cllr Stanley reported that it had been cut recently.
- 5.2 The builder at the Paddock was informed of the decision regarding tree removals on the boundary.
- 5.3 Inconsistent grass cutting at the front of the Willows was reported to BMBC and has been done properly since.
- 5.4 Loose fence posts on Sheffield Road have been reported to BMBC.

- 5.5 Residents with hedges obstructing the pavement have been written to. Two on Sheffield Road have been cut back.
- 5.6 Three planters have been sponsored by new sponsors this month.
- 5.7 BMBC have confirmed that the area where the Laurels have been planted is highways land and that they have sent an enforcement notice to the resident to remove them. They are checking for compliance. They cannot give a timescale for when they will take further enforcement action which would involve the Council removing them, but an order has been placed. To be followed up with BMBC.
- 5.8 Permission was given to BMBC Sport Active to use the playingfield on the 23rd July. OUFC was consulted and agreed.

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

- 6.1 2025/0930 - Variation of condition 2, in relation to application 2020/1387 "Residential development of 7no. dwellings to allow for amendments to house type D – no comments.

7. **Planning Decisions and information**

- 7.1 2025/0797 - Demolition and re-build of existing house with associated work to boundary walls - Berry Well, Kirkwood Bridge Lane, Spring Vale, Sheffield, S36 6AX- under consideration

8. **Matters requested by councillors**

8.1 **To discuss hanging baskets**

BMBC have started replacing some of the failed lampposts. Brackets and plaques are being transferred to the new ones and will be available next year to apply for using again.

8.2 **Community Allotment & Orchard**

Cllr Gratton-Rayson updated the Council on mulching done.

8.3 **Oxspring Green Champions Report**

Cllr Yems updated the Council on recent works and shared his excel plan. Outstanding items include the laurels at the playarea, the tree near the Waggon & Horses and the apple tree in the Pinfold. Cllr Sedgwick reported that he will trim the trees in the field near the back of Mayfield. It was agreed that Cllrs Sedgwick and Alan Walker would look at the gap in the hedge at the playarea. The group are going to also cut back the hedge alongside the drive at St Aidans with the assistance of Adam.

Other items in progress are that the Pinfold seat is going to be taken to Men In Sheds to have the feet replaced, and Cllr Sedgwick is repairing the memorial bench in Bower Dell. The Chair will create a warning notice to not sit on it at the moment.

It was agreed to tidy the Rose Garden and dead head the roses.

Cllr Gratton-Rayson reported the removal of Himalayan Balsom at Bower Dell and has asked the Balsom Bashers group to finish off the removal.

The Clerk reported that Ingbirchworth Parish Council had not removed the planters at the Willows as they were too heavy to move and the soil was too hard to remove. Cllrs Yems and Sedgwick will have a look at what is possible.

8.4 **Playarea Inspections**

The report hasn't been received yet in July.

8.5 To discuss any allotment issues

An allotment plot at West Crescent has changed hands following no response to the Councils request for one of the tenants to start working on their plot.

Cllr Stanley reported another plot that is overgrown with a trampoline in. The Clerk will investigate.

8.6 Tree works update and tree survey

The work at the boundary of the play area and Wood Cottages has been postponed as Ridgwick Tree Services have not yet received permission for the works to trees with preservation orders on them. Mr Ridgwick is meeting the BMBC tree officer on site this week to discuss.

The tree survey report and quote by Cura Terrae has been accepted and order placed.

8.7 To discuss funding and planning applications with OUFC

J Sparrow from OUFC discussed funding applications and planning permission plans with the Parish Council and reported on her discussions with the BMBC s106 officer, the planning officer and the Football Foundation.

It was agreed to submit the s106 funding application of £40k in joint names as required by the BMBC officer as the location for the Huddle is on the playingfield. The funding would not be made available until after planning permission has been obtained. The funding would be paid to the Parish Council, which would then be transferred to OUFC.

It was agreed that the funding application to the Football Foundation should be made by OUFC and that the funding should go to the club. This application won't be made until planning permission is approved.

It was agreed that the planning application can be made jointly with OUFC as the building is to be built by OUFC on Parish Council land. This is the preference of the BMBC planning officer.

A lease will be sought to lease the footprint of the site to OUFC once planning approval has been obtained.

8.8 To discuss the bench repair at Castle Dam

Cllrs Stanley and Harley reported that the bench is now repaired. The bench still needs painting.

8.9 To discuss Japanese knotweed works by Cllr Gratton-Rayson

Cllr Gratton-Rayson confirmed that she has started injection works on the Japanese Knotweed this year.

8.10 To note jobs submitted to Vital Services

It was noted that the steps at the TPT at Roughbitchworth Lane, and the footpath from the car park to the play area have been submitted to vital services. The TPT steps repair has been approved. The footpath at the playarea has not been approved yet as they are discussing the best type of surface to use.

8.11 Living Christmas Tree

Options for a living tree were discussed. Cllr Gratton-Rayson reported that J Sparrow has agreed to providing a power supply. She reported back on her research into trees with a smaller rootstock but the maximum size tree she could source was 4ft. She noted that a Nordman can be pruned annually and would last 20 years before it was too large. She will obtain some prices and also look at the supplier recommended by Adam as per his message to the Chair. It was resolved that Councillors will meet on the site to agree the most suitable location.

8.12 **Community Day 4th July**

The community day was a great success with lots of work done to Bower Dell, St Aidans, the Pinfold and field carpark area and litter picking around the village. More will be held in the future.

8.13 **To discuss the bus stop on Bower Hill**

There is currently no shelter at the bus stop on Bower Hill ever since the old wooden shelter was removed. It was resolved that the clerk contact SYMCA to enquire about a replacement.

8.14 **To discuss bench removed from the playarea**

The bench at the playingfield in memory of Howard Thorpe has been removed as it was broken. It was resolved to replace with a recycled plastic one. Cllr Sedgwick will get some quotes and aim for a maximum of £500. He has kept the plaque.

8.15 **Annual review of policies**

The following policies were reviewed and approved:

Standing Orders

Financial Regulations

Parish Council Risk Assessment

Review of Financial Internal Controls

An amendment was made to the Risk Assessment.

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 30/06/26.
- 10.3 RESOLVED to accept the actual v budget report to 30/06/26.
- 10.4 RESOLVED to accept the earmarked fund report to 30/06/26.
- 10.5 RESOLVED to approve payment to:

<u>Payments</u>				
Date	Ref	Name	Description	Gross amount
Current Account				
07/07/26	DD	Ovo Energy	Playingfield electricity	18.00
07/07/26	18	KDA & Myers	parts for bench repair	28.50
07/07/26	19	Amazon	High vis vests volunteers	23.40
19/07/26	SO	HMRC	PAYE (Tax & NI) june	297.97
07/07/26	20	Bothams Prestige	Field maintenance June 26	504.00
07/07/26	21	BMBC	Ground Maintenance contract	1,330.94
07/07/26	21	S Tolson	Clerk working fr Home expenses	8.32
				2,211.13
Deposit Account				
None				
				-
<u>Receipts</u>				
Date	Ref	Name	Description	Amount
Current Account				
09/06/2026	cr	HSBC	money market interest	87.87
				87.87
Deposit Account				
None				
				-
<u>Transfers</u>				
Date	Ref	Name	Description	Amount
6 Jun 26	trf	HSBC	Money market maturity	14,000.00
15 Jun 26	trf	HSBC	Money market reinvestment	30,000.00

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 June.

11. **Correspondence received**

- 11.1 The gap in the hedge with a drop behind at the play area was noted in 8.3 above.
- 11.2 A request from a Bower Hill allotment tenant regarding having the gate re-instated was discussed. This was decided against due to it not being a deterrent to trespassers and it was never closed previously, and it is not safe for vehicles to stop on the road to open the gate.

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

- 12.1 It was reported that the Stile at the bottom of Sheep Hill needs repairing. Ther Clerk will report to BMBC as this is on a public footpath.
- 12.2 The clerk reported that the Chair intends to step down as Chair at the next annual meeting. Cllrs were asked to think about putting themselves forward for nomination next year.
- 12.3 It was noted that there has been no news on the Little London site. It was resolved that the clerk ask for an update from the planning enforcement team.
- 12.4 Cllr Chambers reported Lime trees on Sheffield Road and on the corner of The Willows that need cutting back. The Clerk will report to highways.
- 12.5 Cllr Stanley agreed to water the baskets at the Willows when Cllr Chambers is on holiday.
- 12.6 It was reported that the paving in the squares at The Willows are full of weeds. It was resolved that the Clerk report the matter to Berneslai Homes.

- 13. Items for the next ordinary meeting of the Council**

14. Employment matters

15. **Date of the next meeting**

There being no other business, the Chair thanked all for attending and the meeting closed at 9.45pm.

Signed:

Chair: _____ Date: _____