

# OXSPRING PARISH COUNCIL

Minutes of a meeting of Oxspring Parish Council held on the 7 April 2025, at 7.15pm in St Aidans Church Hall.

**Present:** Cllr Ann Walker (Chair)  
Cllr Lisa Chambers  
Cllr Ian Stanley  
Cllr Ian Yems  
Cllr Emily Gratton-Rayson  
The Parish Clerk

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**

Apologies were received and accepted from Cllr Alan Harley and Cllr Graham Sedgwick.

### **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**

The Chair declared an interest in 8.2 as she is a member of Oxspring Friends.

### **4. To confirm the minutes of the meeting held on 3 March 2025, as a true and correct record**

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 3 March 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 In Cllr Harleys absence it was not possible to check whether his email is now working on his phone. To carry forward to the next meeting.
- 5.2 File sharing was discussed. The Chair will forward digital files which the Clerk will share via the Parish Council cloud storage.
- 5.3 It was noted that the first cut has been done by the new ground maintenance contractor for the field. This was a full cut, which will be done 8 times through the year. The pitches will also be cut a further 10 times in addition which are being paid for by OUFC.
- 5.4 The restoration works have recently taken place on Willow Bridge, arranged by BMBC, and are nearly complete.
- 5.5 SID statistics for February 2025 v February 2024 were discussed. It was agreed to put the pie charts onto social media.

- 5.6 Hanging Basket sponsorship was advertised but no new sponsors have signed up. It was agreed to not put baskets on the posts where sponsors have cancelled. The sponsor signs will be removed.
- 5.7 Allotment invoices have been issued, a handful still need to pay.

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

- 6.1 2025/0038 – 6 Mount Pleasant: single storey and first floor rear extension to dwelling – no comments.

7. **Planning Decisions and information**

- 7.1 None

8. **Matters requested by councillors**

8.1 **To discuss a contribution towards OUFC field cutting costs**

The grass cutting with the new supplier has started on the field and the contract for the field cutting by BMBC has been cancelled. The Council discussed whether to use the cost saving for a contribution to OUFC as they are paying for the pitch cutting, and the Parish Council are having the rest of the field cut.

RESOLVED to not make a contribution to OUFC, with the potential of using the cost saving towards future legal costs associated with the building plans.

8.2 **To discuss donations to Oxspring Friends and the Travellers Luncheon Club raffle**

The mechanism to make small grants/donations was discussed and a number of template policies was looked at.

It was RESOLVED to create a simple grant making policy, the terms were discussed and agreed. Grants will be able to be applied for by local charitable groups via an application form once per year. The scheme will be advertised later in the year with a view to making the grants in the Spring. The total budget will be £1000 for 2026.

It was RESOLVED to make a donation for general activities to Oxspring Friends of £250. It was RESOLVED not to make a donation to the Travellers club as it is a private business.

8.3 **Community Allotment & Orchard**

Nothing to report.

8.4 **Titivator Report**

It was reported that the Titivators have started tidying up the playingfield gardens and will make plans for the plants that were stored over the winter. The remaining balance of the grant will be used to purchase mulch. Cllr Gratton-Rayson will assist with the planting. Litter picking has also taken place by various titivator members.

8.5 **Playarea Inspections**

During the recent inspection it was noted that some rotten timber in the fence and the toddler multi-unit will need to be replaced, and the chains on the swings will need to be replaced. A quote for the works has been received. It was agreed that the quote was expensive.

It was RESOLVED to get another quote and also a quote for just the materials.

8.6 **To discuss Hanging Basket renewals and prices**

The costs of the hanging baskets were discussed and it was noted that the Parish Council subsidise the prices by 25% on renewals and 30% on new baskets/brackets.

It was RESOLVED that when renewals are sent out next year to inform the Sponsor of the whole cost but ask for a minimum donation of 75%, so that it is clear that the baskets are being subsidised and to give the option for sponsors to pay the full cost.

8.7 **To discuss any allotment issues**

None.

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 31/3/25.

10.3 RESOLVED to accept the Receipts and Payment report and budget variance report to 31/3/25.

10.4 RESOLVED to approve payment to:

<b>Payments</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Gross amount</b>
<b>Current Account</b>				
01/04/2025	DD	Ovo energy	playingfield electricity	22.00
07/04/2025	1	S Tolson	Clerks expenses	8.32
07/04/2025	2	YLCA	Annual subscription	471.00
07/04/2025	3	Timson	Key cutting field gate	10.00
07/04/2025	4	Melvyn Carr	fence repair parts playarea	4.32
07/04/2025	5	Oxspring Friends	donation	250.00
07/04/2025	6	KDA	manure for rosebed	45.00
				<b>810.64</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>				
10/03/2025	CR	HMRC	VAT refund	874.40
31/03/2025	CR	various	Allotment Rent	1034.00
31/03/2025	CR	various	hanging basket sponsorship Mar	319.00
				<b>2227.40</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>
4 Mar 24	trf	HSBC	bank transfer	1000.00

10.5 *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 March and that the salary will go up by one increment on the salary scale from the 1<sup>st</sup> April.

10.6 The earmarked fund report was reviewed.

11. **Correspondence received**

11.1 Oxspring Primary School PTA would like to ask the permission of the Parish Council to hold their Summer fair and Duck Race at Bower Dell on Friday 6th June 2025. This was agreed.

11.2 BMBC have requested that Oxspring PC adopt their updated code of conduct so that they are able to follow the same procedures for all code of conduct complaints. Councillors have been invited to a meeting at BMBC (in person or remote) to find out more. It was agreed to adopt the code after Councillors have attended the meeting.

11.3 Report of damaged bench at Castle Dam. Cllr Chambers will check the bench.

11.4 Quote from Tim Rivett for £200 to update website for accessibility requirements. A review of the website was carried out in February. This was agreed.

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

12.1 The Chair reported that she had found a dry-stone Waller to make the repairs to the Sheffield Road wall that was damaged by a vehicle. The Waller will arrange the works and payment with the company on the vehicle involved. The Clerk will inform the land owner, Thornley Taylor Estates, of the repair plans.

12.2 It was reported that the repeat parking on the double yellow lines on Sheffield Road is causing problems, with a near fatal accident taking place recently. It has been confirmed that the lines are on the list to be repainted by BMBC.

It was RESOLVED to write a letter to the row of houses on Sheffield Road where the double yellow lines are and to copy in the South Yorkshire Police & Crime Commissioner.

12.3 Cllr Gratton-Rayson reported several estate agent boards on Bower Hill that have not been removed when finished with. The Clerk will request that they are moved.

12.4 Cllr Chambers reported that she is regularly checking the bikes at the Anthills and monitoring the litter. It was RESOLVED to add the flailing of the Anthills to the BMBC ground maintenance contract for 3 times a year.

12.5 The Chair reported some self-seeding trees on the TPT that she had previously requested to be done by Vital Facilities. As the work hadn't been done it was agreed to get a quote from Jack Ridgwick.

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.

