

OXSPRING PARISH COUNCIL

Minutes of a meeting of Oxspring Parish Council held on the 8 July 2024, at 7.15pm in St Aidans Church Hall.

Present: Cllr Ann Walker (Chair)
Cllr Graham Sedgwick (Vice Chair)
Cllr Ian Stanley
Cllr Emily Gratton-Rayson
Cllr Lisa Chambers
Cllr Ian Yems
The Parish Clerk and 1 resident of Oxspring

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

The Chair introduced the resident and explained that they were interested in joining the Parish Council. The resident agreed to observe the meeting.

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.

Cllrs submitted the new Declaration of Interest forms for 2024 to the meeting.

RESOLVED that the Clerk submit these to BMBC.

4. To confirm the minutes of meeting held on 10 June 2024, as a true and correct record

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 10 June 2024 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 Co-Option

Ian Yems confirmed that he would like to join the Parish Council.

RESOLVED to co-opt Ian Yems. He signed the Declaration of Office.

5.2 **Grass cutting at the playingfield**

The Clerk confirmed that BMBC have cut the outside of the field footpath twice so far this year. Cllrs conveyed that the grass cutting at the field has not been done well. Cllr Chambers reported that OUFC are interested in cutting the field for the Parish Council.

RESOLVED to ask OUFC to provide a quote for grass cutting of the whole playingfield.

5.3 **Allotments**

The Clerk wrote to two tenants regarding their allotment plots not being maintained. One at West Crescent wishes to keep the plot. One at Roughbirchworth has given notice on the plot. It was discussed whether to split the plot into two and whether to offer it to tenants of the plots prone to flooding.

RESOLVED that Cllr Chambers will view the plot and decide whether to swap.

Cllr Stanley reported that he spoke to two tenants at West Crescent. One wishes to keep the plot; the other has given notice but requires the boundary between his garden and the plot to be marked.

RESOLVED that the Titivators will mark the boundary with a post & wire or mesh fence. The Clerk will let Cllr Sedgwick know which plot it is.

5.4 **TPT banking**

Cllr Stanley reported that his meeting with S Ford of BMBC did not happen.

RESOLVED that he contact her again.

5.5 **Spring Bulbs**

The spring bulbs were not planted at the Picnic in the Park event, therefore Cllr Gratton-Rayson will arrange a separate planting day.

5.6 **Bus Stop Roughbirchworth Lane**

The Clerk contacted the SYMCA about bus stop locations. They have confirmed that they will visit the area and assess the street and discuss in conjunction with BMBC highways.

5.7 **Accounts**

The accounts for 23/24 have been submitted to the External Auditor. Recommendations of the Internal Auditor are being progressed.

5.8 **Email addresses**

It has been confirmed by Mr Rivett that he can set up Cllr email addresses belonging to the Parish Council domain. The format of the address was discussed.

RESOLVED that the Clerk provide Mr Rivett with the required addresses.

5.9 **Rat problem Willow Bridge**

It was noted that the woodstore with the rat problem has been removed.

5.10 **Zip Wire Chain and Seat**

It was noted that BMBC have replaced the zip wire chain and seat free of charge following recent vandalism to it.

RESOLVED to thank J Birch, head of Park Services.

5.11 **Fly Tipping at Castle Dam**

Recent fly tipping at Castle Dam car park was reported to BMBC and was removed.

5.12 ***Fence Sheffield Road***

It was noted that the recently reported broken fencing on Sheffield Road opposite St Aidans has been repaired by BMBC.

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

None.

7. **Planning Decisions and information**

7.1 2023/1066 – Land West of Millstones – rural exception site 6 properties – under consideration.

7.2 2024/0058 – 2 Mayfield Court – rear extension to single storey dwelling – under consideration.

7.3 2024/0309 – 10 West Crescent – 2 storey side extension – under consideration.

8. **Matters requested by councillors**

8.1 ***Village Green hole in the wall***

It was reported that there is a hole in the wall at the Village Green with just the toppers remaining.

RESOLVED that the Titivators will make the hole safe by removing the toppers.

RESOLVED that the Clerk enquire about the Rookery wall repair.

8.2 ***Tree Preservation Orders***

Cllr Chambers enquired about how TPO's are put on trees as she is concerned about some trees on Roughbirchworth Lane.

RESOLVED that the Clerk will find out if it is possible to request that a tree has a TPO and what the procedure is.

8.3 ***Community Allotment & Orchard***

Cllr Gratton-Rayson reported that she has had top soil and mulch delivered to the Community allotment site, however more topsoil is needed.

RESOLVED to order 1 tonne of topsoil.

8.4 ***Titivator Report***

Cllr Sedgwick reported on the work that Mr Shirliffe has been doing on the playingfield and the clearing of the footpath.

The Chair reported that Vital Services had not done any of the requested jobs yet. She will obtain an update from the Penistone team.

It was reported that the steps to the TPT at Roughbirchworth Lane have deteriorated further.

RESOLVED that the Clerk report this issue again to S Ford and copy in her manager.

8.5 ***Playarea Inspections***

The playarea inspection report for June reported that all items were safe to use.

RESOLVED that Cllr Stanley will get the part modified to enable the temporary fix to the talk tubes.

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 30/6/24.

10.3 RESOLVED to accept the Budget v Actual report to 30/6/24.

10.4 RESOLVED to approve payment to:

<u>Payments</u>				
Date	Ref	Name	Description	Gross amount
Current Account				
28/06/24	DR	HSBC	Bank charges	12.50
2 Jul 24	22	Bulk Waste Management Ltd	Top soil community allotment	150.00
8 Jul 24	23	Windmill Nursery	20 planters for Willows	380.00
8 Jul 24	24	Cumbrian Wildflowers	woodland bulbs	60.94
12 Jul 24	25	First Impressions	Summer hanging baskets	4723.80
8 Jul 24	26	S Tolson	Clerks expenses	8.32
8 Jul 24	27	BMBC	Contract ground maintenance	2003.36
8 Jul 14	28	Barker Gardening	Grass cutting playarea	367.50
8 Jul 24	29	Bulk Waste Management Ltd	Top soil community allotment	89.00
7 Jul 24	DD	Ovo Energy	Playingfield electricity	18.00
				7813.42
Deposit Account				
NONE				
				0.00
<u>Receipts</u>				
Date	Ref	Name	Description	Amount
Current Account				
NONE				
				0.00
Deposit Account				
NONE				
				0.00

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 June.

10.6 RESOLVED to accept the earmarked funds report.

- 10.7 RESOLVED to approve the updated Standing Orders..
- 10.8 RESOLVED to approve the Expenses policy.
- 10.9 RESOLVED to approve the Effectiveness of Internal Controls review.
- 10.10 RESOLVED to approve the annual Parish Council Risk Assessment.
- 10.11 RESOLVED to approve the list of payments made by direct debit and standing order.
- 10.12 RESOLVED to approve the list of continuing financial contracts and obligations.

11. **Correspondence received**

- 11.1 The RAMP UP session at Oxspring will take place on the 6th August 10.30am to 12.30pm at the MUGA site.

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

- 12.1 The Chair reported trees hanging into the road at the junction of Roughbirchworth Lane and Long Lane.
RESOLVED that the Clerk report to BMBC.
- 12.2 Cllr Gratton-Rayson reported that she had met Mr Booth regarding planting a memorial tree for Mr Wainwright on the Village Green and a location had been chosen. The tree will be planted in the winter and Mr Booth will be in touch nearer the time.
- 12.3 The Chair reported that the Oxspring Friends Picnic in the Park had been successful the previous weekend, and that Oxspring Friends were holding a Munch & Mingle at St Aidans on Saturday 10am to 12pm.
- 12.4 Cllr Chambers reported that there was Japanese Knotweed next to Willow Bridge at the edge of the water.
RESOLVED to report to the landowner and BMBC.
- 12.5 Cllr Chambers reported trees on Sheffield Road that were obscuring the 20mph warning sign near the school. She also reported that the sign at the Thurgoland side was not working anymore.
RESOLVED that the Clerk report both issues to BMBC.
- 12.6 It was reported that the OUFC would be carrying out drainage work on the playingfield on either the 13th or 20th July.
RESOLVED that Cllr Stanley borrow the metal detector as agreed at the previous meeting to further investigate the drains.
- 12.7 The Chair reported that she had reported the fencing at the Little London building site to BMBC Planning Control. It was noted that the builders had vacated the site.
- 12.8 Cllr Chambers reported that residents have reported that the trees in the verges at West Crescent need to be cut back.
RESOLVED that the Clerk report to BMBC.
- 12.9 Cllr Chambers reported that she has been watering the baskets at the Willows and gave instructions to the Chair to cover the watering when she is away.

