

OXSPRING PARISH COUNCIL

Minutes of a meeting of Oxspring Parish Council held on the 4 November 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 Alan Harley
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

B Tylee of the Roughbitchworth Excavation Group attended the meeting to report to the Parish Council on the Ground Penetrating Radar report that the group had commissioned. The survey had been able to see much deeper and more findings were made. The group hope to obtain further grant funding to undertake another archaeological dig in the summer of 2025 with three test pits. The Parish Council agreed that funding could go through the Parish Council again.

2.1 To receive apologies for absence

Apologies were received and accepted from Cllr I Yems.

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

The reason for absence was 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

Cllrs Chambers and Stanley declared an interest in item 8.2 – discussion on allotment fees.

4. To confirm the minutes of the meeting held on 7 October 2024, as a true and correct record

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 7 October 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 Drainage at field

The Clerk and Cllr Stanley chased S Ford re contacting Cllr Stanley at the field to look at drainage and the steps at Roughbitchworth.

RESOLVED that Cllr Stanley is contacting A Davenport (manager) re the issue.

5.2 Councillor Emails

The Clerk contacted Mr Rivett about email logins. He has reset Cllr Chambers and Cllr Stanleys passwords. Cllr Stanley reported that the reset didn't work and that he will contact Mr Rivett again, along with Cllr Harley.

5.3 West Crescent Allotment

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.

It was RESOLVED to check the plot again in the Spring.

5.4 Willow Bridge

The Clerk asked Cllr Burnett to help follow up on the issues with Willow Bridge. He agreed to do so. The Clerk will follow up on this and will forward photos to Cllr Gratton-Rayson who will speak to the assets department in BMBC.

5.5 Declaration of Interests

Cllr Harley's declaration of Interests has been submitted to BMBC.

5.6 Playarea repair

Mr Walker has repaired 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.

5.7 Greennotes CIC

The plants for the Greennotes CIC work in Gordons Garden & the Playingfield Carpark have been purchased from the grant funding. They are being temporarily stored at Bower Hill Community Allotment. Cllr Gratton-Rayson will speak to Adam re their planting.

5.8 Notice Boards

The Chair is going to try and get keys cut or new locks for the notice boards. The Clerk will update the list of Councillor details for the notice boards, which the Chair will laminate.

5.9 Men in Sheds

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. See payments 10.1.

5.10 Village Christmas Tree

The village Christmas tree has been ordered for the 23rd November, and the resident who lives next door has confirmed that the Parish Council can use her electricity. Two new sets of Christmas tree lights have been purchased. See payments 10.1. The tree will be lit on the 7th December.

It was RESOLVED to make a £30 donation for the electricity.

5.11 Playingfield Trees

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 Remembrance Sunday

A wreath has been purchased for the Remembrance Sunday service at St Aidans.

5.13 **The Willows baskets**

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.

5.14 **Website**

Cllr Harleys details have been added to the Parish website. Updates for address and telephone details for all Councillors were agreed.

5.15 **Cross Lane crossroads**

The Clerk has reported the missing sign at the Cross Lane crossroads to BMBC. They have confirmed that they will investigate it.

5.16 **Lampposts**

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. The Clerk will follow up with BMBC.

5.17 **Oxspring sign**

The Clerk reported the Welcome to Oxspring sign that has a missing letter to 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 2024/0309 – 10 West Crescent – 2 storey side extension – under consideration.

7.3 2024/0614 – 41 Mayfield – single storey outbuilding – under consideration

7.4 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.**

The training session was discussed and the health and safety report provided by Greennotes was considered.

It was RESOLVED to purchase a number of the recommended safety items. Cllr Gratton-Rayson will write a risk assessment for group tasks and use of the container.

8.2 **To discuss 2025 allotment fees and changes to allotment terms and conditions.**

Allotment fees were compared to other local sites and discussed. The costs of running the allotments were also considered.

The contract terms were also considered.

It was RESOLVED to increase the allotment fees from April 2025 by £5 each and to review annually and to pro-rata fees for allotments taken mid-way through the financial year. It was also RESOLVED to alter the terms for new allotment tenants from now onwards to include new terms regarding keeping bees, open fires, and the removal of rubbish on vacating a plot.

8.3 **Community Allotment & Orchard**

It was RESOLVED that the shed at the community allotment will be added to the Parish Council insurance policy.

8.4 **Titivator Report**

Cllr Sedgwick reported on the tree that had been removed at the playingfield by Ridgwicks. (see payments 10.1) and the plants that have been received from Adam at Greennotes for the Parish gardens. Litter picking equipment was discussed.

It was RESOLVED to purchase a new Bago litter picker for Cllr Harley with a longer handle.

8.5 **Playarea Inspections**

The playarea inspection report for October reported that all items were safe to use. The annual play inspection report has been received and all items are marked as low risk. A few small issues were highlighted regarding finger traps, the zip wire seat being too low and the chains on the swings being too narrow. These will be investigated.

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 31/10/24.

10.3 RESOLVED to accept the Receipts & Payment report to 31/10/24.

10.4 RESOLVED to approve payment to:

Payments				
Date	Ref	Name	Description	Gross amount
Current Account				
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
Deposit Account				
NONE				
				-
				-
Receipts				
Date	Ref	Name	Description	Amount
Current Account				
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
Deposit Account				
NONE				
				-
Transfers				
Date	Ref	Name	Description	Amount
10 Oct 24	trf	HSBC	bank transfer	2,000.00

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 October.

10.6 RESOLVED to accept the earmarked funds report.

11. **Correspondence received**

All correspondence has been forwarded to Cllrs prior to the meeting.

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

- 12.1 Cllr Harley reported that he had received enquiries re 2025 hanging baskets. The Clerk will forward the costs to him.
- 12.2 Cllr Harley reported that the give-way road markings at Fields End and Tollbar can barely be seen anymore.
It was RESOLVED that the Clerk report to BMBC.
- 12.3 It was reported that the area around the bench near the gas station is overgrown. The titivators will strim the area.

