

OXSPRING PARISH COUNCIL

Minutes of a meeting of Oxspring Parish Council held on the 3 November 2025, at 7.15pm in St Aidans Church Hall.

Present: Cllr Ann Walker (Chair)
Cllr Lisa Chambers
Cllr Graham Sedgwick
Cllr Ian Stanley
The Parish Clerk
Borough Cllr Robert Barnard
Borough Cllr John Roberts

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 from Cllr Ian Yems, Cllr Emily Gratton-Rayson and Cllr Alan Harley.

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

None.

4. To confirm the minutes of the meeting held on 6 October 2025, as a true and correct record

An amendment to section 1 public participation was agreed. After the meeting the farmer contacted the Parish Council to state that they were sorry that they were not able to pre-warn residents regarding the need for access, but they themselves had no prior warning of the road closure on Roughbirchworth Lane and had no alternative access to the farm. The farmer fully re-instated the bin and the wall immediately after use of the path and it was not BMBC as stated in the October minutes.

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 6 October 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 The Ambles Revenge event on the playingfield organisers have agreed to not park on the playing pitches. 4 marshals will attend and ensure parking is only around the edges.
- 5.2 The felled tree on the TPT land was reported to the BMBC tree inspector, they have confirmed that it was BMBC who felled the tree.
- 5.3 The extended decking at the Little London site was reported to planning enforcement and the TPT. Cllr Stanley has also reported and spoken with Cllr Burnett. Cllrs Barnard and Roberts stated that they will also contact planning.
- 5.4 The Clerk has written to highways requesting that the small piece of land between Little London and the footbridge is adopted and maintained by themselves.
- 5.5 The equipment for injecting Japanese Knotweed has been received and Cllr Grattan-Rayson has attended a training course. It was agreed that Cllr Grattan-Rayson must not work in the river alone. Cllr Grattan-Rayson reported to the meeting that she has treated the affected areas at Millstone and has completed an assessment from Millstones to Bower Dell. She is also treating the area next to Willow Bridge, but not the additional areas next to the wire works and the viaduct. It was agreed to report the Rocher area to the Environment Agency as the landowner has not taken any action and ignored reports of the weed by the Parish Council.
- 5.6 The fencing on the new houses on Lower Roughbirchworth Lane was reported to planning enforcement. They confirmed that that they have discussed with the builder and that the fencing is a temporary measure and will be removed.
- 5.7 Electricity for the Christmas tree has been agreed by the neighbouring resident.
- 5.8 The brush cutter has been serviced.
- 5.9 Ridgwick Tree Services have felled the Rookery tree.

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

- 6.1 2025/0775 - Development of 4 residential dwellings, landscaping and associated infrastructure - Land east of Bank View, Bower Hill Road, Oxspring.

This planning application was discussed with the Borough Councillors present and a number of relevant points were noted. It was RESOLVED to send a letter of objection.

- 6.2 2025/0930 – Amendment to house type D, Lower Roughbirchworth Lane site. Councillors should send any comments to the Clerk in the next 2 weeks.

7. **Planning Decisions and information**

- 7.1 None

8. **Matters requested by councillors**

8.1 **To discuss new licence rules for hanging baskets**

The Clerk updated the Council on the latest policy regarding hanging baskets for next year. For existing lampposts, the Council must submit an application form and checklist documentation (to be provided by the contractor). BMBC will pay for the structural testing for all posts that previously had permission. This process must be repeated annually. For new posts, there is a £100 fee per post per year for the structural testing. Only steel posts will be allowed for new posts. An application form and checklist documentation will be required. It was RESOLVED to discuss at the December meeting what direction to take regarding renewals, new posts or whether to cancel the scheme.

8.2 **Community Allotment & Orchard**

None

8.3 **Titivator Report**

Cllr Sedgwick reported on the work that the Titivators had done at St Aidans and said he would speak to the Titivators about doing again in the future, perhaps on an annual schedule. The Clerk read a thank you note from St Aidans for the fantastic job done by the Titivators on the paths and car park.

Other work completed included the removing the Willows baskets and planting daffodils in the play area.

The tree works on the boundary of the play area with the houses is to be discussed on the next agenda.

8.4 **Playarea Inspections**

The annual inspection has taken place recently.

The comment on the gap under the pedestrian gate is not accepted as the timber piece under the gap has been removed since the last inspection, ensuring that the current gap is within the specified limits.

Matting under the zip wire needs re-securing and will be done when the ground is a bit drier.

A half round timber cross piece needs replacing as it is rotten and a screw is protruding.

This will be done shortly. In the meantime, the timber piece will be removed.

8.5 **To discuss any allotment issues**

One plot at West Crescent is in a poor state. The tenant has not responded to emails. Cllr Stanley tried to visit the tenant but there was no reply. Both Clerk and Cllr Stanley will try again to contact the tenant.

8.6 **To discuss doing a Tree Survey**

This will be discussed on the next agenda due to Cllr Grattan-Rayson's absence.

8.7 **To discuss the request for business use of the playingfield**

Mr Rudnicki was invited to attend the meeting to discuss his request to use the field for coaching sessions. No reply was received.

It was RESOLVED to inform Mr Rudnicki that he can no longer use the field for his sessions and that the Parish Council does not grant permission for him to use it. It was reported by OUFC that there is a goal post in the trees on the playingfield that does not belong to the football club. The Clerk will enquire if it belongs to Mr Rudnicki and explain that it must be removed. It was noted that he had also used equipment belonging to the club without permission.

8.8 **To discuss Estate Agent Boards in the village**

Estate Agent boards on highways land/in verges etc were discussed. Cllr Barnard asked that the location of any such posts is forwarded to him as he already has a scheme whereby they are being removed. He has also been in contact with the relevant estate agents regarding where they install posts and that they should be removed when no longer required. RESOLVED that the Clerk will forward details of any boards reported.

8.9 **To approve OUFC Pitch Maintenance Agreement**

The agreement was circulated before the meeting. A couple of amendments to the document were suggested. It was RESOLVED to amend and sign the document.

8.10 **To approve the new Councillors Code of Conduct**

The Code of Conduct was circulated before the meeting. It was RESOLVED to approve the Code of Conduct.

8.11 **To complete the new Councillors Statement of Assurance**

The Statement of Assurance was circulated before the meeting. It was RESOLVED that Councillors approve and sign the Statement of Assurance.

8.12 **New Website Progress**

Mr Rivett has been working on making the new website accessible and is currently at the testing stage. It was RESOLVED that the Clerk remind him about invoicing.

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 31/10/25.

10.3 RESOLVED to accept the Receipts and Payment report to 31/10/25.

10.4 RESOLVED to accept the budget versus actual report to 31/10/25.

10.5 RESOLVED to approve payment to:

Payments				
Date	Ref	Name	Description	Gross amount
Current Account				
24/10/2025	DD	Business Stream	Water bill allotments	81.06
03/11/25	49	Bothams Prestige	Seeding the playingfield	870.00
03/11/25	50	One Ash Training	Pesticide training assessment EGR	126.00
03/11/25	51	Amazon	bolts playarea repairs	25.99
03/11/25	52	Ollyskins	Safety waders	77.80
03/11/25	53	Pirates Cave Chanlery	Safety Life jacket	86.90
03/11/2025	54	Ridgwick Tree services	Fell sycamore Rookery	900.00
03/11/2025	55	S Tolson	Oct expenses clerk	36.31
03/11/2025	56	Rapid Hire Centres	brushcutter service	300.00
03/11/25	57	Pitchcare	weedkiller	60.78
03/11/25	58	Garden Style	Ground Maintenance Field	300.00
03/11/25	59	Royal British Legion	Poppy Wreath	24.49
03/11/25	60	BMBC	playground inspections	483.00
03/11/25	61	Amazon	Dafodil bulbs	16.14
				3,388.47
Deposit Account				
none				
				-
Receipts				
Date	Ref	Name	Description	Amount
Current Account				
03/10/2025	cr	O UFC	Pitch maintenance contribution	210.00
04/10/2025	cr	Steve Dickinson	donation from S Dickinson for jkw	279.15
25/10/2025	cr	O UFC	Donation for seeding playingfield	800.00
				1,289.15
Deposit Account				
none				
				-
Transfers				
Date	Ref	Name	Description	Amount
None				

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 October.

10.7 *To receive a report on Earmarked Funds*

Relevant documents had been circulated to councillors prior to the meeting. The report was noted.

11. **Correspondence received**

11.1 None.

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

12.1 Cllr Sedgwick reported that when the new resident moves into the Sheffield Road house on the site of the old changing rooms, he wishes to inform them about previous flooding, so that they can be prepared.

