

OXSPRING PARISH COUNCIL

Minutes of a meeting of Oxspring Parish Council held on the 1 September 2025, at 7.15pm in St Aidans Church Hall.

Present: Cllr Ann Walker (Chair)
Cllr Lisa Chambers
Cllr Emily Gratton-Rayson
Cllr Alan Harley
Cllr Graham Sedgwick
Cllr Ian Stanley
Cllr Ian Yems
The Parish Clerk
Barry Tylee – Roughbitchworth Excavation project

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

Barry Tylee attended the meeting and updated the Council on the Roughbitchworth excavation that had taken place in August. He reported the following from the Archaeologist: 'We succeeded further characterising the site, finding evidence of how the banks and ditches were constructed allowing us to work out more of what the site would have looked like, we have also seen more evidence of possible structures internal to the enclosure and gotten a better sense for the numerous phases of occupation on site. As the post-excavation work proceeds we should be able to expand this further by adding further dating to the features we excavated.' He reported that 105 people volunteered during the week. The final report will be made available on social media and the website once complete.

2.1 **To receive apologies for absence**

No apologies were received.

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 7 July 2025, as a true and correct record**

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 7 July 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 quote for £750 for the sycamore tree at the Rookery was accepted and is still due to be done.
 - 5.2 The tree works at the TPT were completed, it was RESOLVED to request the TPT to cut back the large trees that are overhanging the bridge and the road.
 - 5.3 The additional bags of mulch were ordered in the summer and used at various sites by the titivators.
 - 5.4 BMBC have confirmed that they will cut the Anthills in September.
 - 5.5 Cllrs Stanley and Harley completed their Registers of Interests.
6. **To consider and decide upon the following planning applications**
- 6.1 None.
7. **Planning Decisions and information**
- 7.1 None
8. **Matters requested by councillors**
- 8.1 **To discuss trees on the boundary of Wood Cottages in the play area**
The titivators will enable access to the metal fencing and will clear our the self-seeded trees and trim what they are able to. If further cutting back is required, then Ridgwick Tree services will be contacted.
 - 8.2 **Community Allotment & Orchard**
None
 - 8.3 **Titivator Report**
Cllr Sedgwick reported on the works that the titivators had done including cutting around the seats in the play area, clearing around planters, the culvert, the gas governor and the Bower Hill bridge. The Christmas tree area has also been cleared and what plants to plant in the area was discussed. Further improvements to tidy the Christmas tree area ready for the tree were discussed. The locations of the village planters were discussed, and a number of queries will be followed up.
 - 8.4 **Playarea Inspections**
The repairs to the Lapset Waltz arms were completed.
 - 8.5 **To discuss any allotment issues**
None.
 - 8.6 **To discuss fencing on Lower Roughbirchworth Lane new houses**
It was RESOLVED to report to planning enforcement that some of the garden fences have been extended to the river and are not leaving the 8m gap as per the planning application.
 - 8.7 **To discuss location for the OUFC Portaloo**
The location for the Portaloo was noted and has been agreed with OUFC.

8.8 **To discuss feedback from the Japanese Knotweed Meeting**

Following the meeting landowners along the riverside were informed of the spread of Japanese knotweed. It was noted that if anyone enquires about the co-ordinated approach to refer them to Lesley Gornall.

8.9 **To discuss plans re building on field with OUFC**

OUFC were absent from the meeting. To be invited to the next meeting. It was also agreed to check that the field is being cut outside of the perimeter footpath.

8.10 **To discuss damaged gate at allotment and fencing on Bower Hill**

It was resolved to leave the allotment gate, and to report the damaged fencing on Bower Hill near the bridge over the road.

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 31/7/25.

10.3 RESOLVED to accept the Receipts and Payment report to 31/7/25.

10.4 RESOLVED to accept the budget versus actual report to 31/7/25.

10.5 RESOLVED to approve payment to:

Payments				
Date	Ref	Name	Description	Gross amount
Current Account				
21/07/2025		29 Online Playgrounds	Repairs to Lapset Waltz	73.68
21/07/2025		30 Shaw Toilet Hire	RB dig toilet hire	516.00
01/08/2025		31 Garden Style	Ground Maintenance Field	300.00
04/08/2025	DD	Ovo Energy	Playingfield electricity	22.00
12/08/25		32 Online Playgrounds	Repairs to Lapset Waltz	63.12
19/08/2025		33 Ridgwick Tree services	tree works tpt	660.00
01/09/2025		34 S Tolson	August expenses clerk	60.51
04/09/2025	DD	Ovo Energy	Playingfield electricity	18.00
01/09/2025		35 Magpie Surveying	RB dig excavation work	3233.55
01/09/2025		36 Garden Style	Ground Maintenance Field	300.00
01/09/2025		37 PKF	External Audit	252.00
01/09/2025		38 Barry Tylee	RB dig tarpaulins & printing	48.48
01/09/2025		39 Penistone Engineering Supplies	Parts for playarea repairs	20.90
				5568.24
Deposit Account				
none				
				0.00
Receipts				
Date	Ref	Name	Description	Amount
Current Account				
19/07/2025	cr	YASH	RB dig grant	3500.00
05/08/2025	cr	OUFC	Pitch maintenance contribution	210.00
				3710.00
Deposit Account				
None				
				0.00
Transfers				
Date	Ref	Name	Description	Amount
9 Sep 25	trf	HSBC	bank transfer	4000.00

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 months of July and August. The increase announced in August was backdated to April.

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 A letter received from St Aidans church was noted. The church is raising funds to fix the roof. It was agreed to advertise their appeal on Parish Council social media.

