

**Oxspring Parish Council**  
**Clerk: Mrs S Tolson**  
**43 Nether Royd View, Silkstone Common, S75 4QQ**  
**Tel: 01226 792657. E-mail: clerk@oxspring-parish.com**

Dear Councillor

14th May 2025

You are summoned to attend the Annual Meeting of Oxspring Parish Council, to be held on **MONDAY 19th MAY 2025 following the Annual Assembly Meeting** which starts at 6.45pm in St Aidans Church Hall.



(CLERK)

**A G E N D A**

1. Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting
2.
  - 2.1 To receive apologies for absence and record these in the minutes
  - 2.2 To consider the approval of reasons for absence given by councillors
3.
  - 3.1 To receive, consider and decide upon any applications 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
4.
  - 4.1 Appointment of Chair of Oxspring Parish Council
  - 4.2 Declaration of Acceptance of Chair
  - 4.3 Appointment of Vice Chair of Oxspring Parish Council
  - 4.4 Declaration of Acceptance of Vice Chair
  - 4.5 Confirmation of Appointment of Internal Auditor and membership of the Finance Sub Committee.
5. To confirm the minutes of meeting held on 7th April 2025, as a true and correct record
6. To receive information on the following ongoing issues and decide further action where necessary:
  - 6.1 Cllr Harley to confirm if his email up and running.
  - 6.2 The first invoice from the new contractor for the playingfield has been received and OUFC have been invoiced for their share. This has been paid.
  - 6.3 The Chair to update on the Sheffield Road wall repairs. Thornley Taylor were notified.
  - 6.4 The issues with double yellow lines were reported to the police and all the neighbouring houses.
  - 6.5 The flailing of the Anthills 3 times per year was added to the BMBC contract for £150.
7. **Planning Matters** - to consider and decide upon the following planning applications:
  - 7.1 2025/0284 – Development of six residential dwellings with landscaping and associated infrastructure - Land West of Millstones
  - 7.2 Planning enquiry: 2025\ENQ\00306 Erection of clubhouse and storeroom, Oxspring Sports Field, Sheffield Road.
8. To receive and note the following planning decision/information:
  - 8.1 2025/0038 – 6 Mount Pleasant: single storey and first floor rear extension to dwelling
9. **Matters requested by councillors:**
  - 9.1 To approve a grant making policy.
  - 9.2 To discuss any allotment issues.
  - 9.3 To receive a report on the Community Allotment & Orchard.
  - 9.4 To receive a report from the Titivators.
  - 9.5 To consider the latest playarea inspection report & discuss quotes.
  - 9.6 To discuss damaged bench at Castle Dam.
  - 9.7 To discuss Ash tree sapling donation.

9.8 To discuss Japanese Knotweed from Springvale to Millstones along the river.

10. To receive and consider for decision any recommendations from the Council's Committees:

10.1 None

11. **Financial matters:**

11.1 To receive and note current bank balances as at 30 April 2025

HSBC Current Account - £2097.86

HSBC Savings Account- £34314.23

Money Market Account - £10000.00

11.2 To receive and note a bank reconciliation/Finance Report to 30 April 2025  
(enclosed at end of agenda)

11.3 To approve the following accounts for payment:

<b>Payments</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Gross amount</b>
<b>Current Account</b>				
25/04/2025		7 Myers Building supplies	Topsoil PF garden	88.48
25/04/2025		8 Myers Building supplies	Mulch PF garden	414.00
19/05/2025		9 S Tolson	Clerk expenses	25.72
19/05/2025		10 Garden Style	Ground Maintenance Field	300.00
				828.20
<b>Deposit Account</b>				
NONE				
				0.00
				0.00
<b>Receipts</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
<b>Current Account</b>				
07/04/2025	cr	Cadent Gas	peppercorn rent gas governor	5.00
07/04/2025	cr	BMBC	Precept	24370.00
07/04/2025	cr	BMBC	Precept LCT Grant	1070.00
30/04/2025	cr	various	Allotment rent	169.00
30/04/2025	cr	Various	hanging basket sponsorship	109.00
19/05/2025	cr	T Fisher	Allotment rent	33.00
19/05/2025	cr	Wade	hanging basket sponsorship	49.00
19/05/2025	cr	OUFC	Pitch maintenance contribution	210.00
				26015.00
<b>Deposit Account</b>				
None				
				0.00
<b>Transfers</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
10 Apr 25	trf	HSBC	bank transfer	24000.00

11.4 To note the following payments previously authorised:

10.4.1 Clerk's salary (May 25) and HMRC paye.

11.5 To receive a report on earmarked funds (Enclosed at end of agenda)

12. **Correspondence received:**  
To receive information on the following new correspondence and decide further action where necessary
  - 12.1 A quote
13. **To receive items to report from Councillors**
14. To notify the clerk of matters for inclusion on the agenda of the next meeting
15. **Employment matters:**
  - 15.1 None.
16. To confirm the date of the next meeting as Monday 9 June 2025.

<b>Bank Reconciliation as at 30/4/2025</b>		
		<b>£</b>
<u>Balance per bank statements</u>		
Current Account		2,097.86
Deposit Account		34,314.23
Money Market Account		10,000.00
		<b>46,412.09</b>
Less Uncleared cheques:		
		-
Add: uncleared receipts:		
		-
Adjusted bank balance:		<b>46,412.09</b>
balance per Cashbook		
Variance		<b>46,412.09</b>

## Oxspring Parish Council

### Receipts & Payments Account 2024/25 Month ending April 25

Total  
Funds  
£

#### Receipts:

Precept	24370.00
Precept LCT Grant	1070.00
Grants	0.00
Allotment Rent	169.00
Hanging Basket Sponsorship	109.00
Donations	0.00
Bank Interest	0.00
Gas Governor Rent	5.00
VAT Recovered	0.00

**Total Receipts** 25723.00

#### Payments:

Grounds Maintenance	0.00
Maintenance Other	0.00
Playarea maintenance/equip	4.32
Playingfield Maintenance	534.48
Planters/baskets/Xmas Tree	45.00
Playarea Inspections	0.00
Staff Costs	998.11
Office/ postage/ Stationery	8.32
Subscriptions	471.00
Insurance	0.00
Training	0.00
Audit Fees	0.00
Room Hire	0.00
Allotments	0.00
Equipment/Assets	0.00
Donations	250.00
Project works	0.00
Sundries/bank charges	0.00

**Total Payments** 2311.23

**SURPLUS/ (DEFICIT)** 23411.77

**Balance b/f** 23000.32

**Balance c/f** 46412.09

#### Represented by:

Current Account	2097.86
Deposit Account	34314.23
Imprest Petty Cash Account	0.00
Money Market Account	10000.00

**Total Monetary Assets** 46412.09

<b>Current Earmarked Funds</b>	<b>Bal Apr 25</b>	<b>Yr to Date Receipts</b>	<b>Yr to Date Spend</b>	<b>Transfers</b>	<b>Bal c/f</b>
Play area new equipment	946.71				946.71
Community allotment	161.16				161.16
Titivator Group	1147.74		-37.50		1110.24
Playingfield	5940.00				5940.00
Sports Pavillion	2331.46				2331.46
Roughbirchworth Excavation	220.73				220.73
BMBC grant for gardens maintenance	662.40		-418.73		243.67
<b>Total</b>	<b>11410.20</b>	<b>0.00</b>	<b>-456.23</b>	<b>0.00</b>	<b>10953.97</b>
<b>General Fund</b>	11590.12	25723.00	-1855.00		<b>35458.12</b>
<b>Total Funds</b>	<b>23000.32</b>	<b>25723.00</b>	<b>-2311.23</b>	<b>0.00</b>	<b>46412.09</b>

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