

# OXSPRING PARISH COUNCIL

Minutes of a meeting held on Monday 13th July 2015

At

7.15 in Saint Aidan's Church

## 1. Attendance

### a. In attendance

Councillor I Goldthorpe	(IG)	(Chair)
Councillor A Walker	(AWa)	(Vice Chair)
Councillor E Gratton-Rayson	(EG)	
Councillor A Mills	(AM)	
Councillor G Sedgwick	(GS)	
Councillor I Stanley	(IS)	

Mrs Stephanie Tolson (Clerk), Bill Taylor (resident), John Wade (Resident), Paul Whitehouse (Barnsley Chronicle), Sam Green & Steven Green (Yorkshire Land).

### b. Apologies

Apologies were received and accepted from Councillor F Shaw (IS,AW).

## 2. Prioritisation of Agenda Items.

None.

## 3. Community Matters.

### a. Public Participation Adjournment.

- Steven Green enquired about the June meeting minutes and stated that they were not on the parish website. The Clerk will check and ensure that they are put on.
- Mr Green requested the contact details of the Neighbourhood Plan Consultants. These were given to him by Councillor Walker. She explained that she had not been able to provide the information previously as the NP committee had not had their first meeting with the consultants at that time.
- Mr Green spoke about the NP draft consultation, and stated that the group had not consulted with the public. The Chair reiterated that the draft plan had been done using suggestions made by residents and that it was a culmination of ideas.
- Mr Green reiterated that the £500k proposal for a pavilion was a proposed s106 agreement.
- Mr Green noted that the Housing Needs Survey commissioned by the NP was for 68 homes up until 2026. He stated that the Local Plan goes to 2033. He also stated that his Oxspring Fields proposal included affordable homes.
- Mr Wade spoke about the land behind Wood Cottages as he thought that this land belonged to the Parish Council. The Council confirmed that this land does not belong to the Parish Council.

### 4a. Minutes of the Meeting held on Monday 15th June 2015, and Matters arising from them.

- The Chair **agreed** to sign the minutes as a true record after **agreement** by the Council (IS,GS). The Clerk had circulated action reports from the minutes and provided the latest update in addition. The Chair and other members reported on their actions.
- The Chair welcomed new Councillor Emily Gratton-Rayson. She signed her declaration of Acceptance of Office.
- The overgrown area around Willow Bridge and the fallen signpost was reported to BMBC, they are dealing with this.

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- The broken stile at Manor Lane was reported to BMBC, and it is hoped that BMBC will be replacing it with a gate.
- The Clerk is to report the street lighting problems again, in particular Roughbitchworth Lane.
- The dog fouling posters from Keep Britain Tidy were discussed. Councillor Stanley stated that he would arrange to see the posters that John Openshaw has before the Council make a decision on the Keep Britain Tidy posters.
- Further panels have been ordered for the log train at the play area. Councillor Stanley will start work on the front sections with Bill Taylor.
- A quote for a replacement zip wire has been received from Pennine Playgrounds. The Clerk will await a quote from Lightmain before proceeding with the best quote. A claim will be made on the PC insurance.
- The Flag pole was discussed, and Councillor Sedgwick will look at the details and propose the most suitable one for the PC.
- The new noticeboard is ready for installation. Councillor Stanley will meet with the Chair to confirm the installation location.
- Bill Taylor confirmed that he will install the doors on the old noticeboard.
- Any other matters would be included in later agenda items.

### **5. Business Matters.**

#### **a. Neighbourhood Plan**

- Councillor Walker updated the Council on the NP progress.
- She informed the Council that a FOI request had been received. Advice from the YLCA has been sought.
- She updated the Council on the first meeting with the Consultants, and stated that they are working on the draft plan. They will be paid in staged payments.
- It was noted that the Local Plan will go to formal consultation in the summer of 2016, and it is expected that the NP will follow that.
- The CIL will come into force at the same time as the Local Plan. The PC will reply to the CIL consultation by the 24<sup>th</sup> July.

#### **b. Playingfield Footpath**

- A quote for work to the footpath has been received for £570, plus the cost of materials.
- The Chair will obtain a source for planings.
- It is estimated that 20 tonnes will be required.
- The Clerk will see if Councillor Barnard can help source them from BMBC.
- It was noted that some trees may need cutting back.

#### **c. Titivators**

- Councillor Sedgwick gave an update from the Titivators.
- Lots of litter picking has been done throughout the village.
- Seeding has been done on the playingfield near the drain and also around the trough planter.
- Local children have helped with planting the herb garden at the Pinfold.
- Work has been ongoing in the Rookery with branches being cut, debris cleared and stacked for wildlife.
- It was noted that the Rose Garden needs feeding.
- It was noted that the area in front of the gas substation needs clearing.
- The banking at Gordon's Garden is going to be weeded.
- At Bower dell clearing work has been done around the seats.
- It was noted that the Duck Race raised approx £3000.
- Councillor Gratton-Rayson has a spraying certificate for weedkiller. She will look into whether it's possible

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for Councillor Sedgwick to obtain one.

- Councillor Gratton-Rayson stated that she could like to organise some Community Days. This was agreed.
- It was noted that all the picnic tables have been burnt by barbecues.

**d. Oxspring Open Gardens**

- Councillor Gratton-Rayson stated that she knows people that may be interested in an Open Gardens event in 2016. She will try and get a group together, and via school will try and gain some interest.
- A meeting can be booked at St Aidans if required.

**e. Electricity for Christmas Tree**

- BMBC have confirmed that the quote from last year still stands. A pillar feed is necessary for lights at ground level such as a Christmas tree. It was noted that new lights would be needed as they need to be extra low voltage.
- Councillor Gratton-Rayson stated that she would find out if the school have an outside plug and whether permission would be granted to the PC to use it.
- Mr Wade informed the PC that new owners would be shortly moving into house adjacent to the school. Councillor Gratton-Rayson will enquire at school as to the new owners as it is believed the children are at the school.

**f. Website**

- It was agreed that a more modernised Parish website would be good.
- The Clerk will introduce Councillor Sedgwick to Mr Rivett, as he has a lot of ideas for the website and would also be happy to update the website if that was possible.

**6. Financial Matters**

**a. Payments and Receipts**

The following items were presented and **agreed** for payment. (IS,GS)

Payments

Date	Ref	Name	Service/Item	Gross amount	Account
<b>Current Account</b>					
12 Jul 15	DD	Southern electric	Electric playingfield	14.43	OTHER PAYMENTS (Not listed)
13 Jul 15	20/101950	BMBC	Grounds Maintenance	1962.00	MAINTENANCE
13 Jul 15	21/101951	BDO LLP	External Audit accounts	240.00	ADMINISTRATION
13 Jul 15	22/101952	AE Evans Ltd	#Panels log train	129.60	MAINTENANCE
21 Jul 15	SO	S Tolson	Clerks salary	533.74	WAGES, PAYE, NI, PENS., EXP
21 Jul 15	SO	S Tolson	Imprest account	15.00	BANK TRANSFERS

**Deposit Account**

None

Receipts

Date	Ref	Name	Service/Item	Amount	Account
<b>Current Account</b>					
2 Jun 15	CR	Groundwork UK	Neighbourhood Plan Grant	8000.00	OTHER GRANTS
5 Jun 15	CR	HSBC	Interest to 4/6/15	1.39	INTEREST on INVTS & A/CS

**Deposit Account**

None

**b. Balances and Transfers**

- There was one transfer during the month.

Transfers

Date	Ref	Name	Service/Item	Amount	Account
20 Jun 15	TRF	HSBC	Bank transfer c/a to d/a	5000.00	BANK TRANSFERS

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- The closing Balances for 30th June 2015 are c/a £3694.54 and d/a £16303.33, Imprest a/c £36.88.

### **c. Other Financial Matters**

- The Financial Accounts for the Year Ending March 15 have been approved by the external Auditor BDO Stoy Hayward, with no issues arising.
- It was agreed that any invoices becoming due over the summer prior to the September meeting can be paid via the Clerk, Chair and one other Councillor.
- A change of Bank mandate form was completed for new signatories. The Clerk will arrange the changes with the bank.

## **7. Planning Matters**

### **a. Planning Applications.**

- There was one planning application for consideration.
- 2015/0769 – Kirkwood Mills – extension to feed store. There were no objections.

## **8. Administrative Matters.**

### **a. Correspondence**

- A request has been received to run a boot camp at the playingfield. It was agreed that more details would be needed to approve the request, such as how often and when it is to be run. It was agreed that a trial period could be given, prior to finalising a donation amount for regular use.

### **b. Items to Report**

- A request for an interview with Penistone FM was discussed. It was agreed to decline.
- It was reported that many of the Parish Council owned seats in the village were in need of maintenance. It was agreed that an inspection is needed, and that perhaps their maintenance could be done on a rolling program. The Chair will inspect with J Mitchell.
- It was reported that there are some timbers on the large multiunit at the playarea that have some rotting boards. The Chair will get a price for replacement.
- Councillor Walker requested that the Clerk obtain a list of all trees in the Parish with a TPO.
- Councillor Walker requested that the Clerk obtain a license with ordnance survey mapping, so that the Consultants can obtain maps for the NP use.
- It was noted that the railings around the green space area at Longley Ings are in need of maintenance. The Clerk will report to BMBC.
- Councillor Sedgwick reported that plants are growing through the roof of the electricity substation on Sheffield Road. The Clerk will report to Northern Powergrid.
- Councillor Sedgwick reported that the bollards opposite the Willows are damaged. The Clerk will report to highways at BMBC.
- It was noted that the yellow lines at the top of Tollbar are in need of repainting. This was notified to BMBC when the order was made for the new yellow lines at Roughbirchworth.
- Councillor Gratton-Rayson reported that a drain had leaked at the edge of the playarea, to be reported to Yorkshire Water.

## **9. Other Matters**

### **a. Emergency Items**

- None reported.

### **b. Matters for future discussion.**

Neighbourhood Plan, Playingfield footpath, Titivators update, electricity for Christmas tree.

## **7. Date and Time of the Next Meeting.**

**OXSPRING PARISH COUNCIL**

**The next full meeting will be at 7.15pm on Monday 7<sup>th</sup> September 2015 at Saint Aidan's Church.**

**Signed this day \_\_\_\_\_ 2015.**