

# OXSPRING PARISH COUNCIL

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

**Present:** Cllr Ann Walker (Chair)  
Cllr Graham Sedgwick  
Cllr Ian Stanley  
Cllr Ian Yems  
Cllr Emily Gratton-Rayson  
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**

None.

#### **2.1 To receive apologies for absence**

Apologies were received from Cllr Lisa Chambers.

#### **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 3 November 2025, as a true and correct record**

An amendment to section 15 date of next meeting was agreed. Amended to 1<sup>st</sup> December.

RESOLVED that the minutes of the meeting of Oxspring Parish Council held on 3 November 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 Planning have confirmed that they are investigating several issues with the Little London site, including the extended decking and rubbish on the TPT.
- 5.2 The half round timber on the play area ramp has been removed to make the unit safe. Fittings are ready to install the new timber in the Spring.
- 5.3 The Clerk notified the football coach using the field that permission was not granted. The sessions have now stopped. It was noted that OUFC will get rid of the broken goal post that has been left on the field.

- 5.4 The Clerk sent details of Estate Agent boards to Cllr Barnard. These have now all been removed.
- 5.5 The broken fencing on Bower Hill Road was reported to highways. This has been repaired and the area made safe.
- 5.6 Saint Aidans have removed the wall toppers that were loose.

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

- 6.1 2025/0797 - Demolition and re-build of existing house with associated work to boundary walls - Berry Well, Kirkwood Bridge Lane, Spring Vale, Sheffield, S36 6AX – No objections
- 6.2 2025/0889 - Removal of side conservatory, and erection of single storey side and rear extension to dwelling - 9 Millstones, Oxspring, Sheffield, S36 8WZ – No objections

7. **Planning Decisions and information**

- 7.1 2025/0775 - Development of 4 residential dwellings - Land east of Bank View, Bower Hill Road – under consideration
- 7.2 2025/0930 - Variation of condition 2, in relation to application 2020/1387 "Residential development of 7no. dwellings to allow for amendments to house type D – Under consideration

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 apply for use of existing posts only. Renewals will be offered to existing sponsors. If an existing sponsor decides not to renew, then that post will be made available to a new sponsor.

It was noted that 2 sponsor signs are missing. Cllrs to confirm which ones.

8.2 **Community Allotment & Orchard**

None

8.3 **Titivator Report**

Cllr Sedgwick reported on the installation of the Christmas Tree. The nursery had difficulty obtaining a tree of the required size within the price bracket.

Other work completed included the removing the Willows baskets for winter storage.

8.4 **Playarea Inspections**

It was agreed to remove the flag for the winter as the bad weather ruins the flags. A new union jack flag will be required next year.

All equipment is safe to use.

8.5 **To discuss any allotment issues**

Re the West Crescent that is in a poor state, the tenant has confirmed that she wants it still and will make inroads as soon as possible.

8.6 **To discuss doing a Tree Survey**

Cllr Grattan-Rayson's agreed to do the tree survey and will speak with Ridgwicks for their assistance with this. It will be done in the Spring.

8.7 **To discuss tree works on the boundary banking in the playarea**

Cllr Grattan-Rayson will obtain quotes for the tree works on the boundary of the play area with the house.

8.8 **To discuss suppliers for tree works**

It was agreed to try to get quotes from an additional supplier for future tree works.

8.9 **To discuss Japanese knotweed works by Cllr Grattan-Rayson**

Cllr Grattan-Rayson has written risk assessments and detailed assessments of where all the Japanese knotweed is within the Parish.

Areas treated so far: Around Willow Bridge, in the Wireworks field, Millstones garden, Willow Lane Bungalow field.

Area still to be assessed: Oxspring Wintwire land. The owner has acknowledged that any treatment would need to be paid for.

It was agreed to report the Rocher area to BMBC.

8.10 **To discuss grant funding**

Cllr Yems reported that he attended a funding fair at Penistone and met SYFAB and SYCF. It was noted that neither can give grants to Parish Councils, however they can obtain grants for constituted groups, such as Oxspring Friends. It was RESOLVED that Cllr Yems will go on a bid writing course.

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

The Statement of Assurance was circulated before the meeting. It was RESOLVED that the Councillors that were absent at the last meeting sign the Statement of Assurance.

8.12 **New Website Progress**

No update was received.

8.13 **To discuss the Community Payback Scheme**

The Community Payback scheme was discussed, and it was agreed to use it for future projects. Cllr Grattan-Rayson suggested using it to revamp the Pinfold.

8.14 **20mph school warning signs**

These still aren't working. RESOLVED to obtain an update for the next meeting.

8.15 **South Yorkshire Local Heritage Trust**

It was agreed to discuss on the next agenda. The Clerk will resend the email to Cllr Sedgwick. It was noted that there is nothing currently in the list in Oxspring, but that Oxspring Lodge, Manor Lane, is currently being assessed.

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 30/11/25.
- 10.3 RESOLVED to accept the Receipts and Payment report to 30/11/25.
- 10.4 RESOLVED to accept the budget versus actual report to 30/11/25.
- 10.5 RESOLVED to approve payment to:

<b>Payments</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Gross amount</b>
<b>Current Account</b>				
04/11/2025	DD	Ovo Energy	Playingfield electricity	18.00
01/12/25	63	Garden Style	Ground Maintenance Field	300.00
01/12/25	62	S Tolson	dec expenses clerk	8.32
01/12/25	64	Windmill Nursery	Christmas Tree	200.00
01/12/25	65	Penistone Engineering Supplies	Parts for playarea repairs	3.70
				530.02
<b>Deposit Account</b>				
none				
				0.00
<b>Receipts</b>				
<b>Date</b>	<b>Ref</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
<b>Current Account</b>				
11/11/2025	cr	Trunce runners	Donation	500.00
				500.00
<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>
4 Nov 25	trf	HSBC	bank transfer	3000.00

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 month of November.

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 An article in a YLCA newsletter on Archiving was noted. It was RESOLVED that minutes will be archived annually with Barnsley archives.

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

12.1 Cllr Stanley reported about the Stop Scam UK website and the 159 number to call if you receive a call that may be a financial scam.

12.2 It was noted that the resident in the first house on Lower Roughbitchworth Lane has planted laurel trees outside his fence boundary, on the highways banking along Bower Hill. The Clerk will report to highways.

13. **Items for the next ordinary meeting of the Council**

The Chair reminded members that the councillors are to provide specified agenda items to the Clerk at least one week prior to the next Council meeting in accordance with the Council's adopted policy.

14. **Employment matters**

14.1 None.

15. **Date of the next meeting**

It was noted that in accordance with the agreed schedule, the next meeting of the Parish Council would be held on the 5<sup>th</sup> January 2026.

There being no other business, the Chair thanked all for attending and the meeting closed at 9.15pm.

**Signed:**

Clerk:

Date:

Chair:

Date: