

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

8th May 2024

You are summoned to attend the Annual Meeting of Oxspring Parish Council, to be held on **MONDAY 13 MAY 2024 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 8th April 2024, as a true and correct record
6. To receive information on the following ongoing issues and decide further action where necessary:
 - 6.1 To note the resignation of Cllrs McKay and Hinchliffe since the March meeting.
 - 6.2 The new Springy and ground surface were installed in the playarea in April.
 - 6.3 The playingfield car park was resurfaced with the planings in April.
 - 6.4 An order was placed for the Rookery wall to be repaired.
 - 6.5 Whole Council training took place in April. Further information and the presentation have been circulated.
 - 6.6 The new builder was contacted re the parking issues on Roughburchworth Lane.
7. **Planning Matters** - to consider and decide upon the following planning applications:
 - 7.1 2024/0309 – 10 West Crescent – 2 storey rear extension
8. To receive and note the following planning decision/information:
 - 8.1 2023/1066 – Land West of Millstones – rural exception site 6 properties – under consideration
 - 8.2 2024/0058 – 2 Mayfield Court – rear extension to single storey dwelling – under consideration
9. **Matters requested by councillors:**
 - 9.1 To discuss progress on installing a gate at Castle Dam.
 - 9.2 To discuss the cutting of the grass at the Willows allotments.
 - 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 talk tubes and zip wire chain.
 - 9.6 To receive an update on the Anthills plans, new signs & grass cutting.
 - 9.7 To consider moving website & email addresses to a .gov domain.

- 9.8 To discuss ordering baskets for the Willows railings.
- 9.9 To approve new policies: Business Continuity Plan & Rules for Public Participation.
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 2024
 HSBC Current Account - £4260.87
 HSBC Savings Account- £30591.31
 Money Market Account - £15000.00
- 11.2 To receive and note a bank reconciliation/Finance Report to 30 April 2024
 (enclosed at end of agenda)
- 11.3 To approve the following accounts for payment:

Payments				
Date	Ref	Name	Description	Gross amount
Current Account				
26 Apr 24	DD	Scottish Water	Water bill allotments	86.91
13 May 24	9	Michael H Thackray	Road planings for PF carpark	684.00
13 May 24	10	D Walters Digger Hire	Lay & Roll planings PF carpark	950.00
13 May 24	11	ICO	Data protection fee renewal	40.00
13 May 24	12	Axo Leisure Ltd	Replace Springer & surfacing	2274.00
13 May 24	13	YLCA	Training	205.23
13 May 24	14	Oxspring Friends	Donation	1000.00
				5240.14
Deposit Account				
NONE				
				0.00
Receipts				
Date	Ref	Name	Description	Amount
Current Account				
30 Apr 24	cr	Various	Allotment rent	63.00
				63.00
Deposit Account				
NONE				
				0.00
Transfers				
Date	Ref	Name	Description	Amount
12 Apr 24	trf	HSBC	bank transfer	20000.00

- 11.4 To note the following payments previously authorised:
- 10.4.1 Clerk's salary (May 24) and HMRC paye.
- 11.5 To receive a report on earmarked funds (Enclosed at end of agenda)
- 11.6 To receive and approve the proposed budget for April 24 to March 25 (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 for 2 new signs at the Anthills was received, total £132.

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 10 June 2024.

Current Earmarked Funds				
	Bal Apr 24	Yr to Date Spend	Yr to Date Receipts	Bal c/f
Play area new equipment	2841.71	1895.00		946.71
General Maintenance	1727.15	739.40		987.75
Community allotment	566.16			566.16
Titivator Group	309.65			309.65
Elections	3000.00			3000.00
Playingfield	7060.00	1520.00		5540.00
Sports Pavillion	2331.46			2331.46
Roughbitchworth Excavation	1703.93			1703.93
Neighbourhood Plan	231.25			231.25
Total	19771.31	4154.40	0.00	15616.91

<u>Budget 24/25</u>	
<u>Receipts</u>	
Precept	22,930.00
Precept LCT grant	1,070.00
Allotments	1,000.00
Bank interest	600.00
Donations	500.00
Gas Governor rent	5.00
Hanging Basket sponsorship	3,000.00
Total Receipts	29,105.00
<u>Payments</u>	
Contracts gnd maint	4,000.00
Maintenance other	1,500.00
playarea maintenance/equipment	2,000.00
playingfield maintenance	2,000.00
Planters/baskets/christmas tree	4,500.00
Salary	11,000.00
playarea inspections	350.00
postage/stationery/office	600.00
Subscriptions	650.00
Administration	150.00
Insurance	1,200.00
Room hire/meeting costs	330.00
Audit	600.00
Allotments	500.00
Total Payments	29,380.00
Surplus (Deficit)	- 275.00

Oxspring Parish Council

Receipts & Payments Account 2024/25 Month ending April 24

	Total Funds £
Receipts:	
Precept	22930.00
Precept LCT Grant	1070.00
Grants	0.00
Allotment Rent	63.00
Hanging Basket Sponsorship	0.00
Donations	0.00
Bank Interest	0.00
Gas Governor Rent	0.00
VAT Recovered	0.00
Total Receipts	24063.00
Payments:	
Grounds Maintenance	0.00
Maintenance Other	872.28
Playarea maintenance/equip	0.00
Playingfield Maintenance	18.00
Planters/baskets/Xmas Tree	0.00
Playarea Inspections	0.00
Staff Costs	930.82
Office/ postage/ Stationery	0.00
Subscriptions	453.00
Insurance	0.00
Audit Fees	0.00
Room Hire	90.00
Allotments	86.91
Equipment/Assets	0.00
S137 Payments	0.00
Sundries/bank charges	0.00
Total Payments	2451.01
SURPLUS/ (DEFICIT)	21611.99
Balance b/f	28255.19
Balance c/f	49867.18
Represented by:	
Current Account	4260.87
Deposit Account	30591.31
Imprest Petty Cash Account	15.00
Money Market Account	15000.00
Total Monetary Assets	49867.18