

Ravenfield Parish Council

Ravenfield Parish Hall
Birchwood Drive
Ravenfield
Rotherham
S65 4PT

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11 December 2023

Dear Councillors

You are hereby summoned to attend a meeting of Ravenfield Parish Council to be held in Ravenfield Parish Hall on **Thursday 14 December 2023** commencing at **6:30pm** for the purpose of transacting the following business.

Gemma O' Carroll

Proper Officer of the Council

Circulation List:

Councillor Pearson (Chairman), Councillor Jones (Vice-Chair), Councillor Callear, Councillor Jay, Councillor Jupp, Councillor Leach, Councillor Rowley.

AGENDA

There will be a public session within the meeting. Questions from the public may be submitted by 5:00pm Wednesday 13 December 2023 to ravenfieldparishcouncil@yahoo.com

- 1 **NON-ATTENDANCE OF COUNCILLORS**
 - (a) To receive and note apologies from Councillors who are unable to attend the meeting.
 - (b) To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.
- 2 **DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**
 - (a) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct
 - (b) To receive and decide upon request for dispensations to councillors to take part in discussions and votes where they have declared disclosable pecuniary interests.
- 3 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS** - To identify any agenda items where resolutions may be moved to exclude the press and public, Under Public Bodies (Admission to Meetings) Act 1960, S1 (2)).
- 4 **PUBLIC PARTICIPATION** - maximum time allocation 30 minutes.

Members of the public are welcome to stay for the Council meeting after the public session, as observers, but will not be able to join in the discussion unless invited to do so by the Chairman.

- 5 **CONFIRMATION OF MINUTES** – To receive and confirm the minutes of the Council meeting held in Ravenfield Parish Hall on Thursday 9 November 2023 (attached).

- 6 **MATTERS ARISING FROM THE MINUTES** - To note any matters arising from the minutes of the last Council meeting.
- 7 **CORRESPONDENCE** – To receive the following items and decide further action where necessary:
- (a) Community Fridge – to receive information from Councillor Jupp
 - (b) VCSE Energy Efficient Scheme
- 8 **MATTERS RELATING TO THE RECREATION GROUNDS** – To consider the following items and decide further action where necessary:
- (a) All Weather Path, Jubilee Field. To discuss the footpath design in preparation of the project plan.
- 9 **MATTERS RELATING TO THE PARISH** - To consider the following items and decide further action where necessary:
- (a) Green Bank Drive – Hollings Lane Footpath, Solar Lights, update.
 - (b) D Day, 80-year Anniversary, 6 June 2024 – approve purchase of flags and fixings
 - (c) Application to Grant of a Premises Licence - Ravenfield Supermarket, Unit 5 Braithwell Road, Ravenfield, Rotherham S65 4LH – to discuss.
 - (d) Christmas Light Switch On – 2024. To confirm a date.
- 10 **MATTERS RELATING TO THE PARISH HALL** - To consider the following items and decide further action where necessary:
- (a) Treasure Island Christmas Pantomime – ticket sales, update
 - (b) Fire Safety Legislation Changes
 - 1) Fire Risk Assessment
 - 2) Fire Safety Training
 - 3) Storage of Fire Documents
 - 4) Carbon Monoxide Alarm
 - 5) South Yorkshire Fire & Rescue – site visit
 - 6) Review of Fire Safety Policy
 - 7) Fire Safety Compliance Matrix
 - (c) Baby Group – paused until April 2024
 - (d) PRS PPL Music Licence – to discuss the renewal quotation
 - (e) Parish Hall Risk Assessment – to receive and adopt
- 11 **MATTERS RELATING TO THE PARISH COUNCIL** - To consider the following items and decide further action where necessary:
- (a) Recreational Grounds Events Policy – to receive and adopt.
 - (b) Biodiversity Policy – consider implementing a policy, to discuss specific objectives.
- 12 **REPORTS FROM RAVENFIELD ALLOTMENT SOCIETY** - To receive the following items and decide further action where necessary:
- 13 **MATTERS REALTING TO REDROW DEVELOPMENT**
- 14 **MATTERS RELATING TO GREEN ITEMS**
- 15 **PLANNING** - To consider the following planning applications:
- RB2023/1666** – 19 Birchwood Drive, Ravenfield. First floor side extension and single storey rear extension.
[Plan Portal](#)
- 16 **EXTERNAL MEETINGS** – To receive information.

- 17 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS** - To consider the following received items and decide further action where necessary:
 (a) NJC salary award to be backdated to April 2023
- 18 **FINANCIAL MATTERS** – To receive and approve the following:
 (a) Update on the Council's finances
 (b) Payments to be made
 (c) 2024/2025 Budget – to receive and discuss
- 19 **DATE AND TIME OF NEXT MEETING**
 (a) To confirm the date and time of the next meeting, Thursday 11 January 2024 at 6:30pm.
- 20 **ITEMS FOR THE AGENDA OF THE NEXT MEETING** - To agree on items to be included on the agenda of the next meeting of the Council.
- 21 **DISCUSSION OF ANY ITEM(S) FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED** - To discuss and take decisions about any agenda item(s) for which the press and public have been excluded
- 22 **CLOSURE OF THE MEETING**

¹ A Councillor is at risk of prosecution for committing criminal offences in s.34 of the 2011 Localism Act if they, without dispensation, participates or votes on a matter being considered in which they have a **disclosable pecuniary interest** (s.31(4) of the 2011Act). Or written notification of such DPI has not already been given to the Monitoring Officer and the member does not provide written notification of the interest to the Monitoring Officer with 28 days of the meeting (ss.31(2) and (3) of the 2011 Act. Or they knowingly or recklessly provide false or misleading information about the above (s.34 (2) of the 2011 Act).