

Ravenfield Parish Council

Ravenfield Parish Hall
Birchwood Drive
Ravenfield
Rotherham
S65 4PT

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8 July 2024

Dear Councillors

You are hereby summoned to attend a meeting of Ravenfield Parish Council to be held in Ravenfield Parish Hall on **Thursday 11 July 2024** commencing at **6:30pm** for the purpose of transacting the following business.

Gemma O'Carroll

Proper Officer of the Council

Circulation List:

Councillor Jones (Chairman), Councillor Rowley (Vice-Chair), Councillor Callear, Councillor Jay, Councillor Jupp, Councillor Lilley, Councillor Whitworth.

AGENDA

There will be a public session within the meeting. Questions from the public may be submitted by 5:00pm Wednesday 10 July 2024 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 13 June 2024 (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) Ravenfield Rangers JFC – assistance with grass cutting costs
 - (b) Rotherham Hospice – request of donation
 - (c) Event Enquiry – Hollings Lane Recreational Ground, 17 August 2024
- 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 receive details in preparation of the project plan.
- 9 **MATTERS RELATING TO THE PARISH** - To consider the following items and decide further action where necessary:
- 10 **MATTERS RELATING TO THE PARISH HALL** - To consider the following items and decide further action where necessary:
- (a) Art Group – TV Cabinet. To review the location.
 - (b) Fire Safety Policy – To review and adopt.
 - (c) Disabled Toilet – To consider request to fix a shelf for storage of spare toilet rolls.
- 11 **MATTERS RELATING TO THE PARISH COUNCIL** - To consider the following items and decide further action where necessary:
- (a) Unity Trust Bank Account - complete paperwork to add Councillor Whitworth as an authorised signatory
 - (b) Amend the date of the December Parish Council Meeting – proposed rescheduled date Thursday 5 December 2024
 - (c) Parish Council Website and Gov.uk email accounts – to receive an update
 - (d) General Privacy Notice – to review and adopt
 - (e) Accessibility Statement – to consider adopting
 - (f) Complaints Policy – to review and adopt
 - (g) ICO Model Publication Scheme 2014 – to review and adopt
 - (h) Equality & Diversity Policy – to consider adopting
 - (i) Grant Policy and Application Form – to consider adopting
 - (j) Christmas Tree Lights – receive costs of replacement light strings found to be faulty.
 - (k) Insurance Renewal – to receive renewal quotations
 - (l) Annual Parish Newsletter – to receive associated costs, discuss content and delivery arrangements.
 - (m) Lamppost Poppies – to consider displaying, sponsorship, and necessary arrangements.
- 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**
- (a) To consider the following planning applications:
 - RB2024/0862** – 17 St James Drive, Ravenfield. Application to undertake works to a tree(s) within Ravenfield Conservation Area.
[Plan Portal](#)
 - (b) To receive information on any previous planning applications/issues and discuss further action.

RB2024/0054 – Land at Hellaby Lane, Hellaby . Use of land for HGV Truckstop and Haulage Yard including erection of Truckstop/Office building and associated works.

[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:
- 18 **FINANCIAL MATTERS** – To receive and approve the following:
(a) Update on the Council's finances
(b) Payments to be made.
- 19 **DATE AND TIME OF NEXT MEETING**
(a) To confirm the date and time of the next meeting, Thursday 12 September 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**

The meeting will be followed immediately by a meeting of the Ravenfield Youth Charity.

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).