

# Ravenfield Parish Council

Ravenfield Parish Hall  
Birchwood Drive  
Ravenfield  
Rotherham  
S65 4PT

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9 June 2025

Dear Councillors

You are hereby summoned to attend the ordinary meeting of Ravenfield Parish Council to be held in Ravenfield Parish Hall on **Thursday 12 June 2025** commencing at **6:30pm** for the purpose of transacting the following business.

*Gemma O' Carroll*

Proper Officer of the Council

## Circulation List:

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

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## AGENDA

There will be a public session within the meeting. Questions from the public may be submitted by 5:00pm  
Wednesday 11 June 2025 to [clerk@ravenfieldparishcouncil.gov.uk](mailto:clerk@ravenfieldparishcouncil.gov.uk)

- 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 8 May 2025 (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) Request from a resident of Birchwood Drive for resurfacing of the track leading to the allotments, due to issues with loose gravel and stones being displaced into nearby gardens.
  - (b) Friendship Group – Request to consider waiving the hall hire fee for a community event (Saturday 30 August 2025).
  - (c) Ravenfield Old Village Garden Society – Request for donation to support maintenance and enhancement of planted areas and grass verges.
- 8 **MATTERS RELATING TO THE RECREATION GROUNDS** – To consider the following items and decide further action where necessary:
- (a) Bramley Sunnyside JFC Presentation (Saturday 17 May 2025) – To receive debrief notes.
  - (b) Jubilee Field – All-Weather Trail: To receive an update from the site meeting regarding alternative surfacing materials for the proposed footpath.
- 9 **MATTERS RELATING TO THE PARISH** - To consider the following items and decide further action where necessary:
- (a) Woodlaithes Balancing Pond – To receive a maintenance update and any new information.
  - (b) Christmas Lights – To receive and consider a quotation for the installation of new power feed outlets on lighting columns.
  - (c) Community Speed Watch – Information received from South Yorkshire Police.
  - (d) Proposed Housing Development – Land to the East of Moor Lane South.
- 10 **MATTERS RELATING TO THE PARISH HALL** - To consider the following items and decide further action where necessary:
- 11 **MATTERS RELATING TO THE PARISH COUNCIL** - To consider the following items and decide further action where necessary:
- (a) Parish Notice Board Policy – To consider adopting a policy for the management and use of parish notice boards.
- 12 **REPORTS FROM RAVENFIELD ALLOTMENT SOCIETY** - To receive the following items and decide further action where necessary:
- 13 **MATTERS RELATING TO REDROW DEVELOPMENT**
- (a) Highways – To note planned improvement works on Brook Lane (B6093) by Redrow Homes under a s278 Agreement, including temporary traffic measures and road closure 16 June 2025 – 5 October 2025.
- 14 **MATTERS RELATING TO GREEN ITEMS**
- 15 **MATTERS RELATING TO WHITESTONE SOLAR FARM**
- (a) Planning Inspectorate's Scoping Opinion Report.
- 16 **PLANNING**
- (a) To consider the following planning applications:

**RB2025/0684** - 24 The Dell, Sunnyside.  
Erection of boundary fence, gate and trellis  
[Plan Portal](#)

**RB2025/0758** - 5 Barberry Way, Ravenfield.

Proposed Decision Level: Delegated Description and Location: Applicant: Prior Notification for a larger house extension with a 3.15m rear extension, a height of 2.49m to the eaves and overall height of 3.50m.

[Plan Portal](#)

(b) To receive information on any previous planning applications/issues and discuss further action.

17 **EXTERNAL MEETINGS** – To receive information.

18 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS** - To consider the following received items and decide further action where necessary:

(a) Ballot to elect three parish representatives to the Rotherham Standards and Ethics Committee – selection stage.

(b) Rotherham MBC Consultation on Draft Supplementary Planning Documents.

19 **FINANCIAL MATTERS** – To receive and approve the following:

(a) Update on the Council's finances.

(b) Payments to be made.

(c) Year end accounts – To receive the final accounts, approved by the internal auditor.

(d) Public Works Loan Board – To receive the end of year statement.

(e) Community Infrastructure Levy Annual Report 1 April 2024 – 31 March 2025 – To receive the report.

(f) Internal Auditors Report for the period 1 April 2024 to 31 March 2025 - To receive the report and agree any changes to controls that may be necessary.

(g) Annual Governance and Accountability Return (AGAR) – Section 1. To be completed and signed by the Chairman and Clerk.

(h) Accounting Statements for the period 1 April 2024 to 31 March 2025. To consider and approve. The Chairman to sign section 2 of The Annual Governance and Accountability Return (AGAR).

(i) Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return - agree to set the date to advertise the period (suggested dates: Monday 16 June 2025 – Friday 26 July 2025).

20 **DATE AND TIME OF NEXT MEETING**

(a) To confirm the date and time of the next meeting to be held on Thursday 10 July 2025 at 6:30pm

21 **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.

22 **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

23 **CLOSURE OF THE MEETING**

<sup>1</sup> 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 2011 Act). 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).