

## The Minutes of Ravenfield Parish Council

Minutes of the Ravenfield Parish Council meeting held on Thursday 12 September 2024 at 6.30pm in Ravenfield Parish Hall, chaired by the Chairman, Councillor M Jones.

**Present:** Councillors B Callear, K Jay, R Jupp, S Lilley, D Rowley, P Whitworth and G O'Carroll (Clerk).

**In attendance:** Four members of the public were present.

A moment of silence was observed in honour of Margaret Johnson, who served as a Parish Council member for a number of years and made significant contributions to the Ravenfield community.

### 165/24 NON-ATTENDANCE OF COUNCILLORS

- (a) Apologies received from Councillor Jones.
- (b) Councillor Jones was absent from the meeting due to being on holiday. The Council **RESOLVED** to accept this reason for absence.

166/24 **DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS.** None declared.

167/24 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.**

168//24 **PUBLIC PARTICIPATION** – see attached report.

### 169/24 CONFIRMATION OF MINUTES

The Council **RESOLVED** that the minutes of the meeting held on Thursday 11 July 2024 be a true and accurate record of the proceedings.

170/24 **MATTERS ARISING FROM THE MINUTES.**

### 171/24 CORRESPONDENCE

- (a) An email was received from Netmore, requesting permission to install small signal boosters in the area and proposing to place a small connectivity device on the Parish Hall roof or gable end. They offer a fee of £350 per year to cover rental and electricity costs. The Council is open to considering this request but requires further information, including the device's size, type of fixings, and details of other local companies that have agreed to similar installations. The Clerk will also need to consult with the insurance company. The Council's preference is for the device to be installed on the gable end rather than the roof. **Action:** Clerk to gather more information.
- (b) The Rotherham Local Plan – Core Strategy Partial Update was circulated to all Councillors. The Clerk noted that land referenced as being available for development off Allot Close is listed as part of Bramley Parish rather than Ravenfield. **Action:** Clerk to notify Rotherham MBC of this error.
- (c) Additional Item – The Clerk shared positive feedback from the Lost Chord event held on 7 September 2024 at the Parish Hall, with special praise for Neil Pearson for managing the kitchen single-handedly. Councillor Jay provided parishioners with an overview of Lost Chord and highlighted the positive response to the event. It was noted that Rotherham MBC Ward Councillors have agreed to fund the event for an additional 12 months, and Ravenfield Parish Council will offer free Hall hire during this time. After this period, Lost Chord will need to secure sponsorship or funding. The Council thanked Councillor Jay who regularly volunteers at this monthly event.

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## 172/24 MATTERS RELATING TO THE RECREATION GROUNDS

- (a) All-Weather Path at Jubilee Field: The Clerk provided key dates for the FCC Grant Application. The application opens on 18 September 2024 and closes on 20 November 2024. FCC will review all applications over a three-month period, with a decision expected in March/April 2025.  
**Action:** The Clerk will ensure the FCC grant application is submitted before the deadline. The online survey is scheduled to close at the end of September, and the results will serve as supporting evidence for the FCC grant application. The project will also go out for tender, with requests for quotations to include a provision for potential cost increases, as work is not expected to begin until Summer 2025. The Clerk also mentioned discussions with Redrow Homes, who may be able to offer assistance, even if not in monetary terms.
- (b) A section of the perimeter fence of Jubilee Field (Barberry Way entrance) has become fragile and need of repair. Quotation received from C Harper between £250 and £300. To replace the wooden fence post and vertical laps. The Council **RESOLVED** to proceed with the necessary repairs and accepted the estimated costs.
- (c) Hollings Lane Play Area – Scheduled Repair Works: The Clerk provided an update on the planned repairs. HAGS began installing new play area parts this week (commencing 9 September 2024) and the wet pour resurfacing works are set to start the week commencing 23 September 2024.
- (d) Councillor Lilley has repaired the corroded section of the perimeter play area fence. The Council thanked Councillor Lilley for this. The Council has successfully secured assistance from the Community Payback Team to repaint the perimeter fence and two metal benches in the play area. Prior to the meeting, the Clerk obtained approval from Parish Councillors via email to purchase paint at a cost of £615.50 (excluding VAT), which will be reimbursed by Ravenfield Youth Charity. This decision was confirmed at the meeting. The painting is scheduled to begin during the week of 16 September 2024. The Clerk has posted notices informing the public that the play area will be closed during the painting and resurfacing work.
- (e) The play area notice is no longer legible and the contact us telephone information is no longer in use. The Council **RESOLVED** to replace the sign incorporating the new Council website details. The Clerk obtained quotations to replace the sign in Foamex (£42.90 Exc VAT, plus artwork and typesetting fee of £16.50 (Exc VAT) and in Aluminium (£89.50 Exc VAT, plus artwork and typesetting fee of £16.50 (Exc VAT). The Council **RESOLVED** to proceed with the Aluminium option and look to obtain this cost from Ravenfield Youth Charity.
- (f) Rotherham MBC Play Inspectors have reported an accident at the Hollings Lane Play Area involving the swing basket. The report provided limited details but indicated that a bolt had come loose and fallen on a child. On inspection, it was confirmed that a bolt was loose and a plastic cap was missing. The Play Inspectors have **RESOLVED** the issue. The information was noted.
- (g) Additional Item: The Millennium Sign plaque had come loose from the stone base. Councillor Lilley repaired the sign by reframing it and securing it back onto the base. The Council expressed its thanks to Councillor Lilley.

## 173/24 MATTERS RELATING TO THE PARISH

- (a) Ravenfield Tennis Courts: The Council has received notice from Premier Courts that they are no longer managing the Ravenfield Tennis Courts, which have been left open for public use. The Clerk has spoken with Ravenfield Tennis Club, who are interested in discussing the future of the courts with the Council but were unable to attend this meeting. The Council is keen to support the continued use of the courts and would like to explore this further with the trustees of the Tennis Club.  
**Action:** The Clerk will gather as much information as possible to clarify ownership and details about the club, and invite the trustees to attend the next Council meeting.
- (b) Photographs and information have been received from a parishioner regarding the condition of the Woodlathes Balancing Pond. The perimeter path was recently repaired, and grass maintenance, carried out by a subcontractor of Persimmon Homes, has been completed. However, the pond itself is in poor condition, overrun with reeds, and in need of dredging. The Clerk has reported this issue to Persimmon Homes, who have acknowledged that the maintenance is their responsibility and scheduled for winter, but have not yet provided a timeline for the work. Additionally, it has been reported that a couple of perimeter fence bars are missing, making access to the pond easier. The Council noted this information. **Action:** Clerk to continue

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following up with Persimmon Homes.

- (c) Tour of Britain: The event passed through Ravenfield on 5 September 2024. The Council expressed thanks to the residents who decorated the village with bunting, flags, and yellow bikes, as well as to everyone who came out to support the cyclists.
- (d) Additional Item: Damage has occurred on the Woodlathes to Hollings Lane footpath, which runs alongside Wood Close. The newly laid tarmac has been damaged by a fire, suspected to have been caused by a motorbike (according to information posted on Facebook). The incident has been reported to Rotherham MBC Public Rights of Way Officers.

#### 174/24 MATTERS RELATING TO THE PARISH HALL

- (a) South Yorkshire Fire and Rescue conducted a fire safety audit of Ravenfield Parish Hall on 24 July 2024 and confirmed that the Hall complies with all recommended fire safety guidelines. They made two recommendations: to include a condition in the Hall hire agreement prohibiting the use of candles or open flames, and to consider conducting in-house PAT testing to cover all appliances. The Council **RESOLVED** to adopt both of these recommendations.
- (b) The Council **RESOLVED** to adopt the revised Conditions of Hire of Ravenfield Parish Hall (to incorporate prohibiting use of candles and open flames).
- (c) The Council **RESOLVED** to purchase a Portable Appliance Testing (PAT) machine, including labels, in line with South Yorkshire Fire and Rescue's recommendation. The Council **RESOLVED** the Clerk be permitted to spend up to £300.00 to acquire the necessary equipment. The Caretaker will carry out the PAT testing of all appliances, with support from the Clerk in coordinating the process.
- (d) The Parish Hall Wi-Fi supplier (SKY Business) contract expires in September 2024. The current monthly fee is £16.95 for broadband. The Clerk reported that most providers have transitioned to fibre, making it difficult to maintain this price. SKY Broadband plans to raise the monthly fee to £29.95. TalkTalk offers a broadband package with a 12-month contract at a rate of £16.45 per month. The Council **RESOLVED** to switch to TalkTalk on a 12 month contract. **Action:** Clerk to process.

#### 175/24 MATTERS RELATING TO THE PARISH COUNCIL

- (a) The Clerk provided an update on the current progress of the new Parish Council website. Vision ICT has confirmed they have taken control of the domain from Rotherham MBC. A new project lead has been assigned to the website, the Clerk has expressed disappointment with certain aspects, particularly the Community Group page. Vision ICT has acknowledged these concerns and is working to improve the page. Additionally, 4 to 5 high-resolution photographs are still needed for the homepage carousel, as the initial submissions from parishioners were unsuitable due to low resolution. Some sections of the website are also missing information, and the Clerk has agreed to upload the necessary documents once the site is live. **Action:** Obtain a go-live date from Vision ICT. A parishioner in attendance has offered to help source high-resolution photos.  
Vision ICT resolved the gov.uk email account issues earlier this week. The Clerk has asked Councillors to log into their gov.uk email accounts and respond to the test email to confirm access. Once all Councillors have confirmed, the Clerk will arrange for the closure of the current Yahoo email accounts.
- (b) The Council confirmed that the Clerk should attend the Public Transport Advisory Group Meeting on 30 October 2024 and 19 March 2025 and feed back to the Council information obtained.
- (c) The Council nominated that Councillor Jay and Councillor Jupp attend the Bramley and Ravenfield ward CAP meeting on 18 September 2024.
- (d) Council Insurance Renewal 4 August 2024: Three insurance quotes were obtained, and the details were circulated to all Councillors via email. The most affordable option was with Ansvar, offering a three-year renewal price (excluding taxes and inflation costs) of £1,565.64 per year, resulting in an annual saving of £308.61 compared to Zurich. The Council **RESOLVED** to proceed with Ansvar. This information was noted and confirmed by the Council.
- (e) Unfortunately, the Annual Parish Newsletter was not ready in time for this meeting, but is expected to be ready to collect from the printers tomorrow (Friday 13 September 2024). Councillor Jupp has offered to collect the newsletters from the printers and deliver to the Parish Hall. **Action:** Clerk to organise the

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newsletters into distribution batches and arrange collection dates for volunteers to collect from the Parish Hall.

#### 176/24 REPORTS FROM RAVENFIELD ALLOTMENT SOCIETY

- (a) The Council **RESOLVED** to renew the National Allotment Society annual membership (cost £66.00) for a further twelve months.
- (b) An email was received from the Ravenfield Allotment Society requesting financial support to complete the outstanding project for the installation of the final phase of fencing. The Clerk confirmed that no budget had been allocated for this purpose. Councillor Jay mentioned two new grants that may be suitable for this project. **Action:** Councillor Jay will share the grant details with the Chairman of the Ravenfield Allotment Society.

#### 177/24 MATTERS RELATING TO REDROW DEVELOPMENT

Councillor Rowley requested that the Council send a letter to Redrow Homes, asking them to notify the Council when 50 houses have been occupied. **Action:** Clerk to draft and send the letter.

#### 178/24 MATTERS RELATING TO GREEN ITEMS

#### 179/24 PLANNING

- (a) The Council considered the following planning applications:

**RB2024/1033** – Ravenfield Arms, Hollings Lane. Application to vary conditions 02 (to allow the external seating area and enclosed terrace to open to patrons until 23:00 hours), 03 (to allow televisions in the enclosed terrace until 21:00 hours) and 04 (to allow the playing of live or amplified music, or amplified audio outside of the pub or in the enclosed terrace until 21:00 hours) imposed by RB2023/1386.

It was noted that the Council have received correspondence from Rotherham MBC Planning Department that this application has been refused. No further action required at this time.

**RB2024/1056** – 58 Bridgewater Way, Ravenfield. Single storey rear extensions. The Council noted this application, and raised no objection.

**RB2024/1165** – 19 Spencer Drive, Ravenfield. Application to vary condition 02 replacement of drawing no. 3 imposed by RB2022/0190 to include additional windows to side and extended access ramp to front. The Council noted this application, and raised no objection.

#### **Grant of a Premises Licence - The Long bar, Unit 2 Braithwell Road, Ravenfield, Rotherham S65 4LH** **The application seeks consent to allow the:**

- Sale of alcohol, for consumption on & off the premises, on Monday to Friday between 09:00 & 22:30 hours; on Saturday between 09:00 & 23:30 hours and on Sunday between 09:00 & 17:30 hours.
- Provision of recorded music, inside only, on Monday to Friday between 09:00 & 23:00 hours; on Saturday between 09:00 & 00:00 hours and on Sunday between 09:00 & 18:00 hours.
- Provision of Late-Night Refreshment, for consumption on the premises, on Saturday between 23:00 & 23:30 hours.

The Council **OBJECTS** to the premises licence for this application on the grounds of anticipated severe parking issues. The plans show seating for 38 people, but the existing parking facilities cannot accommodate this number of customers, which would hinder access to other local businesses and properties as customer park in residential areas.

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Additionally, there is no need for the increased sale of alcohol in the area, especially since there are already two public houses and alcohol available at the supermarket. There are also concerns that the business operates as a micro pub more so than a coffee shop.

**Action:** The Clerk will submit an objection.

(b) The Council received information of the following previous planning applications/issues and discussed further action.

**RB2024/0354** – 6 St James View, Ravenfield. Demolition of existing and erection of new detached residential dwelling.

Application **REFUSED** on 12 July 2024

This information was noted.

**RB2024/1033** – Ravenfield Arms, Hollings Lane. Application to vary conditions 02 (to allow the external seating area and enclosed terrace to open to patrons until 23:00 hours), 03 (to allow televisions in the enclosed terrace until 21:00 hours) and 04 (to allow the playing of live or amplified music, or amplified audio outside of the pub or in the enclosed terrace until 21:00 hours) imposed by RB2023/1386.

Application **REFUSED** and **Authorised Enforcement Action** on 22 August 2024

This information was noted.

#### 180/24 **EXTERNAL MEETINGS**

Councillor Jupp and Councillor Rowley attended the South Yorkshire Branch Meeting held on 19 June 2024.

#### 181/24 **YORKSHIRE LOCAL COUNCILS' ASSOCIATIONS**

The Council have no suggested topics of interest to raise at the South Yorkshire Branch Meeting, to be held on 23 October 2024.

#### 182/24 **FINANCIAL MATTERS**

- (a) Update on Council's finances. Thanks was paid for the grant of £309.50 received from Ward Councillors towards the mini pantomime and refreshments. The information was noted and approved.
- (b) Payments to be made were approved.
- (c) Annual Governance & Accountability Return - External auditors report and certificate received. No recommendations or comments made.
- (d) Annual Governance & Accountability Return - Notice of conclusion of audit was displayed on 8 August 2024.

#### 183/24 **DATE AND TIME OF NEXT MEETING**

- (a) The date and time of the next meeting was confirmed as Thursday 10 October 2024 at 6.30pm, to be held in the Parish Hall.

#### 184/24 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

- (a) To set the date of the Staffing Committee Meeting.
- (b) Remembrance Service, and laying of wreath.

#### 185/24 **EXCLUSION OF THE PRESS AND PUBLIC**

It was moved that under Section 100(A)4 of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006, information relates to finance and business affairs. It was moved that under Section 100(A)4 of the Local Government Act 1972 the public be excluded from

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the meeting for the following items of business due to the confidential nature of the business to be transacted.

186/24 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.**

187/24 **CLOSURE OF MEETING**

The meeting was closed at 8:12pm.

**Chairman Signed:** \_\_\_\_\_ **Date: 12 September 2024**

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**Ravenfield Parish Council**

**Public Participation 12 September 2024**

No members of the public wished to raise or discuss any issues.

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## **Ravenfield Parish Council**

*Ravenfield Parish Council It was moved that under Section 100(A)4 of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006, information relates to finance and business affairs. It was moved that under Section 100(A)4 of the local government act 1972 the public be excluded from the meeting for the following items of business due to the confidential nature of the business to be transacted.*

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# RAVENFIELD YOUTH CHARITY

Registered Charity No. 523806

## Ravenfield Parish Council

Ravenfield Parish Hall  
Birchwood Drive  
Ravenfield  
Rotherham  
S65 4PT

Email: [ravenfieldparishcouncil@yahoo.com](mailto:ravenfieldparishcouncil@yahoo.com)

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## The Minutes of Ravenfield Youth Charity

### 12 September 2024

Minutes of the Ravenfield Youth Charity meeting held on Thursday 12 September 2024 in Ravenfield Parish Hall, chaired by Councillor David Rowley.

Commenced at: 8:12pm

**Present:** Councillors B Callear, K Jay, R Jupp, S Lilley, D Rowley, P Whitworth and G O'Carroll (Clerk).

#### 1. APOLOGIES

Apologies received from Councillor Jones.

#### 2. HOLLINGS LANE PLAY AREA

- (a) The Community Payback Team has agreed to repaint the perimeter fence and two metal benches in the play area with no labour costs, but materials must be supplied. The paint cost £615.50 (Exc VAT) and was purchased by Ravenfield Parish Council. Ravenfield Youth Charity **RESOLVED** to cover this cost and will reimburse Ravenfield Parish Council. (Reimbursement will be actioned once the signatories of the bank account have been successfully updated).
- (b) The play area notice is no longer legible and the contact us information is no longer in use. The Council **RESOLVED** to replace the sign incorporating the new Council website details in Aluminium (£89.50 Exc VAT, plus artwork and typesetting fee of £16.50 (Exc VAT). Ravenfield Youth Charity **RESOLVED** to cover this cost and will reimburse Ravenfield Parish Council. (Reimbursement will be actioned once the signatories of the bank account have been successfully updated).

#### 3. HSBC – BANK ACCOUNT

- (a) The Clerk wrote to HSBC to advise following the recent Local Government elections, there was a change to the Council's composition. Parish Councillors serve as the trustees for the HSBC bank account and therefore the signatories would need to be changed to reflect this. Details of all new signatories were provided. HSBC responded to the letter requesting a new mandate be completed. All Councillors present completed and signed the new mandate. **Action:** Clerk to obtain Councillor Jones complete the mandate on her return from holiday, and arrange the return of the mandate.

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**(b) CLOSURE OF THE MEETING**

The meeting was closed at 8:36pm

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