

The Minutes of Ravenfield Parish Council

Minutes of the Ravenfield Parish Council meeting held on Thursday 12 June 2025 at 6.30pm in Ravenfield Parish Hall, chaired by the Chairman, Councillor Rowley.

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

In attendance: Five members of the public were present.

117/25	NON-ATTENDANCE OF COUNCILLORS
(a)	To receive and note apologies from Councillors who are unable to attend the meeting.
	Councillor Callear was absent, and no apologies for absence had been received.
(b)	To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.
	No reasons of absence had been received from Councillor Callear.
118/25	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.
	Councillor Jay declared a pecuniary interest in agenda item 7 (b) Friendship Group – Request to consider waiving the hall hire fee for a community event (Saturday 30 August 2025), as a member of Friendship Group.
(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.
	No pecuniary interests declared.
119/25	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)).
	No items identified.
120/25	PUBLIC PARTICIPATION (see attached report)
121/25	CONFIRMATION OF MINUTES
	To receive and confirm the minutes of the Council meeting held in Ravenfield Parish Hall on Thursday 12 June 2025 (attached).
	The Council RESOLVED that the minutes of the meeting held on Thursday, 12 June 2025, be approved as a true and accurate record of the proceedings. It was noted that there was an error in the list of attendees, as Councillor Callear was incorrectly listed, and Councillor Lilley was missing.

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	Action: Clerk to amend the minutes accordingly. The Chairman will sign off on the revised version at the next Council meeting.
122/25	MATTERS ARISING FROM THE MINUTES
	To note any matters arising from the minutes of the last Council meeting.
	Public Participation – 8 May 2025 Meeting – Clerk’s Updates: <ol style="list-style-type: none"> Footpath off Hollings Lane (adjacent to Wood Close / opposite Ravenfield Arms): Rotherham MBC Public Rights of Way Officer advised that a radar padlock is being sourced to replace the missing one, following concerns it may have been removed due to bike-related issues. Tie wraps will be removed and the padlock replaced once available. Pingle Lane (Old Ravenfield): The gate has been in place some time and deter off-road bikes. Rotherham MBC has received no recent complaints and notes the gate’s effectiveness in reducing illegal off road bike activity. Garden Lane (Old Ravenfield): Rotherham MBC confirmed that a "Sharp Bend" and "Single Track Road" sign will be installed imminently. It was also noted that a "Horse Ridden" sign may need to be funded from next year’s budget. The Clerk will raise this request at the next CAP meeting.
123/25	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. <p>Allotment tenant holders present reported incidents of young children throwing stones towards them. The Council discussed a request to resurface the track but confirmed that there are currently no funds in the budget for this work.</p> <p>The Council advised that the incidents should be reported to the police and encouraged allotment holders and members of the public to report any future occurrences, including specific dates and times. This information may assist the police in identifying patterns and hopefully can speak with the children concerned.</p>
(b)	Friendship Group – Request to consider waiving the hall hire fee for a community event (Saturday 30 August 2025). <p>Councillor Jay, a member of the Friendship Group, informed the Council that the group has secured funding to create a Well Dressing. They intend to involve the wider community in the project and invite visitors to return to the Hall afterwards for refreshments (tea and coffee).</p> <p>The Council RESOLVED that there be no charge for hire of the Hall for this event on Saturday 30 August 2025.</p>
(c)	Ravenfield Old Village Garden Society – Request for donation to support maintenance and enhancement of planted areas and grass verges. <p>The Council reviewed the submitted grant application form Ravenfield Old Village Garden Society and RESOLVED to grant a total sum of £400.00.</p>

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124/25	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.
	<p>The Council noted the debrief notes and thanked Bramley Sunnyside JFC event organiser for providing the information.</p> <p>The Council raised no concerns regarding the event taking place again next year and noted the provisional date of Saturday 16 May 2026. It was emphasised that the event application must be submitted in a timely manner and in accordance with the Council's Events Policy.</p>
(b)	Jubilee Field – All-Weather Trail: To receive an update from the site meeting regarding alternative surfacing materials for the proposed footpath.
	<p>Councillors Rowley, Councillor Whitworth and the Clerk, met with representatives from Keystone Yorkshire at Jubilee Field on 15 May 2025 to discuss alternative surfacing options for the proposed footpath, taking into consideration the clay soil conditions of the site.</p> <p>Tarmac was confirmed as the preferred material due to its durability, ease of maintenance, and better suitability for public use. Tarmac would provide a cleaner surface underfoot and improved safety for wheelchair users and those with limited mobility. Alternative materials such as compacted gravel and Hexa-pave were discussed, and would be slightly cheaper, however the ground preparation requirements are similar to those for tarmac, and the lifespan of these alternative materials is significantly shorter, which may lead to more costs in the long term.</p> <p>A proposal was made to divide the project into two phases and submit two separate grant applications to increase the likelihood of securing the necessary funding.</p> <p>The Council RESOLVED that a phased approach be adopted. Action: The Council instructed the Clerk to explore this option further and proceed with the preparation of a grant application.</p>
125/25	MATTERS RELATING TO THE PARISH - To consider the following items and decide further action where necessary:
(a)	Woodlathes Balancing Pond – To receive a maintenance update and any new information.
	<p>The pond is now heavily overgrown with reeds and requires full dredging in accordance with the agreed maintenance schedule. The perimeter fence remains unrepaired, with two separate sections missing bars that require welding.</p> <p>Action: Clerk to remind Persimmon Homes of their maintenance responsibilities, highlight the current issues, and request that the necessary work be carried out. It was noted that both Yorkshire Water and Rotherham MBC have confirmed they are monitoring the maintenance of the site.</p>
(b)	Christmas Lights – To receive and consider a quotation for the installation of new power feed outlets on lighting columns.
	<p>A quotation was received from Acorn Lighting Services (approved Rotherham MBC contractor), for the replacement of all power feed outlets on the lighting columns at the Ravenfield Crossroads. The new design has been engineered to prevent water ingress, which has been identified as a recurring issue with the existing fittings. The quoted cost is £150.00 (excluding VAT) per column, with a total of 8 columns requiring replacement.</p> <p>The Council RESOLVED all power feed outlets be replaced, with the cost to be funded from CIL monies.</p>

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	Action: The Clerk was instructed to place the order with Acorn Lighting and liaise with Rotherham MBC to arrange for the works to be carried out.
(c)	Community Speed Watch – Information received from South Yorkshire Police.
	At the time of publishing the agenda, the Council had been informed that four volunteers had come forward to form a Community Speed Watch group. The Clerk has since received notification that three of the volunteers have withdrawn, meaning the scheme is currently unable to proceed.
(d)	Proposed Housing Development – Land to the East of Moor Lane South.
	Ward Councillor Duncan was in attendance and confirmed that the land in question is neither designated as safeguarded land or included within the current Rotherham Local Plan. It was noted that the Local Plan is scheduled for review and refresh in 2028. Concerns were raised about existing traffic pressures in the area, including congestion at the Bramley mini-roundabout and the volume of traffic using Ravenfield as a through-route to Maltby. Ravenfield village is already struggling to cope with current traffic levels, and any further development would exacerbate these issues.
126/25	MATTERS RELATING TO THE PARISH HALL - To consider the following items and decide further action where necessary:
127/25	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.
	The Council RESOLVED to adopt the Parish Notice Board policy.
(b)	Additional Item: Ward Councillors’ contribution towards funding the Christmas Mini Pantomime – Red Riding Hood.
	The Clerk informed the Council that Ward Councillors have awarded a grant of £341.00 to support the costs of the Christmas mini pantomime and associated refreshments. The Council thanked Ward Councillor Duncan, who was present at the meeting, for the contribution.
128/25	REPORTS FROM RAVENFIELD ALLOTMENT SOCIETY - To receive the following items and decide further action where necessary:
129/25	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.
	The Council noted this information. Concern was raised that local drivers may avoid official diversion routes and instead use nearby residential roads. This could lead to increased traffic and potential safety issues, especially during the school summer holidays when more children are likely to be playing outside.

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130/25	MATTERS RELATING TO GREEN ITEMS
131/25	MATTERS RELATING TO WHITESTONE SOLAR FARM
(a)	Planning Inspectorate's Scoping Opinion Report.
	The information was noted.
132/25	PLANNING
(a)	To consider the following planning applications:
	RB2025/0684 - 24 The Dell, Sunnyside. Erection of boundary fence, gate and trellis Plan Portal
	The Council noted the application and raised no objection or comment.
	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
	The Council noted the application and raised no objection or comment.
(b)	To receive information on any previous planning applications/issues and discuss further action.
133/25	EXTERNAL MEETINGS – To receive information.
	Councillors Rowley, Councillor Whitworth and the Clerk, met with representatives from Keystone Yorkshire at Jubilee Field on 15 May 2025 to discuss alternative surfacing options for the proposed footpath.
134/25	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.
	The Council selected two parish representatives. Action: The Clerk will submit the ballot paper.
(b)	Rotherham MBC Consultation on Draft Supplementary Planning Documents.
	The Council received and noted this information.
135/25	FINANCIAL MATTERS – To receive and approve the following:
(a)	Update on the Council's finances
	The Council noted and approved.
(b)	Payments to be made

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	The Council RESOLVED that the payments, as presented, be approved and made accordingly. The Council also RESOLVED to remove the hand sanitiser unit from the Eden Washroom annual contract, as it does not appear to be used by visitors.
(c)	Year end accounts – To receive the final accounts, approved by the internal auditor.
	The Council RESOLVED to approve the year-end accounts which were circulated prior to the meeting, and certified by the Clerk (Responsible Financial Officer).
(d)	Public Works Loan Board – To receive the end of year statement.
	The Council received and noted the end-of-year statement from the Public Works Loan Board.
(e)	Community Infrastructure Levy Annual Report 1 April 2024 – 31 March 2025 – To receive the report
	The Council received and noted the Community Infrastructure Levy Annual 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.
	The Council received and noted the internal auditors report.
(g)	Annual Governance and Accountability Return (AGAR) – Section 1. To be completed and signed by the Chairman and Clerk.
	The Chairman and Clerk signed Section 1 of the Annual Governance and Accountability Return.
(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).
	The Chairman and Clerk signed Section 2 of the Annual Governance and Accountability Return.
(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).
	The Council RESOLVED to set the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return date period as: Monday 16 June 2024 – Friday 26 July 2024.
136/25	DATE AND TIME OF NEXT MEETING
(a)	To confirm the date and time of the next Parish meeting, Thursday 10 July 2025 at 6:30pm.
	It was RESOLVED that the next ordinary meeting of Ravenfield Parish Council will be the Parish meeting held on Thursday 10 July 2025 at 6:30pm.
137/25	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.
	Annual Parish Newsletter.
138/25	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

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139/25	CLOSURE OF THE MEETING
	The meeting was closed at 8:26pm.

Chairman Signed: _____ **Date:** 12 June 2025

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Public Participation 12 June 2025

A parishioner thanked the Council for displaying the poster promoting the Thornberry Animal Sanctuary fundraising event on local notice boards. It was also noted that the event was well attended.

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