

The Minutes of Ravenfield Parish Council

Minutes of the Ravenfield Parish Council meeting held on Thursday 9 July 2026 at 6.30pm in Ravenfield Parish Hall. The meeting was opened and Chaired by Councillor Rowley.

Present: Councillors, K Jay, R Jupp, S Lilley, D Rowley, P Whitworth and G Needes (Clerk).

In attendance: Five members of the public were present.

140/26	NON-ATTENDANCE OF COUNCILLORS
(a)	To receive and note apologies from Councillors who are unable to attend the meeting.
	Apologies received from Councillor Callear and Councillor Jones.
(b)	To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.
	Apologies for absence were received from Councillors Callear and Jones, who were both away. The Council RESOLVED to accept the apologies and approve the reasons for absence.
141/26	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.
	No pecuniary interests declared.
(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.
142/26	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)).
	Agenda Item 11 (a)- Jubilee Field – To receive updates regarding potential land encroachment.
143/26	PUBLIC PARTICIPATION (see attached report)
144/26	CONFIRMATION OF MINUTES
	To receive and confirm the minutes of the Council meeting held in Ravenfield Parish Hall on Thursday 11 June (attached).
	The Council RESOLVED that the minutes of the meeting held on Thursday 11 June 2026, be approved as a true and accurate record of the proceedings.
145/26	MATTERS ARISING FROM THE MINUTES

Chairman Initial: _____ Date: 10 September 2026

146/26	CORRESPONDENCE – To receive the following items and decide further action where necessary:
(a)	Additional Item - Moor Lane South – to consider a request for a pedestrian crossing.
	The Council considered a request from a resident for a zebra crossing on Moor Lane South, close to the junction with Spencer Drive, due to concerns regarding pedestrian safety and the volume of traffic using the road. The request highlighted the number of residents crossing at this location, particularly families with young children accessing the nearby nursery, and asked that consideration be given to a traffic and pedestrian survey. The Clerk advised that she had contacted Marc Hill at Rotherham MBC for advice and would report back once a response had been received.
(b)	Moor Lane North – hedge encroachment onto pavement.
	The Clerk and Councillor Rowley advised that they had both spoken with a resident regarding concerns about overgrown hedges on Moor Lane North, which were restricting the width of the pavement. Particular concern was raised as the pavement is the route to the primary school and the reduced width is a potential safety issue. The Clerk confirmed that she had previously reported the matter to Rotherham MBC and had continued to chase for action. The resident had also reported the matter directly to Rotherham MBC and contacted the Ward Councillors.
147/26	MATTERS RELATING TO THE RECREATION GROUNDS – To consider the following items and decide further action where necessary:
(a)	Jubilee Field – To receive updates regarding potential land encroachment.
	The Council noted that there had been no further developments. The Clerk and Councillor Rowley have been in contact with YLCA and are awaiting a further update regarding the solicitor's response.
(b)	Additional Item. Hollings Lane – complaint regarding parking during football hire.
	The Clerk reported that an additional football team had been using the pitch without a booking, resulting in increased parking and complaints from Hollings Lane residents. The Clerk was attempting to identify the team and confirmed that the Council's policy is to hire the pitch to one team at a time.
148/26	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.
	The Clerk advised that the original pond specification had been obtained, confirming a normal water depth of 0.75m and a maximum level of 1.75m. It was noted that the pond requires appropriate maintenance to control reed growth. The outstanding fence rail repair, originally promised for 27 May, had still not been completed. The Clerk confirmed that she had chased Persimmon Homes, who were following this up with their contractor.
(b)	Street Lighting Attachments – Review of current position and consideration of action.
	The Clerk advised that there had been no further update.
(c)	Hollings Lane, Damaged Knee Rail Posts -To receive information.

Chairman Initial: _____ Date: 10 September 2026

	The Clerk advised that attempts to contact the former Ward Councillor believed to have been involved with the installation of the knee rails had been unsuccessful. Rotherham MBC had confirmed that they did not install them. It was noted that some steel rails had been damaged by vehicles and the wooden rails have rotten. Action: Clerk to investigate further and retain as an agenda item.
(d)	Rotherham MBC Community Governance Review 2026 – To consider arrangements for publicising the review within the village.
	The Clerk confirmed that paper copies of the consultation forms had been obtained and distributed to key locations within the village, including the GP surgery, Ravenfield Stores, Coral Chip Shop, The Cavalier and the Parish Hall.
149/26	MATTERS RELATING TO THE PARISH HALL - To consider the following items and decide further action where necessary:
	No matters raised.
150/26	MATTERS RELATING TO THE PARISH COUNCIL - To consider the following items and decide further action where necessary:
(a)	Annual Parish Newsletter – to discuss content, distribution arrangements and printing costs.
	The Clerk confirmed that the printing cost remained the same as the previous year at £985. The Council RESOLVED to accept the quotation. The list of articles to be included was approved, with all reports and content to be provided to the Clerk by 12 August 2026.
(b)	South Yorkshire Pensions Association – Direct Debit Mandate.
	The Clerk advised that South Yorkshire Pensions Authority had requested a wet-signed copy of the Direct Debit Mandate. The mandate was signed by Councillors Rowley and Councillor Jay.
(c)	Additional Item - Insurance Renewal due August 2026.
	The Clerk advised that the insurance renewal quotation had been received on 9 July. The Council is currently within a three-year agreement, with the renewal premium being £1,591.56, an increase of £42.11. The Council noted the information and agreed that the renewal be included as a formal agenda item at the next meeting for approval.
(d)	Additional Item – The National Allotment Society Renewal – due August 2026.
	The Clerk advised that the National Allotment Society membership renewal was due in August 2026. The Council confirmed that it wished to renew the membership and agreed that this be included as a formal agenda item at the next meeting for approval.
151/26	REPORTS FROM RAVENFIELD ALLOTMENT SOCIETY - To receive the following items and decide further action where necessary:
152/26	MATTERS RELATING TO REDROW DEVELOPMENT
	No matters raised.
153/26	MATTERS RELATING TO GREEN ITEMS

Chairman Initial: _____ Date: 10 September 2026

	No matters raised.
154/26	MATTERS RELATING TO WHITESTONE SOLAR FARM
	The Council noted that the meeting hosted by Oliver Coppard coincided with the Parish Council meeting, preventing Council representation. It was also noted that the application had been submitted to the Planning Inspectorate on 10 June 2026. The Clerk advised that Whitestone would be hosting a webinar on Monday 20 July at 6.00pm to provide further information on the application and answer questions. Action: Councillors to attend where possible.
155/26	PLANNING
(a)	To consider the following planning applications:
	RB2026/0811 - Springfield Moor Lane North Ravenfield Application for Lawful Development certificate re: Erection of car port. Plan Portal
	The Council noted the application and raised no objections or comments.
	The Council RESOLVED to consider the additional planning applications received following publication of the agenda, as there would be no meeting in August.
	<u>Additional Planning Application:</u> RB2026/0907 – 6 St James View, Ravenfield. Application to undertake works to trees within Ravenfield Conservation Area Plan Portal
	The Council noted the application and raised no objections or comments.
	<u>Additional Planning Application:</u> RB2026/0867 – Astra 8 Garden Lane, Ravenfield. Erection of single storey side extensions, reconstruction of roof including increase of roof height forming habitable rooms in roof space and replacement of hipped roof to gable on the eastern end and associated works including changes to external materials. Plan Portal
	The Council noted the application and raised no objections or comments.
(b)	To receive information on any previous planning applications/issues and discuss further action.
	TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78 Ravenfield Arms 30, Hollings Lane, Ravenfield Application to vary conditions 02 (hours of use of external area) and 03 (use of television screens externally in covered area) imposed by RB2023/1386 RB2026/0412 Ravenfield Arms
	The Council RESOLVED to submit an objection to the appeal, consistent with the objections previously submitted in relation to the relevant RMBC planning applications. Action: Clerk.

Chairman Initial: _____ Date: 10 September 2026

	Additional: RB2026/0730 - Land at Moor Lane South, Ravenfield. (David Wilson Homes). Display of illuminated signage. Plan Portal																																																																	
	The Council noted that planning permission had been granted subject to a condition requiring the illuminated lighting to be switched off between 9.00pm and 8.00am.																																																																	
156/26	EXTERNAL MEETINGS – To receive information.																																																																	
	No external meetings were reported.																																																																	
157/26	YORKSHIRE LOCAL COUNCILS ASSOCIATIONS - To consider the following received items and decide further action where necessary:																																																																	
	Councillor Rowley requested approval to attend the YLCA Talking Tables event on 30 September 2026 at a cost of £105.00. The Council RESOLVED to approve the attendance and associated cost.																																																																	
158/26	FINANCIAL MATTERS – To receive and approve the following:																																																																	
(a)	Update on the Council's finances																																																																	
	The Council noted and approved the Council's finances.																																																																	
(b)	Payments to be made																																																																	
	The Council RESOLVED that the payments, as presented, be approved and made accordingly. <table><tr><th>Payment Ref.</th><th>Supplier</th><th>Net</th><th>VAT</th><th>Total</th></tr><tr><td>Staff Costs</td><td></td><td>£2,288.09</td><td></td><td>£2,288.09</td></tr><tr><td>Accounting Software</td><td>Scribe Accounts</td><td>£37.00</td><td>£7.40</td><td>£44.40</td></tr><tr><td>Grounds Maintenance</td><td>Rotherham MBC</td><td>£344.88</td><td>£68.98</td><td>£413.86</td></tr><tr><td>Broadband</td><td>Sky Business</td><td>£22.95</td><td>£4.59</td><td>£27.54</td></tr><tr><td>Website Hosting</td><td>Vision ICT Ltd</td><td>£225.00</td><td>£45.00</td><td>£270.00</td></tr><tr><td>Parish Hall - Fascia & Dry Verge</td><td>DG Doors & Windows Ltd</td><td>£1,216.67</td><td>£243.33</td><td>£1,460.00</td></tr><tr><td>Utilities - Gas</td><td>E.On</td><td>£16.65</td><td>£0.83</td><td>£17.48</td></tr><tr><td>Utilities - Electricity</td><td>E.On</td><td>£85.63</td><td>£4.28</td><td>£89.91</td></tr><tr><td>Office Costs</td><td></td><td>£30.00</td><td></td><td>£30.00</td></tr><tr><td>Telephone</td><td>Currys Group Limited</td><td>£4.17</td><td>£0.83</td><td>£5.00</td></tr><tr><td>Bank Fees</td><td>Unity Trust Bank</td><td>£7.00</td><td></td><td>£7.00</td></tr><tr><td></td><td>Total</td><td>£4,278.04</td><td>£375.24</td><td>£4,653.28</td></tr></table>	Payment Ref.	Supplier	Net	VAT	Total	Staff Costs		£2,288.09		£2,288.09	Accounting Software	Scribe Accounts	£37.00	£7.40	£44.40	Grounds Maintenance	Rotherham MBC	£344.88	£68.98	£413.86	Broadband	Sky Business	£22.95	£4.59	£27.54	Website Hosting	Vision ICT Ltd	£225.00	£45.00	£270.00	Parish Hall - Fascia & Dry Verge	DG Doors & Windows Ltd	£1,216.67	£243.33	£1,460.00	Utilities - Gas	E.On	£16.65	£0.83	£17.48	Utilities - Electricity	E.On	£85.63	£4.28	£89.91	Office Costs		£30.00		£30.00	Telephone	Currys Group Limited	£4.17	£0.83	£5.00	Bank Fees	Unity Trust Bank	£7.00		£7.00		Total	£4,278.04	£375.24	£4,653.28
Payment Ref.	Supplier	Net	VAT	Total																																																														
Staff Costs		£2,288.09		£2,288.09																																																														
Accounting Software	Scribe Accounts	£37.00	£7.40	£44.40																																																														
Grounds Maintenance	Rotherham MBC	£344.88	£68.98	£413.86																																																														
Broadband	Sky Business	£22.95	£4.59	£27.54																																																														
Website Hosting	Vision ICT Ltd	£225.00	£45.00	£270.00																																																														
Parish Hall - Fascia & Dry Verge	DG Doors & Windows Ltd	£1,216.67	£243.33	£1,460.00																																																														
Utilities - Gas	E.On	£16.65	£0.83	£17.48																																																														
Utilities - Electricity	E.On	£85.63	£4.28	£89.91																																																														
Office Costs		£30.00		£30.00																																																														
Telephone	Currys Group Limited	£4.17	£0.83	£5.00																																																														
Bank Fees	Unity Trust Bank	£7.00		£7.00																																																														
	Total	£4,278.04	£375.24	£4,653.28																																																														
159/26	DATE AND TIME OF NEXT MEETING																																																																	
(a)	To confirm the date and time of the next Parish meeting, Thursday 10 September 2026 at 6:30pm.																																																																	
	The Council RESOLVED that the next ordinary meeting of Ravenfield Parish Council will be held on Thursday 10 September 2026 at 6:30pm.																																																																	

Chairman Initial: _____ Date: 10 September 2026

160/26	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.
	Old Ravenfield - Noticeboard
161/26	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
162/26	CLOSURE OF THE MEETING
	The meeting was closed at 8:10pm

Chairman Signed: _____ **Date:** 10 September 2026

Chairman Initial: _____ Date: 10 September 2026

Ravenfield Parish Council

Public Participation 9 July 2026

Jubilee Field – Materials and Structures

A resident reported that children had been bringing materials onto Jubilee Field for the purpose of building structures in the trees. It was noted that leaving such materials on the field may constitute fly-tipping. The resident also advised that they had been in communication with the children's parents following an allegation concerning a bag containing money.

The Council **RESOLVED** that notices be placed at all three entrances to Jubilee Field advising that materials must not be brought onto or left on the field and that structures must not be built. The notices should emphasise that Jubilee Field is an open space for the whole community to enjoy. **Action:** Clerk.

Chairman Initial: _____ Date: 10 September 2026