The Minutes of Ravenfield Parish Council

Minutes of the Ravenfield Parish Council meeting held on Thursday 8 October 2026 at 6.30pm in Ravenfield Parish Hall. The meeting was opened and Chaired by Councillor Callear.

Present: Councillors, B Callear (Chair), S Lilley (Vice-Chair) K Jay, M Jones, R Jupp, D Rowley, P Whitworth and G Needes (Clerk).

In attendance: Three members of the public were present.

186/26	**NON-ATTENDANCE OF COUNCILLORS**
(a)	**To receive and note apologies from Councillors who are unable to attend the meeting.**
	No apologies for absence were received, all Councillors were present. Ward Councillor Reynolds attended to offer his apologies, as he was unable to remain for the meeting due to a prior engagement.
(b)	**To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.**
	Not applicable, all Councillors were present.
187/26	**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.
188/26	**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 8 (a)- Jubilee Field – To receive updates regarding potential land encroachment. Agenda Item 8 (b) – Jubilee Field - To consider concerns regarding possible tree-related damage to a neighbouring property.
189/26	**PUBLIC PARTICIPATION** (see attached report)
190/26	**CONFIRMATION OF MINUTES**
	To receive and confirm the minutes of the Council meeting held in Ravenfield Parish Hall on Thursday 10 September 2026 (attached).

Chairman Initial: _____ Date: 12 November 2026

	The Council **RESOLVED** that the minutes of the meeting held on Thursday 10 September 2026, be approved as a true and accurate record of the proceedings. **Proposed:** Councillor Whitworth **Seconded:** Councillor Callear
191/26	**MATTERS ARISING FROM THE MINUTES**
	Minute reference 169/26 (c) - Councillor Lilley had reinstalled the signs at the entrances to Jubilee Field using bolts to deter vandalism. A resident returned the signs, which had been forcibly removed and damaged beyond further use. The Council expressed disappointment at the repeated vandalism of Council property and **RESOLVED** not to replace the signs.
192/26	**CORRESPONDENCE** – To receive the following items and decide further action where necessary:
(a)	**Hollings Lane – Land Ownership, Tree Works and Planning Application RB2025/0052**
	A resident raised concerns and complain regarding works being carried out in connection with planning application RB2025/0052, alleging that the works were being undertaken without the necessary consent. The Council have reviewed the email correspondence and consider the issues raised to be a civil matter, in which the Council is unable to intervene or provide assistance.
(b)	**Spencer Drive/Moor Lane South – Parking and Highway Safety Concern.**
	A resident raised concerns regarding vehicles parking on the grass verge at the corner of Spencer Drive, restricting visibility for motorists entering Moor Lane South and creating a potential highway safety hazard. Ward Councillor Duncan who was present at the meeting, agreed to discuss with Rotherham MBC Highways to clarify the Council's policy on parking on grass verges and report back on the matter.
193/26	**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.**
	No further information was available to report. A timeframe has been provided for the land to be reinstated. The Council will review the matter if the land has not been restored to its original condition.
(b)	**Jubilee Field - To consider concerns regarding possible tree-related damage to a neighbouring property.**
	The Council confirmed receipt of a structural surveyor's report relating to concerns about potential tree-related damage to a neighbouring property. The Council **RESOLVED** to obtain an independent tree surveyor's report to assess the matter further and review the findings before determining any necessary action. **Action:** Clerk.
194/26	**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.**

	A resident reported that they had written to Persimmon Homes regarding the ongoing maintenance concerns and had received a response advising that a further update would be provided following the company's meeting in September. The Clerk confirmed that correspondence had been sent to Philip Horsfield at Rotherham MBC Legal Services seeking advice and assistance, but no response had been received to date. Ward Councillor Duncan advised that she had also contacted Rotherham MBC and had received confirmation that a letter would be arranged to Persimmon Homes reminding the company of its obligations.
(b)	**Hollings Lane, Damaged Knee Rail Posts -To receive information.**
	The Clerk presented a map provided by Rotherham MBC identifying areas under its management and locations where knee rails were absent. Rotherham MBC advised that the knee rails were not installed or maintained by them. The Council dispute this. The Council **RESOLVED** that the Clerk contact Ogden's, the landowners where the knee rails are situated, to highlight the associated safety concerns and request their assistance in resolving the matter. **Action:** Clerk.
(c)	**Old Ravenfield Noticeboard – To consider replacement, pending feedback from local groups and residents.**
	Ravenfield Old Village Garden Society has been contacted to seek its assistance in gathering the views of Old Ravenfield residents regarding the proposed replacement noticeboard. The Society advised that the matter would be discussed at its forthcoming Annual General Meeting (AGM), with feedback to follow.
(d)	**Lamppost Poppies – To consider arrangements for installation and removal.**
	The Clerk confirmed that a Memorandum of Understanding had been submitted to Rotherham MBC seeking permission to install the lamppost poppies, with a response awaited. Installation was planned for the weekend of 24 and 25 October 2026, with volunteers to meet at the Parish Hall on 24 October at 10.00am. Councillors Jay and Lilley agreed to coordinate the arrangements, and the Clerk was asked to advertise for volunteers. It was noted that poppies would also be displayed in Old Ravenfield on the same dates, a local resident has offered to assist. **Action:** Clerk – To advertise for volunteers.
(e)	**Remembrance Service, Sunday 8 November – To consider arrangements.**

	The Council agreed that the Remembrance Service would follow the usual format, commencing at 10.45am on Sunday 8 November 2026 at the War Memorial Stone on Moor Lane North. Councillor Callear agreed to lay a wreath on behalf of the Parish Council. Councillor Jay agreed to serve refreshments at the Parish Hall following the service. **Action:** Clerk – To contact St James Church to confirm arrangements for a speaker at the service, purchase biscuits and milk, and prepare a donation box for contributions to the Royal British Legion.
195/26	**MATTERS RELATING TO THE PARISH HALL -** To consider the following items and decide further action where necessary:
	No matters raised.
196/26	**MATTERS RELATING TO THE PARISH COUNCIL -** To consider the following items and decide further action where necessary:
	No matters raised.
197/26	**REPORTS FROM RAVENFIELD ALLOTMENT SOCIETY** - To receive the following items and decide further action where necessary:
	No items received.
198/26	**MATTERS RELATING TO REDROW DEVELOPMENT**
(a)	**Planning/Enforcement Matter – Ongoing concerns regarding development works.**
	Residents reported receiving no responses to complaints submitted directly to David Wilson/Redrow Homes and Rotherham MBC. The Clerk confirmed that the Manager of the Enforcement Team at Rotherham MBC had been contacted and had agreed to arrange for an officer to attend a site meeting with residents and the Parish Council to investigate the concerns raised. Awaiting confirmation of residents' availability before arranging the meeting. **Action:** Clerk.
199/26	**MATTERS RELATING TO GREEN ITEMS**
(a)	**GBE Community Fund – To receive information on potential funding opportunities.**
	Information regarding potential funding opportunities was circulated to Councillors. The Council **RESOLVED** that consultation be undertaken to establish community needs and gather the views of Parish Hall users and local residents to support any future funding application. **Action**: Clerk – To prepare and conduct a community survey.
200/26	**MATTERS RELATING TO WHITESTONE SOLAR FARM**
	The Council noted receipt of Rule 6 correspondence from the Planning Inspectorate regarding an event scheduled for 10 November 2026.

	The Council **RESOLVED** that Councillor Whitworth represent the Council at the event and register to speak on its behalf. **Action:** Clerk – To submit the registration and prepare a speech for Councillor Whitworth**.**
201/26	**PLANNING**
(a)	**To consider the following planning applications:**
	RB2026/1241 - Rowan Lodge, Hooton Lane, Ravenfield. Single storey rear extension **Plan Portal**
	The Council noted the planning application.
	RB2026/1225 - Sancreed, 3-5 Main Street Ravenfield. Application to undertake works to a tree(s) within Ravenfield Conservation Area. **Plan Portal**
	The Council noted the planning application.
(b)	**To receive information on any previous planning applications/issues and discuss further action.**
	No items raised.
202/26	**EXTERNAL MEETINGS** – To receive information.
	Councillor Rowley attended the YLCA Training Day on 30 September 2026.
203/26	**YORKSHIRE LOCAL COUNCILS ASSOCIATIONS -** To consider the following received items and decide further action where necessary:
	The Council noted that the South Yorkshire Branch Meeting was scheduled for 21 October 2026. Councillor Rowley to attend. The Council noted "Nora", NALC's AI online resource assistant to support Parish Councils.
204/26	**FINANCIAL MATTERS** – To receive and approve the following:
(a)	**Update on the Council's finances**
	The Council noted and approved the Council's finances. Balance of Current Account: 30 September 2026 - **£91,881.23**
(b)	**Payments to be made**
	The Council **RESOLVED** to approve the payments presented for October 2026.

Payment Ref.	Supplier	Net	VAT	Total
Staff Costs		£2,067.55		£2,067.55
Utilities	Business Stream	£158.96		£158.96
Broadband	Sky Business	£32.95	£6.59	£39.54
Accounting Software	Scribe Accounts	£37.00	£7.40	£44.40
Audit	PKF Littlejohn LLP	£315.00	£63.00	£378.00
Utilities	E.On	£12.17	£0.61	£12.78
Utilities	E.On	£82.99	£4.15	£87.14
Clerk Salary	Gemma Needes	£30.00		£30.00
Telephone	Currys Group Limited	£5.00	£1.00	£6.00
Grounds Maintenance	Rotherham MBC	£344.88	£68.98	£413.86
		£3,086.50	**£151.73**	**£3,238.23**

(c)	**Annual Governance & Accountability Return - External auditors report and certificate.**
	The Council noted receipt of the External Auditor's Report and Certificate, including a comment regarding an error where an incorrect box had been selected in one section of the return. The report was displayed on 10 September 2026.
(d)	**Annual Governance & Accountability Return - Notice of conclusion of audit.**
	The Council noted receipt of the Notice of Conclusion of Audit and confirmed that the notice had been displayed on 10 September 2026.
205/26	**DATE AND TIME OF NEXT MEETING**
(a)	**To confirm the date and time of the next Parish meeting, Thursday 12 November 2026 at 6:30pm.**
	The Council **RESOLVED** that the next ordinary meeting of Ravenfield Parish Council will be held on Thursday 12 November 2026 at 6:30pm.
206/26	**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.
	Arrangements for Christmas Light Switch On. Arrangements for the Mini Pantomime.
207/26	**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
208/26	**CLOSURE OF THE MEETING**
	The meeting was closed at 8:35pm

Chairman Signed: _____ Date: 12 November 2026

Ravenfield Parish Council
Public Participation 8 October 2026

Ward Councillor Duncan provided an update following Cabinet approval of the recommendations relating to the first stage of the Community Governance Review 2026.
The following draft recommendations relating to Ravenfield Parish Council were highlighted:
Draft Recommendation 1: To seek views on whether the Poppy Field development should remain within Bramley Parish Council or be transferred to Ravenfield Parish Council.
Draft Recommendation 2: To seek views on increasing the number of Parish Councillors from seven to nine, to align more closely with National Association of Local Councils (NALC) guidance on council size and representation.
Draft Recommendation 3: To seek views on whether properties in the Firsby area, currently within Hooton Roberts Parish Meeting, should be transferred to Ravenfield Parish Council.

The Council noted the information provided and await receiving further details ahead of the next Parish Council meeting.

Ward Councillor Duncan confirmed that approval had been obtained for the installation of two play area warning signs on lampposts near the Hollings Lane play area.

A member of the public raised concerns regarding faded 30 mph road markings in the same area.
Action: Ward Councillor Duncan to feed back to Rotherham MBC Highways.

It was noted that Ward Councillor Reynolds had previously requested the installation of yellow lines along one side of Hollings Lane. Councillor Duncan advised that Marc Hill, Rotherham MBC Traffic Management and Road Safety, had indicated that the available speed data did not justify the proposed measures.

A resident raised concerns regarding excessive vehicle speeds along Braithwell Road and enquired whether speed bumps could be installed. The resident reported that vehicles were travelling at estimated speeds of up to 100mph, with speeding occurring throughout the day and at night. Concerns were expressed that the straight section of road encouraged excessive speeds and presented a significant risk of an accident.

The Council advised the resident to report incidents of speeding to South Yorkshire Police, including dates and times wherever possible. Reports can be submitted online and would help build an evidence base to support consideration of further highway safety measures.

Action: Ward Councillor Duncan agreed to pass residents' concerns and comments on to Rotherham MBC's Highways and Road Safety teams. However, advised that projects and funding are planned for the 2028/2029 financial year, with schemes assessed and prioritised using a scoring matrix.