

The Minutes of Ravenfield Parish Council

Minutes of the Ravenfield Annual Parish Council meeting held on Thursday 14 May 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.

91/26	ELECTION OF CHAIRPERSON
	The Council RESOLVED that Councillor Callear be elected Chairperson for the ensuing municipal year. Councillor Callear was elected unopposed and unanimously. Councillor Callear was not present at the meeting but had previously indicated acceptance of the nomination. As Councillor Callear was absent, Councillor Rowley continued to chair the meeting.
92/26	ELECTION OF VICE-CHAIRPERSON
	The Council RESOLVED that Councillor Lilley be elected as Vice-Chairman for the ensuing municipal year. Councillor Lilley was elected unopposed and unanimously.
93/26	ELECTION OF REPRESENTATIVES TO THE YLCA
	The Council RESOLVED the following nominations be made: Councillor Lilley and Councillor Rowley.
94/26	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 were received from Councillors Callear and Councillor Jones, who were both unable to attend due to being away. The Council RESOLVED that the reasons for absence be approved and the apologies accepted.
95/26	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.

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96/26	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)).
	Ageda Item 11 (a)- Jubilee Field – To receive updates regarding potential land encroachment.
97/26	PUBLIC PARTICIPATION (see attached report)
98/26	CONFIRMATION OF MINUTES
	To receive and confirm the minutes of the Council meeting held in Ravenfield Parish Hall on Thursday 9 April 2026 (attached).
	The Council RESOLVED that the minutes of the meeting held on Thursday 9 April 2026, be approved as a true and accurate record of the proceedings.
99/25	MATTERS ARISING FROM THE MINUTES
100/26	CORRESPONDENCE – To receive the following items and decide further action where necessary:
(a)	Anti-Social Behaviour – Hollings Lane recreation ground and allotment access track.
	<p>Reports have been received of youths causing nuisance and anti-social behaviour in the vicinity of the allotment access track, including stone throwing at allotment holders and nearby properties, cannabis use, and the starting of a fire which required attendance by the Fire Service. A vehicle break in and theft of personal items were also reported.</p> <p>Allotment tenants have to lock the access gate on entering (not just existing) to deter unauthorised access. A resident has requested that trees adjacent to the track be cut back to reduce opportunities for concealment, and that options to restrict access to the track be considered.</p> <p>The Clerk advised that discussions have taken place with the Community Policing Team and that residents have been encouraged to report all incidents to South Yorkshire Police and Rotherham MBC's Anti-Social Behaviour Team.</p> <p>Action: The Clerk to contact Rotherham MBC's Trees Department regarding an assessment of the trees, noting that any works may be restricted during the bird nesting season.</p>
(b)	Ravenfield Primary Academy PTA – Summer fayre funding request.
	<p>A grant application was received from Ravenfield Primary Academy PTA requesting £700.00 towards the cost of inflatable obstacle course and bouncy castle for the Summer Fayre on 6 July 2026, raising funds for sensory garden in KS2 area of school grounds.</p> <p>The Council RESOLVED that the application be referred to the Ravenfield Youth Charity for consideration.</p> <p>Action: Clerk to arrange a meeting of the Ravenfield Youth Charity to review and determine the application.</p>

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(c)	Hollings Lane Play Area – Bins overflowing.
	<p>A resident reported that the litter bin within the play area is frequently full and overflowing and suggested that it may be too small.</p> <p>The Clerk advised that replacing the existing bin with a larger standard Rotherham MBC waste bin would require works to the newly installed wet-pour surface. An alternative would be the installation of an additional bin outside the play area; however, this would incur both purchase, installation and ongoing emptying costs.</p> <p>The Council RESOLVED not to install an additional bin, noting that a litter bin is available at the Hollings Lane entrance to the recreation ground. The Council RESOLVED that signage should be installed encouraging users to utilise the alternative bin if the play area bin is full or to take litter home. If possible, the sign should also include details of how to report an overflowing bin to Rotherham MBC.</p> <p>Action: Clerk to arrange appropriate signage.</p>
(d)	Additional Item: Proposed road humps on St Johns Avenue and Woodlathes Road, Sunnyside.
	<p>The Council RESOLVED that there is no objection to the proposals. Councillors noted that the road humps may generate additional noise and recommended that Rotherham MBC undertake consultation with local residents before proceeding.</p>
(e)	Additional Item – Resident Correspondence: Old Ravenfield (13 May 2026)
	<p>A resident raised concerns regarding the appearance of the notice board and bus shelter in Old Ravenfield, commenting that both are looking untidy and suggesting that consideration be given to upgrading the notice board in a similar style to those on Braithwell Road, together with improvements to the bus shelter.</p> <p>Concerns were also raised regarding traffic through Old Ravenfield, with reports that the 7.5-tonne weight restriction is being ignored. The resident queried whether the signage could be made more visible.</p> <p>Action: Clerk to contact SYMCA to determine whether any funding may be available for improvements to the bus shelter, although the Council noted that it believes that there is no bus service currently operating through Old Ravenfield.</p> <p>Action: Clerk to contact Rotherham MBC regarding the visibility of the 7.5-tonne weight restriction signage.</p>
101/26	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.
	<p>Yorkshire Local Councils Associations (YLCA) has requested copies of all documentation held to date so that it may be shared with its solicitor to obtain further legal advice</p>
(b)	Hollings Lane – To consider fencing proposals to deter off road bikes.

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	<p>The Council considered proposals supported by Rotherham MBC Ward Councillors to install green lollipop fencing at Hollings Lane Recreation Ground to deter off-road bikes from accessing the site by bypassing the existing stone bollards at the entrance.</p> <p>The Council RESOLVED the following locations in order of preference:</p> <ol style="list-style-type: none"> 1. From the A-frame gate entrance, extending along the front boundary of the recreation ground towards the Ravenfield Arms, positioned behind the stone bollards. 2. From the A-frame gate to the entrance of the playing field. 3. From the A-frame gate, wrapping around the corner of the site. <p>Action: Clerk to provide the Council's preferred options to the Rotherham MBC Neighbourhood Network Coordinator.</p>
102/26	<p>MATTERS RELATING TO THE PARISH - To consider the following items and decide further action where necessary:</p>
(a)	<p>Woodlathes Balancing Pond – To receive a maintenance update and any new information.</p> <p>The Council noted that the damaged grating over the inlet has now been repaired. The damaged fence railing remains outstanding and Heras fencing has yet to be removed. It was also reported that reeds have started to regrow in the centre of the pond, suggesting that the root system may not have been fully removed.</p> <p>The Clerk advised that Persimmon Homes and the contractor have been contacted and have requested a site meeting. Councillors Rowley and Councillor Whitworth confirmed their availability to attend.</p> <p>Action: Clerk to arrange a site meeting with Persimmon Homes and the contractor.</p>
(b)	<p>Street Lighting Attachments – Review of current position and consideration of action.</p> <p>The Council noted correspondence from Rotherham MBC advising that it is willing to fund 75% of the cost of lighting column testing for hanging baskets, with Parish Councils contributing the remaining 25%. Future retesting costs after three years are proposed to be shared on a 50/50 basis. Rotherham MBC has requested details of proposed hanging basket locations and confirmation as to whether Councils wish to appoint their own contractor or utilise Rotherham MBC's procurement arrangements. The Council also noted that a Memorandum of Understanding will be required prior to the installation of any hanging baskets.</p> <p>The Council RESOLVED to accept Rotherham MBC's proposed funding arrangement and note the urgency of the matter, given that the hanging baskets are due to be installed during the first week of June. It was also noted that no formal testing costs have yet been provided, although an indicative figure of approximately £70 per column has been advised. Based on 36 identified columns, the Parish Council's estimated 25% contribution would be approximately £630.</p> <p>Action: Clerk to submit the required information to RMBC.</p>

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(c)	Hollings Lane, Damaged Knee Rail Posts -To receive information.
	<p>The Council received an update from the Rotherham MBC Neighbourhood Coordinator, who advised that no records could be found confirming ownership or installation of the knee rail posts and suggested the land may belong to Ogdens.</p> <p>The Council believe that part of the land may be owned by Rotherham MBC and noted that several damaged wooden posts had recently been removed.</p> <p>Action: Clerk to seek further information regarding ownership and responsibility for the knee rails.</p>
(d)	Rotherham MBC Community Governance Review 2026. To receive information and consider any further action.
	<p>The Council considered the Community Governance Review consultation and RESOLVED that a letter be sent to all Ravenfield residents to raise awareness of the online consultation. A separate letter will be sent to residents of Poppyfields explaining that the development currently falls within Bramley Parish and outlining the proposals under consultation.</p> <p>Action: Clerk to draft the letters for Council approval and arrange printing and distribution.</p>
(e)	Flag Pole, Moor Lane North – To receive associated site survey costs and decide on further action.
	<p>The Council considered the costs of a site survey for a proposed flagpole at Moor Lane North. The Clerk advised that, following consultation with the flagpole supplier and other contractors, the proposed location (Moor Lane North, War Memorial) between the existing trees was unsuitable as the flag would likely become entangled in the branches. An alternative location near the Millennium sign was discussed; however, Councillors felt this would be too far from the war memorial and would lose the connection between the flagpole and the memorial.</p> <p>The Council RESOLVED not to proceed with the installation of a flagpole, noting the practical limitations of the available locations.</p>
103/26	MATTERS RELATING TO THE PARISH HALL - To consider the following items and decide further action where necessary:
(a)	St George's Day Celebrations, Sunday 19 April 2026. – To received feedback.
	<p>Councillor Jay provided a report of the event was well attended and successful. Donations received from complimentary refreshments and homemade bakes were donated to Marie Curie. The Council thanked all those involved in organising and supporting the event.</p>
(b)	Fascia Board Damage – To receive information and associated repair costs.
	<p>The Council received quotations for repairs to the fascia board on the apex above the hall entrance, which was damaged during recent high winds. Quotations were also obtained for the installation of dry verge capping to protect the verge cement, which is deteriorating and prone to wasp nesting.</p> <p>Quotations ranged from £570.00 to £3,845.00 exc VAT.</p>

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	<p>The Council RESOLVED to appoint D&G Doors to undertake the works at a total cost of £890.00 exc VAT excluding VAT.</p> <p>Action: Clerk to arrange the works.</p>
104/26	MATTERS RELATING TO THE PARISH COUNCIL - To consider the following items and decide further action where necessary:
(a)	Staffing Committee – To appoint members of the committee and appoint a chairman for the next 12 months.
	The Council RESOLVED that the Staffing Committee membership remain unchanged. Councillor Callear was appointed Chairman of the Staffing Committee for the ensuing 12 months. Councillors Jay, Jones and Rowley were appointed as members of the Staffing Committee for the ensuing 12 months.
(b)	Staffing Committee - To agree any changes to the terms of reference, and confirm receipt of the last meeting of the committee.
	The Council reviewed the Staffing Committee Terms of Reference and identified no amendments. It was noted that the last meeting of the Staffing Committee was held in November 2025 and, unless required sooner, the next meeting will be scheduled for November 2026.
(c)	Ravenfield Allotments – To review representation and arrangements for reporting back.
	Councillors Jay and Councillor Lilley were appointed as representatives for Ravenfield Allotments and will attend the allotment AGM to report back to the Council.
(d)	Standing Orders – To review and consider adopting for further 12 months.
	The Council reviewed the Standing Orders and RESOLVED that no amendments were required. The Standing Orders was adopted for a further 12 months.
(e)	Financial Regulations – To review and consider adopting for further 12 months.
	The Council reviewed the Financial Regulations and RESOLVED that no amendments were required. The Financial Regulations was adopted for a further 12 months.
(f)	Complaints Procedure – To review and approve for a further 12 months.
	The Council reviewed the Complaints Procedure and RESOLVED that no amendments were required. The Complaints Procedure was adopted for a further 12 months.
(g)	Publication Scheme - To review and approve for a further 12 months.
	The Council reviewed the Publication Scheme and RESOLVED that no amendments were required. The Publication Scheme was adopted for a further 12 months.
(h)	YLCA Annual Membership – To receive renewal costs for further 12 months.

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	The Council RESOLVED to renew its membership of the YLCA for a further 12 months at a cost of £859.
(i)	Parish Council Email Service – To review information received.
	The Council noted the recent upgrade to the Vision ICT webmail platform. The Clerk reported a four day loss of email access and concerns regarding the level of support received. Councillors also commented that the new platform was less user-friendly. The Council noted that the hosting arrangement will be reviewed in May 2027 and agreed to consider alternative providers should further issues arise.
(j)	South Yorkshire Pension Authority – To consider adoption of the Employer Discretions Policy Statement.
	The Council reviewed the Employer Discretions Policy Statement and RESOLVED that any applications or decisions under the policy would be considered on their individual merits and at the discretion of the Council at the time. Action: Clerk to amend the policy accordingly and return it to South Yorkshire Pension Authority.
105/26	REPORTS FROM RAVENFIELD ALLOTMENT SOCIETY - To receive the following items and decide further action where necessary:
	No report was received from the Ravenfield Allotment Society. It was noted that the Society's AGM was held on 21 April 2026, but the minutes have not yet been shared with the Council.
106/26	MATTERS RELATING TO REDROW DEVELOPMENT
(a)	David Wilson Housing Development - Illuminated adverts.
	The Council has received complaints about the brightness of the illuminated advertisement sign associated with the David Wilson housing development, which residents report shines directly into properties on Moor Lane South. The Clerk raised the matter with Rotherham MBC Planning Department. Following investigation, it was determined that planning permission is required for the sign, and David Wilson Homes has been requested to submit the appropriate application.
107/26	MATTERS RELATING TO GREEN ITEMS
(a)	Northern Powergrid Foundation Grant Application – Outcome Update
	The Council received an update regarding the expression of interest submitted to the Northern Powergrid Foundation. The application was unsuccessful, noting that the proposed project did not sufficiently align with its primary objective of improving energy resilience.
108/26	MATTERS RELATING TO WHITESTONE SOLAR FARM
(a)	Adequacy of Consultation – To consider submission of a response.

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	<p>The Council RESOLVED that the Clerk prepare and submit a response to Lisa Brooks at Rotherham MBC Planning for consideration and inclusion within the Borough Council's submission to the Planning Inspectorate.</p> <p>Action: Clerk to submit the response by 19 May 2026.</p>
(b)	<p>Whitestone Stakeholder Meeting, 23 April 2026 – To receive information.</p> <p>Councillor Rowley attended an online meeting of key stakeholders and campaigners with Oliver Coppard, Mayor of South Yorkshire. The Council noted the information.</p>
(c)	<p>Save Our Greenbelt Conisbrough Parks Public Meeting, 27 April 2026 – To receive information.</p> <p>Councillor Rowley confirmed that he will be attending this meeting.</p>
109/26	PLANNING
(a)	<p>To consider the following planning applications:</p> <p>RB2026/0558 – 77 Braithwell Road, Ravenfield. Erection of side extension and increase in roof height to create additional storey. Plan Portal</p>
	<p>The planning application was noted. No comment or objections raised.</p>
(b)	<p>To receive information on any previous planning applications/issues and discuss further action.</p> <p>RB2025/1303 – The Longbar, Unit 2 Ravenfield Shopping Centre, Braithwell Road, Ravenfield. Application to remove condition 04 (no external seating) imposed by RB2024/1765 to allow external seating. To receive correspondence from Rotherham MBC.</p>
	<p>Rotherham MBC Enforcement Team has inspected the site following reports that tables and chairs have been placed on the pavement without the necessary planning consent. Members also noted reports that an awning has been installed and is in use without planning permission. It was understood that a further planning application may be submitted by the business.</p> <p>A member of the public queried the planning process and appeal options available to the applicant following the refusal of previous planning applications.</p> <p>Action: The Clerk agreed to seek clarification from Rotherham MBC.</p>
	<p>RB2026/0412 - Amended Application to vary conditions 02 (hours of use of external area) and 03 (use of television screens externally in covered area only) imposed by RB2023/1386 at Ravenfield Arms 30 Hollings Lane, Ravenfield To receive correspondence from Rotherham MBC.</p>
	<p>Due to the number of objections received, the application will be determined by Rotherham MBC's Planning Regulatory Board. The Council received notification of its Right to Speak at the meeting. The Council RESOLVED to exercise its Right to Speak.</p>

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	Action: Clerk to notify Rotherham MBC that Ravenfield Parish Council wishes to exercise its Right to Speak at the meeting.
110/26	EXTERNAL MEETINGS – To receive information.
	23 April 2026 – Councillor Rowley attended the online Whitestone Stakeholder Meeting.
111/26	YORKSHIRE LOCAL COUNCILS ASSOCIATIONS - To consider the following received items and decide further action where necessary:
(a)	South Yorkshire Branch – Nomination paper for election of Chair, Vice-Chair, and Representatives to the YLCA Joint Executive Board.
	The Council RESOLVED to nominate Councillor Rowley for the position of Chair, Julia Stanniforth for the position of Vice-Chair, and Councillor Rowley as the representative to the YLCA Joint Executive Board. Action: Clerk to submit the nomination form.
(b)	South Yorkshire Annual Branch Meeting – To raise topic suggestions for discussion.
	The Council RESOLVED to submit the following topics for discussion at the South Yorkshire Annual Branch Meeting: Whitestone Solar Farm, and Lighting Columns/Hanging Baskets. Action: Clerk to forward the suggestions.
112/26	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.
113/26	DATE AND TIME OF NEXT MEETING
(a)	To confirm the date and time of the next Parish meeting, Thursday 11 June 2026 at 6:30pm.
	The Council RESOLVED that the next ordinary meeting of Ravenfield Parish Council will be held on Thursday 11 June 2026 at 6:30pm. Apologies received in advance of the meeting from Councillor Callear and Councillor Lilley.
114/26	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.
115/26	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

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116/26	CLOSURE OF THE MEETING
	The meeting was closed at 9:05pm.

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Ravenfield Parish Council

Public Participation 14 May 2026

Residents of Firsby provided an update on the Whitestone Solar Farm proposal and advised that the Development Consent Order (DCO) application is expected to be submitted on 5 June 2026. It was agreed that further information regarding the next stages of the process would be shared with the Clerk.

Residents requested the use of the Parish Hall to host drop-in sessions to assist residents in preparing and submitting comments. The Council **RESOLVED** to permit use of the hall for this purpose. Residents agreed to provide the Clerk with proposed dates.

Firsby residents thanked the Parish Council for its ongoing support.

Ward Councillor Reynolds raised a number of questions regarding the proposal, which residents were able to answer and provide further information on.

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