Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 12 April 2018 at 6.30pm in the Parish Hall

Present: Councillors B Callear, D.Finch, S Hamshaw, K Jay, J Jesson, N Pearson and D Rowley
also, G O'Carroll.

13 members of the public were present.

53/18 **APOLOGIES**

No apologies, all Councillors were present.

54/18 **MINUTES**

The minutes of the previous meeting held on the 8 March 2018 were approved as a true record.

55/18 **MATTERS ARISING FROM THE MINUTES**

56/18 **DECLARATIONS OF INTEREST** – Councillor Pearson and Councillor Finch declared an interest in Ravenfield Church. Councillor Jesson declared an interest in Ravenfield Art Group, in reference of the letter under correspondence.

57/18 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**

The meeting was adjourned for public participation, see separate report.

58/18 **CORRESPONDENCE**

(a) Letter received from Toddler group, requesting a key to the Parish Hall as experiencing difficulties setting up the Hall at the agreed time of 8:45am. They would like to access the Hall earlier to enable set up, and be able to lock the Hall, while they take their own children to school, returning in time for the Toddler group to start.
The Parish Council approved this request. It was agreed the Toddler group would be issued a key to the front door, back door and the garage, so to access their stored equipment.
(b) Letter received from Rotherham Holiday Aid, requesting a donation. The Parish Council declined to donate, as we are unaware of any local resident benefiting from this service.
(c) Ravenfield Art Group – emailed to request Hall hire in the Autumn, to host an art exhibition. The artists would keep any profit of any sales, and the Church group would supply the catering and keep the profit from refreshments. The Parish Council raised no objection. It was noted the cost of hire would be the same rate as Ravenfield resident private hire fee.
(d) Ravenfield Church have requested hire of the Hall on Sunday 29 April 2018 to host a service for the public. This would be a trial, to provide a Church service for residents unable to attend St James. The Parish Council agreed there would be no fee for this.
(e) The Parish Council has received a request from a charity, wishing to host a coffee morning once a month to raise funds. The charity is not based in Ravenfield. The Old Peoples Social Fund currently host a coffee morning, also to raise funds - on the first week of each month. There was concern a second coffee morning would clash with this. The Chair of the Old Peoples Social Fund will discuss this enquiry with its

members and contact the Clerk afterwards. If no objections are raised by the Old Peoples Social Fund, it was said that the Hall hire fee must be charged at the standard hire rate.

(f) Mayors Parlour – wrote to thank Ravenfield Parish Council for its donation of £50.00 towards the Easter Egg Raffle.

59/18 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Hollings Lane car park. No representative from Ravenfield Rangers Football Club was present to discuss this.

(b) Hollings Lane Lease – Councillors were happy to proceed with the draft lease and selected to include the old allotment area within this. It is understood the Parish Council will have to pay RMBC, £1500 in legal fees for the lease to be drafted.

60/18 **MATTERS RELATING TO THE PARISH**

(a) Re-site Parish Council notice board. We are now in receipt of both planning consent and a highway license. The condition of the highway license is that we must use an approved contractor. The Clerk has contacted four of those listed and awaiting quotations.

(b) There has been no update received from Royal Mail regarding the closed Post Box, off Moor Lane North. Last correspondence suggests the post box will be re-located across the road in 12-16 weeks' time (from 2 February 2018).

(c) Defibrillator – Old Ravenfield. Thomas Bothamley Fund contacted the Parish Council on 29 March 2018 advising the supplier has notified of a 3 – 4-week delay on the defibrillator.

(d) Traffic Speed Limit –RMBC Highways department replied to our email in which we requested detail of when (following their recent publication) they would implement a 30mph speed limit in Ravenfield. Their response was that the publication is not the guidance used for setting of speed limits.
Councillor Hamshaw received a letter from MP John Healey in which RMBC detail between 2015 and 2017 the number of reported accidents in Ravenfield was only 2. This is far from accurate. Councillor Hamshaw is following this up.
Councillor Napper asked that any record of accidents be forwarded onto him, and he will also raise with RMBC. **Action:** Councillor Jesson to provide record kept of accidents within Old Ravenfield.

(e) RMBC Local Plan/Boundary. Clerk has written to Bramley Parish Council, but to date no reply has been received.
Councillor Rowley added that an amendment to the Local Plan looks to approve building 320 (opposed to 350) new homes on Common Lane Farm. A traffic assessment will be required. It is anticipated the amount of traffic will cause problems within Bramley.

(f) Data Protection – no further detail has been received from NALC or YLCA. Councillor Jay has agreed to attend the Data Protection Awareness meeting on 18 April 2018, hosted by RMBC.

(g) Team Big Things – email received from a new TV programme, funding public art projects. There was no interest received from Councillors in pursuing this.

(h) HS2 – Engagement Team, visited the Parish Council and explained they would like to work with us to gain a better understanding of the area and listen to our ideas and thoughts. HS2 maps of the local area were left for us to study. An ecology site survey was conducted by HS2 on 4 April 2018. The results will be published publicly but may take in excess of 12 months.

(i) Three residents have responded to our letter asking their opinion of planting a tree on the grass verge, outside their property on Braithwell Road. Two were against. The third attended the Parish Council meeting and agreed to a tree but requested one which would have berries/fruit/flowers and be planted correctly so not to grow slanted (the previous tree was removed because of this). It was also mentioned that we should avoid the main gas pipes in this location. **Action:** Councillor Jesson to look into tree types.

(j) As noted in earlier minutes, there is no bus service from Ravenfield to Wickerlsey. With the closure of Ravenfield Post Office it is felt this service is required. MP John Healey has contacted SYPTE and received a response that in previous years the passenger numbers were extremely low and not financially viable. MP John Healey is pursuing the matter but, in the meantime, SYPTE suggested we look at the Rotherham Community Transport services. The Chair of the Old Peoples Social Fund will mention this to members of his group.

(k) Nomination of Chair and Vice Chair were conducted. Nominated Chair – Councillor Jill Jesson. Nominated Vice Chair: Councillor Karen Jay.

(l) Community Plan. Councillor Jesson and Councillor Hamshaw provided the Parish Council with details of their research, and the work involved in creating a new Community Plan. The Parish Council agreed that it is time for a new Community Plan. The current plan is more than seven years old and now out of date. The first step will be to form a working group, with a maximum of fifteen members (Two members of the public agreed to being part of the group). Councillor Jesson and Councillor Hamshaw hope to have formed a working group by May 2018.

(m) Ravenfield Rubbish Rascals – reported that they would find it extremely helpful to have a second wheel barrow. Currently they have one, which was donated. This is used as a central pickup for litter pickers, but a second wheel barrow would reduce the amount of walking. Councillor Napper offered to provide a new wheel barrow, free of charge.

(n) Woodlaithes Collecting Pond – a local resident brought to the Councils attention the issues surrounding the maintenance of these ponds. The understanding is that Persimmon Homes are responsible for this, but failing to reply to emails, letters and phone calls. It was asked for the Parish Council to help assist in contacting Persimmon Homes. The Clerk has tried and left telephone messages, but unable to speak directly with the relevant person. Councillor Rowley suggested that RMBC be made aware of the situation and perhaps if the Director of Strategic Planning and the Chief Planning Officer was to approach Persimmon Homes, they may pay more attention. Councillor Napper was able to provide details of the appropriate RMBC contact and telephone number for the resident to make contact.

(o) Newspaper delivery service. Councillor Jay mentioned a shop in Wickerlsey which may be able to provide this service in Ravenfield. Local residents present commented that they have found alternative companies to source this service.

61/18 MATTERS RELATING TO THE PARISH HALL

(a) Parish Hall extension - John Box Associates are due to meet with the Parish Council on 24 April 2018.
Main areas the Parish Councillors agreed must be covered:
Relocate the current disabled toilet.
Provide a baby changing facility (perhaps incorporate with a new disabled toilet)
Provide a small library facility

(b) The Events group have recently cleaned the kitchen cupboards and all of the crockery. The crockery has been sorted, and shelves labelled. It has come to light a number of missing/broken crockery items. The Events group asked the Parish Council if they would finance the purchase for missing items of crockery to bring numbers up to 100.
11 x Cups, 3 x Saucers and 11 x Medium plates.
The Parish Council agreed to cover the cost of these items. If the Events group could arrange purchase and provide the Parish Council with a receipt, the cost will be re-imbursed.

(c) The Indoor Bowling Club had previously mentioned the fire doors within the Hall should be better secured with a chain/padlock. The Parish Council Insurance company and underwriter have confirmed they do not require this. The fire protection company have said that the fire doors must not be padlocked. Councillor Jay suggested a specific fire door locking bolt be used, which is the fire doors were to be used in an emergency, the bolt would break. **Action:** Clerk to look into this.

(d) The current booking form for hire of the Hall reads the Hall can accommodate 100 people. All present thought this was too high, and it was not known how this figure had been calculated. **Action:** Clerk to speak with fire prevention to clarify.

62/18 **PLANNING**

RB2018/0461 – Demolition of existing conservatory and porch ad erection of two storey side and single storey front and rear extensions. 36 Hollys House Road.
RB2018/0481 –Display of illuminated free standing sign. 10 Hollings Lane.

63/18 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

All correspondence received from YLCA had been circulated prior to the meeting.

64/18 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

(a) Community Plan
(b) Newsletter

65/18 **FINANCIAL MATTERS**

(a) Update on Council's finances. A statement of accounts was distributed at the meeting for noting.
(b) Payments in accordance with the budget were agreed.
(c) The Clerk made Parish Councillors aware the difficulties preparing the accounts, as the current bank statement only runs as far as the 23 March 2018. We will not receive the bank statement for the period up to the 31 March 2018, until week commencing 28 April 2018. All Councillors agreed it would be beneficial to look at online banking. **Action:** Clerk to speak with local Clerks to ask how they operate this facility as a Clerk and not a signatory.
(d) The Parish Council accounts have been handed over to the internal auditor.

66/18 **DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 10 May 2018 at 6.30pm.

67/18 **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 the meeting for the following items of business due to the confidential nature of the business to be transacted.

68/18 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED**

69/18 **CLOSURE OF MEETING**

The meeting was closed at 9:25pm.

Ravenfield Parish Council

Public Participation 12 April 2018

Residents complained of a bad smell from Hollings Lane, playing fields – previously the old tip site. The question was asked is checks are made to these grounds?
It was also asked if there are any restrictions to spikes (example: Marquee tents) being used. Should there be detail of maximum lengths of spikes to prevent any exposure of contamination?
Action: Clerk to contact RMBC.

Complaints were received regarding earlier discussions in relation to the proposed car park on Hollings Lane playing fields. Residents feel the area of land the proposed car park would be situated, is unsuitable and will prevent children from playing football whilst their parents visit the Ravenfield Arms. The area of land is said to be the driest of the whole of the playing field. Parish Councillors explained that the proposal was to lay re-enforced mesh, which would allow the grass to grow through, and children would still be able to play on the area. The reinforced mesh would simply prevent cars making a mess of the grass in wet conditions. Complaints extended to it being unfair only the football team having access to this facility, and that a car park should be accessible for all. Parish Councillors explained that no decisions had been made. No representative was present from Ravenfield Rangers to discuss further. The car park would need to be marshalled, and it would be unsafe to open this up with unrestricted access.

A member of the public explained he had contacted Ravenfield Rangers to offer to help maintain the football pitches for a small fee but had received no reply.

Bramley Sunnyside Football Club attended the meeting to make the Parish Council aware of their plans for their organised event, taking place on Saturday 12 May 2018 on Hollings Lane playing field, between the hours of 11:00am and 18:00pm. They have successfully submitted and received approval from the Events department of RMBC to host 2 x bouncy castles, disco dome, hot food catering, and a marquee shelter. No music will be played other than inside the disco dome. There will be 8 teams attending the event, with an awards ceremony taking place inside the Ravenfield Arms.

It was commented by a member of public that the recent 4% increase in precept by the Parish Council, was minimal to the overall Council Tax bill.

Comment was raised in relation to the Parish Council Annual Meeting held on 5 April 2018, in which the Chairman's report mentions potential for Jubilee Field and being mindful of local residents. The member of public explained the field is for all residents of Ravenfield and not just those who live next to it.

An introduction was received from one of the new owners of the Chiropractors, situated on Hollings Lane, due to open 28 April 2018. Brief description of the business and an invite to the opening day was presented. Councillor Pearson raised question in regards to the planning application received in an illumined business sign. The Parish Council was assured the light would be switched off by 19:00pm in an evening.

Parish Hall Insurance – members of local groups raised concern that only an employee liability certificate is displayed on the Parish notice board, inside the Parish Hall. This does not provide them with evidence that the Hall is insured. Councillor Rowley explained that by law only an employee liability certificate is required and this being why the Insurer has only provided this and no further certificate. It was noted that the Parish Hall is definitely covered. Additional questions were raised regarding insurance for users using the Hall facilities, eg: Oven. The Clerk has previously contacted the Insurance company, Zurich, and they clarified that all Parish Hall

owned facilities are covered for use. If a user brings in their own machinery or apparatus – these are not covered for use by the Parish Council, and the user must have their own public liability insurance in place.

Complaints were raised again, of reports of off road vehicles causing disruption and nuisance in and around Ravenfield. It was re-iterated by the Clerk and Councillor Napper that each report must be logged with South Yorkshire Police. This can be via telephone, 101, or online via www.reportingcrime.uk/SYPincidentreport/
If members of the public have any photographic evidence, they were asked to provide to the Clerk, who is able to forward onto RMBC.