Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 14 June 2018 at 6.30pm in the Parish Hall

Present: Councillors D Finch, S Hamshaw, K Jay, J Jesson, N Pearson and Dr Rowley.

also, G O'Carroll.

7 members of the public were present.

100/18 **APOLOGIES**

Received from Councillor B Callear.

101/18 **CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on the 10 May 2018 were approved as a true record.

102/18 **MATTERS ARISING FROM THE MINUTES**

Reference minute 89/18 (d) – it was resolved by email votes, that Dog Obedience classes could be held on Hollings Lane playing field, on the designated area. A gate key was provided to the owner of Yappy Ever After, to gain access on a Monday evening and Saturday morning. A fee of £5.00 per session will be charged.

103/18 **DECLARATIONS OF INTEREST** – Councillor Jesson declared an interest in Ravenfield Art group, in relation to hall hire fees, and the art exhibition. Councillor Jay declared an interest in Ravenfield Women's Institute, regarding hall hire fees. Councillor Hamshaw, Jesson and Pearson all declared an interest in the Community Plan.

104/18 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**

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

105/18 **CORRESPONDENCE**

(a) Jubilee Field – garden party/bouncy castle. The Parish Council agreed the resident who had made the enquiry could hold a child's birthday party on Jubilee Field. However, if a bouncy castle or any form of inflatable was to be used, they would need to seek consent from the Events department of RMBC, to safeguard all concerned. In addition, there would be a hire fee of the field of £30.00, payable before the event.
(b) Thrybergh Children's Outreach Centre – pop up and play. No objections were raised to the application of holding the event on Hollings Lane playing field on 30 August 2018, 12:00pm – 2:00pm, on the condition consent was received by RMBC Events department.
(c) Woodlaithes Pond – update (reference minute 60/18 n)) Persimmon homes have acknowledged the complaint and will commence works to the trees September onwards (due to the nesting season). They will also contact the contractor responsible for pond area and ask they carry out the maintenance.
(d) Thrybergh Colliery Wheel – the paving slabs to the area have been damaged once again by vandals. A quotation of £300 has been received to carry out the repair, with a view this be split evenly by Dalton, Thrybergh and Ravenfield Parish Council. It was agreed to contribute £100.00 towards this.

(e) Maltby Parish Council informed that the Addison Day Centre is due to close. No Parish Council was informed of the consultation period. It was agreed we should also write to RMBC and ask the re-open the consultation, to register our protest and request information of alternative service locations.
Action: Clerk.

106/18 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Hollings Lane car park. Further complains were received following unsafe parking on Hollings Lane on Saturday 12 May 2018, when Bramley Sunnyside Football Club held their annual presentation. A car park would offer a solution. Access into the proposed car park was discussed via the Ravenfield Arms car park. This was later disregarded and agreed the only access would be via the current locked gate which would mean vehicles crossing the path.
Until Ravenfield Rangers are able to support the cost of a car park, the matter will have to be put on hold.
(b) Hollings Lane Lease – internal auditor suggested we look through old bank accounts to trace payment of a £1 peppercorn lease, before pursuing the £1500 application on drafting a new one. Councillor Rowley suggested the Clerk at the time of renewing the lease may also be able to assist. **Action:** Clerk to contact the previous Clerk (around 2001-2003), and Councillor Jesson to look through old bank statements.
(c) Hollings Lane - Odour. The Environmental Health department of RMBC informed the Clerk that due to the length of time which has passed, there would be no gas etc from the capped area. It was asked that residents report any unusual smells directly to the Environmental Health department on 01709 255024, and they would follow up any enquiries. Clerk has written to residents in close proximity advising of this information.
(d) Hollings Lane – Cones. The land lord of Ravenfield Arms suggested he would purchase and store traffic cones to use on Hollings Lane when football matches and events take place, to prevent unsafe parking.
Action: Clerk to gain clarification from RMBC if cones can be used. Current highway guidance suggests not.

107/18 **MATTERS RELATING TO THE PARISH**

(a) Re-site Parish Council notice board. HP Jordan Ltd visited site to install the notice board, to find the brackets/fixings were missing. The previous contractor whom removed the notice board confirmed they have these. Waiting for these to be returned.
(b) The Post Box is now in place. Letter of apology has been received from Royal Mail. The Parish Council would like to thank MP John Healey for organising a press release and time spent chasing Royal Mail on our behalf.
(c) Traffic Speed Limit –Councillor Napper has raised the number of accidents on the main roads of Magna Lane, Hollings Lane, Moor Lane South and Moor Lane North at the RMBC meeting.
(d) RMBC Local Plan/Boundary. To seek advise from Dermot Pearson, Assistant Director of Legal Service at RMBC to ask if we need to raise a petition or if the Borough council will consider without. **Action:** Clerk.
(e) Moor Lane South – resurfacing carriageway. The works commenced Monday 11 June 2018. RMBC have confirmed the road will be re-surfaced and not patched.
(f) Data Protection – Clerk contacted RMBC to ask if a privacy statement could be added to our website. Awaiting a reply. Clerk requested to attend a YLCA hosted training session on 21 June 2018, at a cost of £45.00. Councillors approved.
(g) Community Plan. The Parish Council was approached by the community plan group to hire the Parish Hall on Saturday 14 July 2018, for the public to visit. The Parish Council agreed the hire would be free of charge and offered to support the work by donating £100 towards printing costs of leaflets, posters and questionnaires.
(h) Newsletter – all user groups of the Parish Hall have been approached and asked to submit a report for the Parish Newsletter no later than 8 August 2018. Councillor Rowley will approach local business to source

adverts. Councillor Finch made the Parish Council aware that we must gain written consent from individuals on any photographs used, to comply with data protection.

(i) Insurance Renewal Policy – the quote has increased by £35.49. The Parish Councillors agreed to accept the quotation but would like an explanation to the increase.

108/18 **MATTERS RELATING TO THE PARISH HALL**

(a) Parish Hall extension - John Box Associates have presented plans. Minor amendments are required. Clerk to submit these to the architect and request a meeting to finalise the plans and discuss steps forward. **Action:** Clerk to organise. The estimated build cost alone is £38,000.
Funding the project was discussed. Clerk to contact Public Work Loans Body to enquire of loan repayments. Councillor Rowley to circulate the Ravenfield Youth Charity terms prior to the next meeting.

(b) Hall Hire – rates have increased by a minimal amount. The next review is to take place in January 2019 with a view to come into effect 1 April 2019.

(c) Art Exhibition – the charity event will be held in the Parish Hall on the 13 and 14 October 2018. Councillors agreed to a total hire fee of £96.00. A trial run of setting out the stands will take place free of charge over the next few weeks. Councillor Jesson to liaise with the Clerk.

(d) Shredder. Councillors agreed to the Clerk purchasing a cross cut shredder to safely dispose of confidential waste.

(e) Gas Oven. Clerk explained that on arranging for the oven to be serviced, it came to light that the kitchen did not meet Health and Safety gas regulations. A quote received was in excess of £2000, to install a gas cut off switch, update gas pipework, and install relevant ventilation. Councillors asked that we seek a second opinion and before making any decisions. Clerk advised an oven would be required for the event due to take place on Monday 9 July 2018. **Action:** Clerk to source quotes and put notices up in the kitchen, the oven must not be used.

109/18 **PLANNING**

RB2018/0860– Erection of 2 no. pairs semi-detached bungalows and 1 no. dwelling house – 146 Braithwell Road.
RB2018/0774 – Single storey rear extension – 2 The Barn, Moor Lane South.
RB2018/0862 – Application for Lawful Development Certificate for existing use re: dormer bedroom with balcony to rear – 30 Hollys House Road.
RM2018/0905 – Six weeks' notice to prune various within Ravenfield Conservation area – 3-5 Main Street.
No objections raised.

110/18 **EXTERNAL MEETINGS**

HS2 held an information event on 12 June 2018, was held at Hellaby Hall Hotel. It appears the planned route is still going ahead.

111/18 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

(a) Data Protection Officer – it was resolved by NALC that Parish Council do not need to employee a Data Protection Officer.

(b) South Yorkshire Branch Meeting, 20 June 2018 – was noted. Councillor Rowley highlighted that he had been nominated for the YLCA Chair in addition to a representative of the Joint Executive Committee. Clerk apologised for the error in nomination.

(c) Shaping our future – the email received from NALC was read by Councillors prior to the meeting. It was resolved that Ravenfield Parish Council did not need to respond.

112/18 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

113/18 **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) Annual Governance and Accountability Return 2017/18. The year end accounts were circulated to all Parish Councillors prior to the meeting. No concerns of issues were raised. Clerk made the Parish Council aware there was a 3 pence discrepancy, which was the result of an admin error made by the Clerk. Chair Councillor Jesson signed the Annual Governance and Accountability Return forms, for the Clerk to submit ahead on the deadline of 18 June 2018.
(d) Councillor Jay would like to attend the Chairmanship Skills training session on 2 October 2018, hosted by YLCA, at a cost of £45.00. This was approved.

114/18 **DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 12 July 2018 at 6.30pm.

115/18 **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.

116/18 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED**

117/18 **CLOSURE OF MEETING**

The meeting was closed at 8:45pm.

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Public Participation 14 June 2018

Councillor Napper spoke of 2 x vacancies on the Independence Standards and Ethnic Committee. Advised those interested should contact the Democratic Services at Rotherham Town Hall.

Complaints were raised from residents regarding the Bramley Sunnyside Football events, on Hollings Lane, Saturday 12 May 2018. Parking was an issue on Hollings Lane causing residents difficulty accessing their property. Councillor Napper raised detail of a complaint having been made regarding residents putting out their own cones. It was noted that this is a highway offence, and the highways can prosecute. The Parish Council advised residents not to put out cones. If their driveways are blocked they should report to the Police. Clerk also commented that RMBC Events department consented to the event taking place. It is assumed traffic and parking issues are taken into account. It was resolved that if any future events are to take place the Clerk will notify South Yorkshire Police.

Residents also reported marquee tents/bouncy castles spikes being used with jigger picks. Referring to earlier communications with RMBC, (minute 89/18 (e)), it was confirmed that it is safe to use spikes of 3 meters or less. The said spikes used on 12 May 2018 did not appear to be in excess of 3 meters.

There was a report of a trial bike on Braithwell Road at 18:25pm. Councillor Napper and Parish Councillors asked all reports be logged with South Yorkshire Police, telephone 101.

Reports were received that cars are travelling in excess of 70mph on Braithwell Road. Councillors all passed comment that speeding within Ravenfield is an ongoing problem. Councillor Napper has also raised speeding issues with RMBC and awaiting a reply from the Highways department.

When discussing the increase in Hall fees, a member of the public commented that the Hall being in use most days and evenings makes it difficult for residents to hire. It was suggested most people would like to hire the Hall for private functions on Friday evenings, but can not because of a regular booking.