Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 12 July 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.
Clerk, G O'Carroll.

5 members of the public were present.

118/18 **APOLOGIES**

No apologies received. All Councillors were present.

119/18 **CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on the 14 June 2018 were approved as a true record.

120/18 **MATTERS ARISING FROM THE MINUTES**

Fire security update – Clerk made Councillors aware that was in the process of sourcing comparable quotations for fire security contract. If a cheaper contractor is found, we are required to provide the current contractor Chubb Fire and Security Ltd, three months cancellation notice. Councillors agreed if a cheaper contractor can be sought, the Clerk has permission to submit cancellation notice.
In addition to fire security, we have now covered all aspects of recommended guidance from South Yorkshire Fire and Rescue except PAT Testing. Clerk sought permission to organise this to take place in August 2018 and to invite users of the Parish Hall to bring in their electrical items to have PAT tested. Ravenfield Parish Council will cover the cost. Cheapest quotation received to date was £39.00.

121/18 **DECLARATIONS OF INTEREST** – Councillor Hamshaw, Jesson and Pearson all declared an interest in the Community Plan.

122/18 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**

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

123/18 **CORRESPONDENCE**

No correspondence to discuss.

124/18 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Hollings Lane Lease – the Clerk has written to the previous Clerk (around 2001-2003) to ask if the matter could be discussed. To date, no reply has been received. Clerk will look through bank statements during August to look for trace of a peppercorn lease payment made to RMBC.
(b) Hollings Lane – Traffic Cones. The Clerk advised we are able to make an application to RMBC for use of traffic cones when events take place on Hollings Lane. If granted permission, the cones carry no enforceability, and can only be put out as a safety measure. Councillors marked on the map of Hollings Lane the areas traffic cone permission would be sought. **Action:** Clerk to make the application to RMBC.

125/18 **MATTERS RELATING TO THE PARISH**

(a) The Parish Council notice board is now in place and is resolved.
(b) RMBC Local Plan/Boundary. Councillors Callear, Jesson, Pearson and Rowley to meet with Dermot Pearson of RMBC on 16 July 2018 to discuss the matter.
(c) Data Protection – Clerk has previously circuled Privacy Statements and Data Audit policy. Councillors approved these and agreed these can be implemented with immediate effect. Still awaiting a reply from RMBC regarding an appropriate privacy statement for use on the website.
It was noted that the Clerk advised Councillors of YLCA recommendation to create/use a work email account.
(d) Community Plan. Public participation events to take place in the Parish Hall on Saturday 14 July 2018. Councillor Napper sought approval from RMBC housing department for future meetings to be held, free of charge in the Elizabeth Parkin Centre. Ravenfield Parish Council and Community group thanked Councillor Napper for his help in arranging this.
(e) Newsletter – reminder that reports for the Parish Newsletter should be submitted no later than 8 August 2018.
(f) Insurance Renewal Policy – Clerk has requested quotation from BHIB Affinities (sponsor YLCA). Renewal date 4 August 2018. It was resolved that the Clerk should go with the cheapest insurance quotation.
(g) Woodlaithes Balancing Pond – Councillor Napper and local resident provided a copy of the Maintenance agreement made between RMBC and Beezer Homes (now Persimon Homes). The agreed maintenance has fallen short and the pond is now in desperate need to dredging. The safety and warning signs are all missing due to vandalism and there is a huge concern that any person approaching the area could come into difficulties. The concerns have been raised directly with Persimmon but little is being done to enforce the agreed terms of contract. **Action:** Clerk to contact Damien Wilson, Strategic Director of Regeneration and Environment for RMBC, to ask his assistance. Copies to be filed with MP John Healey, local resident who has pursued this enquiry, and Councillor Napper.
(h) Elizabeth Parkin Centre – Councillor Napper advised the centre is for use of residents of Elizabeth Parkin Centre accommodation, but that other residents of Ravenfield are able to hire the facilities. We should encourage use of the centre. Clerk to contact RMBC to find procedure and costs for residents to hire the centre. As mention in minute 125/18 (d), the Community Group will have access to hold their monthly meetings.

126/18 **MATTERS RELATING TO THE PARISH HALL**

(a) Parish Hall Extension - John Box Associates visited the hall to discuss the revised plan. It was hoped the final plan would be circulated ahead of Julys Parish Council meeting. Councillors agreed to approve the plans via email during the August break and provide consent to the Clerk. On receipt of Councillors consents the Clerk is to instruct the work be put out to tender. A minimum of three quotations will be required.
(b) Gas Oven. A new electric oven was installed on 3 July 2018. Councillors thanked the Clerk for organising in time for the Old Peoples Social Fund and Events groups requirements.
(c) Parish Hall Windows – the Caretaker has made the Clerk aware of several windows with broken seals, and asked if we should look to repair/replace. The Parish Council concluded that the windows are ok, and may be addressed if/when building works are carried out.
(d) Laminator – Councillors approved the purchase of a laminator for office use.
(e) Christmas Closure – it was agreed that the Parish Hall will be closed from Monday 24 December 2018, re-opening on Monday 7 January 2019. The Caretaker will take two weeks annual leave during this time. The Clerk to check if the Old People Social Fund coffee morning will go ahead on the first Wednesday of the month, which will fall on Wednesday 2 January 2018. Councillor Callear and Pearson offered to set up the hall with tables and chairs if required.

127/18 **PLANNING**

RB2018/1043 – 1 Moor Lane North. Prior notification for the proposed change of use of building from retail (use class A1 or A2) to dwelling house (use class C3).
No objections were raised.

128/18 **EXTERNAL MEETINGS**

Councillor Pearson and Rowley attended the annual YLCA meeting in which Councillor Rowley was re-elected as a representative of the Joint Executive Committee.

129/18 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

130/18 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

(a) Newsletter distribution
(b) Defibrillator replacement paddles
(c) WIFI – Parish Hall

130/18 **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.

131/18 **DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 13 September 2018 at 6.30pm.

132/18 **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.

133/18 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED**

134/18 **CLOSURE OF MEETING**

The meeting was closed at 8:20pm.

Ravenfield Parish Council
Public Participation 12 July 2018

Reports of motorbikes on Hollings Lane playing field, on the evening of 11 July 2018. Children were playing in the park at the same time. Added reports of motorbikes regularly seen on Spencer Drive and Allot Close. Parish Councillors advised all reports must be reported to the Police, online or by telephoning 101. The Parish Council have no powers to intervene.

A request was received for a litter bin to be placed on the waste land used as a car park, opposite Ravenfield Primary School. It is understood the land is half owned by RMBC and half by a private landlord. The suggestion was that a litter bin be placed on the lamp post. **Action:** Councillor Napper and the Clerk to look to seek assistance from RMBC.

A resident gave detail of youths creating fires on Jubilee Field. The resident who witnessed these has dealt with the matter by making the youths aware their names and address were known of. Councillor Napper also commented fires are a growing problem with over 20 reported throughout Silverwood.

Resident asked how the fund was progressing for the required repairs to St James Church clock. Councillor Pearson explained recent fundraising activities had raised approximately £380, and the sale of a picture raised £97, but that there was a long way to go. The resident commented that Ravenfield Parish Council's promised pledge of £1000 should be increased.

Councillor Napper presented details of a fundraising day taking place on 26 August 2018, at the Woodman Pub, Woodlaithes Village, in connection with the Start-a-Heart charity.