Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 13 September 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.

14 members of the public were present.

135/18 **APOLOGIES**

No apologies received. All Councillors were present.

136/18 **CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on the 12 July 2018 were approved as a true record.

137/18 **MATTERS ARISING FROM THE MINUTES**

138/18 **DECLARATIONS OF INTEREST** – Councillor Hamshaw, Jesson, Kay and Pearson all declared an interest in the Community Plan.

139/18 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**

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

140/18 **CORRESPONDENCE**

Letter received from MP John Healey, addressed to Councillor Rowley, dated 5 September 2018 provided a copy of the response received from the Transport and Highways Manager of RMBC, agreeing to review the speed limits on the main roads of Ravenfield.
It was noted that the traffic monitoring equipment was in place during August shut down weeks (perhaps the quietest two weeks of the year). Councillor Rowley to reply to MP John Healey making him aware of this, and therefore not a true reading of traffic throughout the village.

141/18 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Hollings Lane Lease – the Clerk has been unable to find any evidence a peppercorn lease payment was paid to RMBC. Correspondence indicates the lease was prepared but never signed in earlier years. The legal fee to implement a lease was quoted at £1500.00. Councillors concluded that we put the matter on hold and review as necessary at a later time.
(b) Hollings Lane – Traffic Cones. We have permission from RMBC to place no waiting cones (minimum 45mm high) in the designated areas, as marked on the map submitted to RMBC (approved at the last meeting held on 12 July 2018 – minute reference: 124/18(b)). The Parish Council approved the purchase of 30 x No waiting cones. The landlord of The Ravenfield Arms has kindly agreed to store these, and put out as required when Hollings Lane playing field hosts events/football matches.

142/18 **MATTERS RELATING TO THE PARISH**

(a) RMBC Local Plan/Boundary. Following Councillors, Jesson, Pearson and Rowley meeting with Dermot Pearson of RMBC on 16 July 2018, Councillor Finch, Jesson and Rowley and the Clerk held an informal meeting on 20 August 2018 to discuss how best to notify residents of the situation. Councillor Rowley drafted an article which was published in the Parish Newsletter. Councillor Rowley also attended Councillor Ann Russell surgery, in which she supported our situation. The Clerk to formally notify Bramley Parish Council of our intention to consult with residents and may look to raise a petition.
(b) Community Plan. No meeting was held in August. Questionnaires are printed and ready to be distributed with the Parish Newsletter. The questionnaire is also available online.
(c) Newsletter – these were handed out to all distributors, and deliveries have commenced. We have 6 new volunteers to distribute this year. Thanks, was paid to Councillor Jesson for putting together the newsletter, and organising the distribution also. Thanks was also paid to all of the distributors.
(d) Insurance Renewal Policy – we have moved our policy onto BHIB Affinities, saving the Parish Council over £360.00.
(e) Woodlaithes Balancing Pond – update: Damien Wilson of RMBC wrote to the Clerk and confirmed that Persimmon Homes are committed to their contractual agreement in maintaining the balancing ponds and intend to carry out maintenance in Autumn. Unfortunately, no plan was detailed and the Clerk has had no success in contacting Persimmon Homes directly to clarify their plans. RMBC advice was to contact Yorkshire Water, should Persimmon not deliver maintenance. A local resident has been in touch with Yorkshire Water and they have confirmed that the maintenance agreement lays with Persimmon Homes, and if they do not fulfil their duties, then RMBC should carry out the obligation. As the matter is being passed from one corner to another, the Clerk is to write to the CEO of RMBC, Ms Sharon Kemp, asking she assist within two weeks. We may look to the press for their assistance if no help is received.
(f) Elizabeth Parkin Centre – should anybody wish to hire the centre, the Clerk has a copy of the booking form. We understand the cost of hire to be £6.50 per hour.
(g) Defibrillator Replacement Paddles – the light indicates these must be replaced. Councillor Rowley to approach the landlord/lady of the Cavalier to ask a convenient time to replace these. The Parish Hall Caretaker has offered to be present, with a view there will be 3 persons able to replace the paddles in the future. This process must occur if used, and on average every 2.5 years. The Clerk made the Parish Council aware that the battery of the defibrillator may soon be due to be replaced. The life span of a battery is approximately 5 years.
(h) Litter Bin Request, Moor Lane North. Councillor Napper was not present at the meeting, but had earlier communicated to the Clerk that he was in discussions with RMBC. There was no problem installing a new bin, but there appears to be issues with RMBC attending the site to empty the bin. Await Councillor Napper update.
(i) Moor Lane South/Hollings Lane – Overgrown area of land. Residents raised the matter. The area is unkept and needs pruning/tidying. **Action:** Clerk to report to Street pride.
(j) Anti-Skid markings – Old Ravenfield, Main Street. Councillor Jesson and Hamshaw asked a letter of thanks be sent to RMBC Highways for the way in which these works were carried out, and to the contractor's politeness. **Action:** Clerk to send letter of thanks.

143/18 **MATTERS RELATING TO THE PARISH HALL**

(a) Parish Hall Extension – A1 drawing of the proposed plan was on display for public to view. The plan will also be available to view on the Parish Council website from 15 September 2018. Councillors confirmed happy to proceed with instructing the architect, John Box Associates to proceed with preparing building regulations. Once in receipt of these, we are in a position to put the work out for tender.
(b) Fire Protection. It was agreed that we should transfer our current fire protection contract from Chubb Fire and Protection Ltd, to Photuris Ltd. **Action:** Clerk to serve the 3 months cancellation notice to Chubb.

(c) PAT Testing was successfully completed on 4 September 2018. The Clerk thanked users of the hall for taking the time to call with their electrical appliances.
(d) WIFI – BT have quoted £125.00 line activation fee, and a monthly cost of £48.00. It was agreed to put on hold until after building works have been completed.

144/18 **PLANNING**

RB2018/1101 – 28 Moor Lane North. Demolition of rear conservatory and increase in roof height to create rooms in the roof space with dormer windows to front and rear. Single storey rear extension with room in the roof space, single storey front extension raised decking area and erection of detached garage.
No objections raised.

145/18 **EXTERNAL MEETINGS**

Councillor Rowley attended the YLCA joint meeting in July, and explained that NALC confirmed their support the HS2 Meadowhall route opposed to the current route.

146/18 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

147/18 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**
(a) Parish Hall building works plan to be available online – Action: Clerk.
(b) Litter bin request – Moor Lane North

148/18 **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.

149/18 **DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 11 October 2018 at 6.30pm.

150/18 **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.

151/18 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED**

152/18 **CLOSURE OF MEETING**

The meeting was closed at 8:15pm.

Ravenfield Parish Council
Public Participation 13 September 2018

Ravenfield Rangers Football Club explained the progress they have made in seeking funding, and their plans for the football club in the coming months. They hope to be in a position to purchase a storage cabin for Hollings Lane playing field, and will liaise with RMBC in seeking consent.
A request was also made to hire Hollings Lane Playing Field for their annual tournament on Saturday 18 May 2019.
Clerk advised the Parish Council booking terms only allow us to take bookings 6 months ahead. There have been no other enquiries made for this date, but the Parish Council would be unable to confirm the booking until December 2018.

The Old Peoples Social Fund asked if the Parish Council would consider purchasing 100 x bowls. Bowls are required for serving at their next event (marking 100 years since the end of the First World War). The Parish Council agreed to purchase these. Councillor Pearson suggested IKEA may be the cheapest supplier, and would look into this further.

A request was received from the Old People Social Fund, for the Parish Hall heating to be switched on.
Action: Clerk to arrange.

The Old Peoples Social Fund also mentioned that the recent Community Plan posters, detailed the location of the Village Hall. This should have read as Parish Hall. Councillor Jesson noted this and would amend for the future.

Resident of Barberry Way attended the meeting to ask if the Parish Council would consent to the trees at the side of his property (adjacent to Jubilee Field) being removed due to subsidence issues. The Parish Council could not provide consent as the matter has been referred to our insurers and we have to await their report.
Action: Clerk to chase the matter with the insurer.

Residents of Reasby Avenue requested a “No Through” road sign, due to the amount of traffic (particularly HGV’s) causing damage. The Parish Council agreed to submit the request to Borough Council, but advised the Parish Council has no powers to arrange this. It was suggested that it would be beneficial if for all residents were to join together and raise a petition and submit this.