Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Tuesday 17 December 2019 at 6.30pm in the Parish Hall.

Present: Councillors B. Callear, K Jay, R Jupp, N Pearson, D Rowley and Clerk, Gemma O'Carroll.

Eight members of the public were present.

184/19 **APOLOGIES** – received and accepted from Councillor Finch and Councillor Jesson.

185/19 **CONFIRMATION OF MINUTES**
The minutes of the previous meeting held on 14 November 2019 were approved as a true record.

186/19 **MATTERS ARISING FROM THE MINUTES**
(a) The Clerk reported that an email had been received from Rotherham MBC, on 17 December 2019, in reply to Ravenfield Parish Council enquiry of the redundant allotments (reference public participation question raised at the Parish Council meeting on 14 November 2019). Rotherham MBC are not familiar with the allotments, and have suggested a site meeting to discuss this. **Action:** Clerk to arrange.

187/19 **DECLARATIONS OF INTEREST** – no declarations of interest were raised.

188/19 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**
The meeting was adjourned for public participation, see separate report.

189/19 **CORRESPONDENCE**

190/19 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) We understand that the drains have been surveyed, and awaiting a report from Rotherham MBC draining service department.
(b) Resident at Orbourn Close requested Parish Councillors visit his property to discuss the trees situated on Jubilee Field, at the end of his garden. The trees are reported to be overgrown, and causing issues for the resident. Councillor Rowley and Tree Surgeon, Robert Booth, met with the resident on 22 November 2019. An arboricultural report was received from Robert Booth identifying two silver birch trees, retaining these trees adds to maintaining the variety of tree species on Jubilee Field, but at the cost in a none fiscal sense of an ongoing nuisance by pollen and seed dispersal. The life expectancy of the trees is 20-30 years. Remedial pruning may have a significant nuisance reduction and would require pruning every 4-5 years. The Parish Council would like a quotation for the cost of removing these trees, and to discuss at the next Parish Council meeting. If the trees were to be removed, it was said a further two trees should be planted on Jubilee Field, but not near properties.
(c) It has proven difficult to financially manage the hire of Hollings Lane playing field on a "per session" basis. It was resolved that we should return to the 2018-19 hire method of a £70.00 monthly hire fee, on the agreement Ravenfield Rangers JFC will host a maximum of 2 x training sessions and 1 x football match each week. This change will come into effect on 1 April 2020, and reviewed in December 2020.

191/19 **MATTERS RELATING TO THE PARISH**

(a) Community Plan. Councillor Jay and Councillor Jesson are still awaiting a reply from the doctor's surgery, requesting a meeting to discuss the noticeboard and information advertised.

A parishioner raised question if there were any plans for teenage based activities. Councillor Jay explained that the group are awaiting charity status, to enable applications for funding.

(b) Rotherham MBC confirmed that the Community Governance Review is underway, and leaflets have been distributed to every household within Bramley and Ravenfield. There are reports from residents that they have not received these. A Public Drop-In session was hosted by Rotherham MBC at Ravenfield Parish Hall on 12 December 2019. It is also noted that the consultation period has been extended to 28 February 2020. Ravenfield Parish Council is concerned that residents may not be aware of the review. Councillor Jupp will arrange printing of a leaflet with attached Rotherham MBC vote sheet. Distribution to be concentrated around Moor Lane South and Braithwell Road (areas highlighted as not receiving leaflets). Drop off voting sheet boxes will be made available in The Cavalier pub and local shops.

(c) Woodlaithes Balancing Pond – update. The Clerk organised a contractor visit the pond and provide a report and quotation for necessary works. We are awaiting this information. It was agreed that we should also report the problem to the Environmental Agency. **Action:** Clerk to contact the Environmental Agency.

(d) The Clerk sought guidance from YLCA regarding management of a Parish Council Facebook page, and presented a draft policy for Ravenfield Parish Council to incorporate. The policy was approved.

(e) It was agreed that the Parish Council would like to mark Yorkshire Day, on Saturday 1 August 2020 by holding a Community picnic on Hollings Lane playing field. To discuss and plan in more detail early 2020.

(f) The Old People Social Fund have confirmed that they intend on marking VE Day on Wednesday 6 May 2020, in the Parish Hall (building works permitting). The Events group would like to host an event on Friday 8 May 2020 and will consult with the Indoor Bowls group. The Parish Council spoke of dressing the village, and will discuss further in January 2020.

(g) Councillor Jay, Councillor Jupp and Councillor Pearson all volunteered to be snow wardens for the winter of 2019/20.

192/19 **MATTERS RELATING TO THE PARISH HALL**

(a) Parish Hall Extension. YLCA requested additional information, including an approved 2020/21 budget, before submitting our application to The Ministry of Housing Communities and Local Government. Once the budget is approved the Clerk will send this onto YLCA. It is anticipated the request of additional information will delay the overall application to the PWLB, and unlikely we will be in a position to commence building works in January 2020.

(b) Users and groups of the Parish Hall have enquired of storage allocation. No firm plans are in place, but it is anticipated cupboards will be incorporated. **Action:** The Clerk is to contact all user groups of the Parish Hall and ask their requirements, in order to discuss and plan.

(c) The Clerk confirmed that the FCC Community Grant application was submitted on 11 December 2019. Thanks, was paid to Councillor Napper who supported this application by arranging for the third-party donation of 10.75% from the Ward Council funds.

(d) It was resolved that no increase to hall hire fee would be made for the tax year 2020/21. The hire fees will next be reviewed in December 2020.

193/19 **PLANNING**

(a) RB2019/1557 – Land to rear of 8 The Dell, Application to fell various trees protected by RMBC tree preservation order (No.4) 1997. – Objection Raised. The Clerk explained that consent has been granted, and to explain the issues of timing with regards planning applications. This application was registered on 8 October 2019. The Parish Council meeting agenda was displayed on 7 October 2019. The planning application was not picked up until Novembers meeting, on 14 November 2019. The public consultation period ended on 29 October 2019, and permission granted on 1 November 2019. This time frame prevented the information being discussed at the Parish Council meeting and an objection being submitted

in the planning application timeframe.. **Action:** The Clerk is to follow this up with Rotherham MBC planning department.

194/19 **EXTERNAL MEETINGS**

Councillor Jupp and Councillor Jay attended the Rotherham MBC network meeting on 19 November 2019.

195/19 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

196/19 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

(a) Defibrillator for the Parish Hall

197/19 **FINANCIAL MATTERS**

(a) Update on Council's finances. The information was noted.
(b) Payments in accordance with the budget were agreed.
(c) The Clerk presented a budget plan for 2020/21. This was approved by the Parish Council.

198/19 **DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 9 January 2020 at 6.30pm.

199/19 **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.

200/19 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED**

201/19 **CLOSURE OF MEETING**

The meeting was closed at 9:45pm.

Ravenfield Parish Council
Public Participation 17 December 2019

Resident of Elizabeth Parkin Centre advised the Parish Council that they cannot help by renting their facilities to users/groups. The facility is for the residents of the centre only, and that their rental agreement incorporates a hire fee for their use. If they were to allow other users/groups access this would need to be by invitation, as it would be unlawful to sub-let the facilities.
Councillor Napper added that if the facilities are not used, then they may be taken away.

The Old People Social Fund (OPSF) explained that they do not want help or involvement from the Parish Council, in any respect of their group or events they host.
With reference agenda item 9 (b), Parish Hall storage allocation. They explained that they require secured, cupboard space. The OPSF Chairman added that this should have been discussed before now, and detailed on the plans. Parish Councillors explained that it was the intention to assess the storage once we had the shell of the building in place, and could see the area of space we had to utilise.

The OPSF Chair also reported an accident in the Parish Hall car park of a trip/fall around the grate area. It was not confirmed that the grate was the fault of the trip/fall. The Parish Council explained that the sunken grates will be addressed by the building contractor once works commence at the Hall, and that they have been included in the quotation of approved works.

Parishioners commented on how nice the Christmas lights looked, and the success of the Christmas light switch on/Christmas Carols. Thanks, was paid to the Art group, and Ravenfield Community Plan group for their financial contributions. Thanks, was paid to Jenny Jaques for her help organising the event and working with Ravenfield Primary School children.

A member of the public raised the question of a defibrillator in the Parish Hall. The Parish Council agreed this would be beneficial, and not necessary to purchase a cabinet. Councillor Jupp has offered to provide Defibrillator training for users of the hall/local residents.

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

Staff Sub Committee was held. It was resolved to increase the Clerks contracted hours from 10 hours per week, to 15 hours per week, commencing 1 April 2020.

Councillors asked that a letter of thanks be sent to the Art Group and Ravenfield Community Plan for their contributions towards the Christmas Lights.