Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 9 May 2019 at 6.30pm in the Parish Hall.

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

Ten members of the public were present.

75/19 **ELECTION OF CHAIRPERSON** - Resolved that Councillor Jay be elected as Madam Chairman for the ensuing municipal year. Councillor Jay was elected unopposed and unanimously.

76/19 **ELECTION OF VICE-PERSON.** Resolved that Councillor Rowley be Vice-Chairman. As there were no other nominations Councillor Rowley was elected unanimously.

77/17 **ELECTION OF REPRESENTATIVES TO THE YLCA.** Resolved that Councillor Rowley be re-elected.

78/19 **APOLOGIES** – No apologises received, all Councillors were present.

79/19 **CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on 14 April 2019 were approved as a true record with the following amendments noted: 64/19 (b) – The Parish Boundary petition was not submitted to Rotherham MBC until 7 May 2019. We had been waiting on instruction from the Head of Legal Services. The recent appointment of Bal Nahal gave instruction whom to submit the petitions to.

80/19 **MATTERS ARISING FROM THE MINUTES**

Item 63/19 – Inspection of the Play Area. The Clerk advised our current contract is with Rotherham MBC, with checks carried our monthly and annually. It was agreed that we should continue with this contract, and accept the renewal of this contract. Councillor Jupp agreed to check the play area regularly also.

81/19 **DECLARATIONS OF INTEREST** – Councillor Jay, Jesson and Pearson declared an interest in the Community Plan, reference agenda item 8(a).

82/19 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**

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

83/19 **CORRESPONDENCE**

(a) Rotherham Thriving Neighbourhood Strategy – the information was noted and the Clerk will respond.
(b) European Parliamentary Elections – 23 May 2019. The Parish Hall will be the polling station on this day.
(c) Hollings Lane - Asset Transfer enquiry. An email was received from Rotherham MBC asking how we would like to proceed. It was resolved that the Parish Council cannot justify the legal costs of £1500 to draft a lease, and that we should continue as we are.
(d) Bramley Sunnyside JFC – emailed details of their events due to take place on Hollings Lane playing field on Saturday 11 May 2019. The activities were noted.
(e) Rotherham Mayors Parlour write to acknowledge receipt of the £50 Easter Egg donation, and thanked Ravenfield Parish Council for their support.

84/19 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Ravenfield Rangers JFC provided details of their planned events due to take place on Hollings Lane playing field on Saturday 18 May 2019, 11:00am – 17:00pm. The emphasis was in making the day a community event rather than just football presentations. Local business will be supporting the event, and currently they have 9 x craft tables organised. An inflatable assault course will be in use. It was confirmed no music will be played, or use of sound amplifiers. The Parish Council offered use of the Parish Hall car park from 12:00pm onwards.

(b) Ravenfield Rangers JFC asked if the Parish Council would assist in necessary pitch repairs (ground worn around the centre and goal mouth). Rotherham MBC Green Spaces, had provided a quotation of £298.00. It was resolved that the quotation was expensive, and that Ravenfield Rangers would try and repair themselves, and report back to the Parish Council if required assistance.

(c) Rotherham MBC have suggested we approached Burkinshaws, as a contractor able to assist with the drainage issues on Jubilee Field. **Action:** The Clerk is to arrange a site meeting.

85/19 **MATTERS RELATING TO THE PARISH**

(a) Community Plan. A noticeboard is now in place at the GP surgery detailing information of groups/events in the Parish Hall. Leaflets will also be available in the local pubs and shops.
The Community Plan group are looking to make the group into a registered charity. This will help assist in grant applications.

(b) Action Plan – Issue 1 – Lack of facilities for teens. Councillor Jay volunteered to contact local senior schools reference litter picking volunteers. Issue 2 – Parking at the school. The Parish Council would like to liaise with the owner of the land opposite Ravenfield Primary school. **Action:** Clerk to contact the land registry and see if this information can be found. Issue 3 – Green Spaces, path from Ravenfield to Woodlaithes village. Road pilings are required to better surface the footpath. **Action:** Clerk to contact Colin Knight, Highways at Rotherham MBC to ask for assistance. Action 5 – Community Issues. **Action:** Clerk to contact Rotherham MBC Youth Services for information of sports and activities for children in the school holidays.

(c) Parish Boundary – petition. The petition was sent by recorded delivery post on 7 May 2019 to Rotherham MBC and Electoral Services are currently verifying the list of names and addresses.

(d) Woodlaithes Balancing Pond – update. There has been no progress on dredging the pond since the last Council meeting.

(e) Damaged trees/bushes – edge of Silverwood. The Clerk has written to the local farmer to ask for information of this report. A reply was requested by 24 May 2019.

(f) Christmas Tree. The Clerk is looking for suitable lights, and will present to the Parish Council at the next meeting.

86/19 **MATTERS RELATING TO THE PARISH HALL**

(a) Parish Hall Extension. A date of Saturday 1 June 2019 was agreed to invite the four contractors who submitted estimated quotations, to visit the Parish Hall and meet with Councillors to discuss the revised plans, and specifications. **Action:** Clerk to organise this meeting.

(b) Sanitary Bins. The Clerk is obtaining further quotes.

(c) Parish Hall Carpark – following the recent accidental damage to the car park light, a replacement light has been purchased, and a quote received from an electrician to fit this. It was agreed a letter to the driver of the vehicle explaining the costs, and to ask if would like to donate towards this.

87/19 **PLANNING**

(a) RB2019/0667 – 5 St James View. Six weeks' notice of intent to prune two conifer trees within Ravenfield Conservation Area. **Action:** Clerk to formally comment on the planning request, that no objections are raised, that we understand any pruning should take place after 1 August (outside the nesting period).
(b) RB2019/0662 – Fairfield Hooton Lane. Six weeks' notice of intent to prune various trees within Ravenfield Conservation Area. **Action:** Clerk to formally comment on the planning request, that no objections are raised, that we understand any pruning should take place after 1 August (outside the nesting period).

88/19 **EXTERNAL MEETINGS**

89/19 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

(a) It was agreed that the following course dates may be booked and funded by the Parish Council:
Councillor Jupp - 'Off to a Flying Start' – new councillor training day, 22 June 2019.
The Clerk – 'Training day for Clerks' – 22 October 2019.

90/19 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

Councillor Jesson offered to prepare this year's Parish Council Newsletter, and requested that all reports and advertisements be submitted by 8 August 2019. **Action:** Clerk to contact all hall users to request reports/advertisements.

91/19 **FINANCIAL MATTERS**

(a) Update on Council's finances. The information was noted. The Clerk informed the Parish Council that the internal auditor had received the annual accounts.
(b) Payments in accordance with the budget were agreed.

92/19 **DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 13 June 2019 at 6.30pm.

93/19 **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.

94/19 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED**

95/19 **CLOSURE OF MEETING**

The meeting was closed at 8:15pm.

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Public Participation 9 May 2019

The proprietor of the Ravenfield Stores asked for permission to remove the shopping centre barrier, as the Rotherham MBC have confirmed that it is not their ownership. Public present confirmed that the Rotherham MBC did install this approximately 15 years ago. The Parish Council cannot comment or provide any consent. The Clerk also advised that having sought advice from the Yorkshire Local Council Association, the Parish Council is unable to assist with the parking issues experienced in the Parish/shopping centre. Only the Borough Council, Highway department and the Police, have powers to enforce fines and changes.

The Business owners of the shopping centre would like to know if parking is allowed on the grass verges opposite the shopping centre. It was also asked if car park line markings were painted on private land, would a disabled parking space be necessary? The Parish Council advised to seek guidance from Rotherham MBC, Highways department.

Complaints were made regarding parking issues within the Parish, preventing pedestrian access on the pavements. Councillor Napper asked the public to take photographs and report to the police.

Members of the Old Peoples Social Fund commented on the Community Plan mention of a notice board at the GP surgery, and the leaflets of information of the local groups. The OPSF advertise the same information once a year and commented they could have assisted with this.

A question was asked in regards the plans for the extension to the Parish Hall, and mention of a library. Parish Councillors explained that it would not be a library as such, but a book swap facility/honesty library, for the public to donate and swap books.

A member of the public raised awareness that the tie wraps used to seal the damaged car park light in the Parish Hall car park, had not been cut short, and was a health and safety hazard.

It was reported that due to poor visibility (no lighting) a lady tripped/fell over the ramp outside the fire door. A request was made for a light to be positioned on the corner of the building to light up the side of the Parish Hall. It was agreed when we instruct a contractor to carry out the building works, that we incorporate additional lighting in this area.

Reports of a member of the public tripping on the grate in the Parish Hall carpark which has sunk. The Caretaker did repair this last year, but it has sunk again. **Action:** Clerk to ask the Caretaker repair this.

Old People Social Fund, asked if when the Caretaker decorates inside the Parish Hall (usually around October/November), that we consider the Coffee Mornings held on the first Wednesday of the month, and any events planned. The smell of paint is not pleasant.

A resident also brought a copy of the Rotherham Record, detailing the police contacts for all areas of Rotherham. There is no police contact listed for Ravenfield. Councillor Napper advised we should use the number for Silverwood, and that he could look to organise a drop-in centre in Ravenfield, but we would need to host this from the Parish Hall, or perhaps the Elizabeth Parkin Centre.