Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 13 June 2019 at 6.30pm in the Parish Hall.

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

Fifteen members of the public were present.

96/19 **APOLOGIES** – received from Councillor Callear and Councillor Rowley.

97/19 **CONFIRMATION OF MINUTES**
The minutes of the previous meeting held on 9 May 2019 were approved as a true record.

98/19 **MATTERS ARISING FROM THE MINUTES**
No matters to report.

99/19 **DECLARATIONS OF INTEREST** – Councillor Jay, Jesson and Pearson declared an interest in the Community Plan, reference agenda item 8(a).

100/19 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**

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

101/19 **CORRESPONDENCE**

(a) Planning Enforcement Seminar – Thursday 18 July 2019. This information was circulated prior to the meeting, and noted.
(b) Bramley Sunnyside JFC. A request was received to hire Hollings Lane playing field for their football presentation event next year, Saturday 9 May 2020. The clerk advised the terms of hire do not allow bookings greater than 6 months in advance. The Parish Council agreed that the hire could be provisionally accepted, however before confirming this, a discussion should be had in regards litter and hire fee. Parishioners present commented that the field was left littered following the last event held on 11 May 2019, and the Ravenfield Rangers JFC had to clean the area before able to use. Ravenfield Rangers JFC also commented that footballs had been kicked against their storage cabin, and concerned that a tent looked to have been used on the football pitch.
(c) Moor Lane South – resident of 66 Moor Lane South attended the meeting to explain the problems faced with the accumulation of rubbish, unkept garden and infestation of mice at adjoining property 68 Moor Lane South. The matter has been reported to the Rotherham MBC environmental department and a notice had been served on the propertier of 68 Moor Lane South to take action by 24 June 2019. The Parish Council agreed to assist the resident of number 66 and liaise with the environmental department on behalf of the Parish, but that the Parish Council holds no enforcement powers.
(d) Public Consultation – Rotherham Council Library and Neighbourhood Service. The information was circulated prior to the meeting. Parish Councillors invited the Public to visit the weblink online.
(e) D-Day 75th anniversary. The Parish Council supported this day, by donating £10.00 to the RBL Poppy Appeal. A cross was placed in memory to the fallen service man: ABS Frank Bowley.
(f) The toddler group asked permission to loan folding tables for their summer fate. The clerk had asked for details of the event and location, but had not received the information at the time of the meeting. Councillors agreed the loan of the tables was permitted, but that a "Terms of Hire Equipment" contract should be drafted for future use. Any lost or damaged items should be replaced like for like, and must only be used in the Parish. **Action:** Councillor Jay to draft.

(g) HS2 – a letter was received requesting consent to access Jubilee Field for a further two years to conduct surveys. HS2 are offering £250 for providing consent. The Parish Council agreed to accept this offer. **Action:** Clerk to sign and return paperwork.

102/19 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Jubilee Field – Drainage. The Clerk arranged Councillors to meet with Mr Burkinshaw (of R. Burkinshaws and Sons) on 16 May 2019. Unfortunately, Mr Burkinshaw did not attend. The clerk has since tried to rearrange this appointment, but awaiting Mr Burkinshaw returning to work. We anticipate a meeting date before the next Parish Council meeting.

(b) Grounds Maintenance Contract renewal – The clerk confirmed that the renewal contract was in place, and the direct debit set up last year would continue.

103/19 **MATTERS RELATING TO THE PARISH**

(a) Community Plan. The noticeboard in the GP surgery has been placed behind the door, and not visible. Councillor Jesson has asked this be relocated. The Community Picnic is arranged for Sunday 14 July 2019. The Clerk confirmed that the information has been submitted to Rotherham MBC Events department.

(b) Action Plan – Issue 1 – Lack of facilities for teens. The Clerk had spoken with the Youth Services of Rotherham MBC. No summer holidays plans have been confirmed but we have asked if they would consider hosting an event in Ravenfield/Hollings Lane playing field. It is understood that any event would be open to the Borough of Rotherham. Issue 2 – Parking at the school. The Clerk has been unable to gain land ownership details via land registry, without paying a fee. Parishioners suggested the local farmer may know. **Action:** Clerk to follow-up. Issue 3 – Green Spaces, path from Ravenfield to Woodlaithes village. Road pilings are required to better surface the footpath. The Clerk was awaiting a response from Rotherham MBC, Allan Lewis and Richard Pett. Councillor Napper also confirmed that funding had been approved from the purchase of solar lights and this could be followed up with Julie Colley.

(c) Parish Boundary – petition. The Clerk had received an email from Stuart Fletcher of Rotherham MBC, confirming that a meeting of officers had taken place and that they considered that the most appropriate way to progress this issue was by the preparation of a report regarding the proposed Community Governance Review which it is intended will be taken to the next full Council meeting in July. In the meantime, checks are being undertaken by our Electoral Services in relation to the signatures and addresses on the petition. Ravenfield Parish Council will be consulted about the content of the report prior to being submitted. **Action:** On receipt of the report, the Clerk will circulate to Parish Councillors.

(d) Woodlaithes Balancing Pond – update. Persimmon Homes wrote to MP John Healey advising dredging had taken place. The Clerk gave a definition of the word dredging, and understood Persimmon had removed pond weeds and left on the bank side, but they had not removed the silt. The pond is approximately 18" deep. It should be 5ft. **Action:** Clerk to relay this information to MP John Healey.

(e) Damaged trees/bushes – edge of Silverwood. A letter was received from G W Woolhouse & Sons Ltd explaining the tress had been cut back to maintain the boundary and prevent damage to agriculture machinery. Also, to allow sun light to penetrate the field margin affected by shading and water logging. The brash had been put back around the side of the boundary as a deterrent to the ongoing motorcycles, quads and 4x4 using the wood and land. **Action**: The clerk to invite Mr Woolhouse to attend a Parish Council meeting to discuss how we can work together in regards biodiversity and problematic off-road bikes etc using this area of land.

(f) Christmas Tree. The Clerk reported that solar/battery operated LED lights on average supply 80 LED lights per solar panel/battery. The tree we are looking to decorate would require approximately 1500 LED lights. It would not be practical or financially viable to pursue this. Previously the Cavalier had said it would not

agree to electric fed lights. **Action:** The Clerk to contact Wickerlsey PC and Rotherham MBC to look at possible lighting to/from street lights.

(g) Co-op Interest Free Loan – Councillor Jesson had looked into this, and explained that it would not be suitable.

104/19 **MATTERS RELATING TO THE PARISH HALL**

(a) Parish Hall Extension. Two of the four contractors who submitted estimated quotations visited the Parish Hall and met with Parish Councillors. Quotations are anticipated by 11 July 2019. The remaining two contractors no longer wish to tender for these works. The Parish Councils financial standing order requires three quotations must be sought. **Action:** Clerk to contact local builders.

(b) Sanitary Bins. The Clerk presented three quotations. Personal Hygiene Service (PHS) £150 pa, with collection every 6 weeks. Sheffield Washrooms £130, collection every 4 weeks. Eden Washrooms & Hygiene Services Ltd £80 pa collection every 4 weeks. The Parish Council agreed to commence a three-year contract with Eden Washrooms & Hygiene Services Ltd.

(c) Parish Hall Carpark – the light was repaired 12 June 2019.

(d) Shed Roof – additional agenda item. Caretaker brought to the Clerks attention that following the heavy rain the shed roof is leaking. Councillors assessed this and agreed not to repair/replace at this stage. Only bagged rock salt is stored in the shed.

(e) Hanging baskets – additional agenda item. It was commented that these were only put up last week and later than normal. Councillors had asked the resident adjacent the Parish Hall if he would tend to the empty manger baskets on the front of the Parish Hall, and would be reimbursed his costs. The Clerk advised that these baskets are filled and maintained as part of the contract of Parish hanging baskets.

105/19 **PLANNING**

(a) RB2019/0780 –1 Hall Mews - Listed building consent for replacement windows. Noted. No objections raised.

(b) RB2019/0722 – Homestead Nurseries - Formation of vehicle access Noted. No objections raised.

106/19 **EXTERNAL MEETINGS**

107/19 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

(a) South Yorkshire branch meeting – 19 June 2019 - noted

(b) YLCA Public Sector websites. An email received with NALC guidance. Action: Clerk to discuss with our current web developer/host – Rotherham MBC.

108/19 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

109/19 **FINANCIAL MATTERS**

(a) Update on Council's finances. The information was noted.

(b) Payments in accordance with the budget were agreed.

(c) Annual accounts. These were approved and signed for submission to the external auditor PKF Littlejohn. The internal auditor report recommends that all Parish Councillors be signatories of the Parish Council bank account. **Action:** Councillor Finch agreed to contact HSBC to discuss this.

110/19 **DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 11 July 2019 at 6.30pm.

111/19 **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.

112/19 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED**

113/19 **CLOSURE OF MEETING**

The meeting was closed at 8:35pm.

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Public Participation 13 June 2019

The proprietor of the Ravenfield Stores explained of ongoing parking issues outside the shopping centre. Cars parked irresponsibly. Cars left all day when not visiting any of the businesses. Reported downturn in trade. The Clerk suggested a site meeting with a representative from Rotherham MBC, and explained the Parish Council would like to support the businesses in the area but had no powers to resolve the reported problems. The land is privately owner and therefore the Borough highways cannot assist. It was agreed a site meeting would be helpful. **Action:** The Clerk to organise and inform business owners of this.

An enquiry was made into the promised litter bin, to be installed on the land across the road from Ravenfield Pre School. Councillor Napper confirmed a bin will definitely be in place at some point this year.

Parishioner complained that fencing and pipes from the recent road works were still left on the grass verge in Old Ravenfield. Also, black bags of rubbish have been dumped in the area. The Parish Council advised these be reported to Streetpride.

A complaint was raised at the speed in which a car left Hollings Lane playing field, following the event hosted by Ravenfield Rangers JFC on Saturday 18 May 2019. The gate was opened to allow cars to transport equipment. Representatives from Ravenfield Rangers JFC confirmed that they marshalled the opening and closing of the gate and did not witness the car in question. It was agreed that at future events, sign posts should be displayed and notices on car windows, asking that vehicles drive slowly. The area must be marshalled at all times.

Ravenfield Pre School staff attended the meeting to ask if the Parish Council could assist in anyway with sourcing a new home? It is understood that Ravenfield Primary School will close the pre-school in September 2020. It is a shock to all as in a few weeks' time the Pre-School mark their 50th anniversary. The Parish Council suggested they enquire of use of Elizabeth Parkin Centre, and look to apply for local grants. Councillor Napper advised they contact Gordon Watson and John Stonehouse of Rotherham MBC. **Action:** Clerk to write to Ravenfield Pre-School to ask for more information of the reasons for closing this facility.

Ravenfield Pre School also asked for loan of 20 tea cups and saucers on Thursday 4 July 2019, to return the same day – for use in their summer fayre. Clerk advised that a charity fashion event takes place in the Hall at 5:30pm. Councillors agreed a remaining 80 cups would be sufficient for the Parish Hall event, and that the Pre School could loan these items. Any breakages would need to be replaced by the Pre-School.

Ravenfield Pre-School provided the Parish Council with a photograph of the Roll of Honour 1914-1919. This was originally on the walls in the school, but has recently been removed. The Parish Council thanked the caretaker for this, and welcomed any supporting documents which would be housed in the proposed library area, when the Parish Hall is extended.

Councillor Napper informed all of presentations to be awarded to Ravenfield Rascals and Woodlaithes Womballs (litter picking groups) at the Ravenfield Arms on 22 June 2019 at 12:00pm.

Resident requested access to Jubilee Field gate to gain access with a mini digger to a back garden of a customer's property. It was advised the request should be made to the Clerk who will arrange access. No objections were raised by Parish Councillors.