

# The Minutes of Ravenfield Parish Council

Minutes of the Annual Ravenfield Parish Council meeting held on Monday 17 May 2021 at 6.30pm in Ravenfield Parish Hall, opened by Councillor K Jay, and chaired by elected Chairman, Councillor D Rowley.

Present: Councillors B Callear, K Jay, R Jupp, R O’Nion, N Pearson, D Rowley and Clerk G O’Carroll.

Five members of the public were present.

79/21 **ELECTION OF CHAIRPERSON - RESOLVED** that Councillor Rowley be elected as Chairman for the ensuing municipal year. Councillor Rowley was elected unopposed and unanimously.

80/21 **ELECTION OF VICE-PERSON. - RESOLVED** that Councillor Jupp be elected as Vice-Chairman for the ensuing municipal year. Councillor Jupp was elected unopposed and unanimously.

81/21 **ELECTION OF REPRESENTATIVES TO THE YLCA. – RESOLVED** the following nominations be made: Branch Chairman - Francis Jackson (Askew Town Council), Branch Vice-Chairman – Derek Liddlell (Silkstone Parish Council), Representative on the Joint Executive Committee – David Rowley (Ravenfield Parish Council).

82/21 **APOLOGIES** – all Councillor present.

83/21 **DECLARATION OF DISCLOSABLE PECULINARY AND OTHER INTERSTS** – none declared.

84/21 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS** – no items.

85/21 **PUBLIC PARTICIPATION** – see attached report.

86/21 **CONFIRMATION OF MINUTES** - It was **RESOLVED** that the minutes of the meeting held on Thursday 7 April 2021 be a true and accurate record of the proceedings. It was noted that the minute 75/21, date of next meeting (13 May 2021) was later rescheduled to 17 May 2021, adhering to Covid restrictions, and face to face meetings.

## 87/20 MATTERS ARISING FROM THE MINUTES

### 88/21 CORRESPONDENCE

- (a) Allot Close Parking – it was **RESOLVED** that the Council has no powers to intervene with parking complaints. The Clerk is to respond and suggest concerns be reported to the police.
- (b) A request has been received for a Wayside Seat to be placed midway along Braithwell Road, (suggested outside house number 56), to ease the walk for elderly parishioners who have found during the lockdown, that the walk from one bench to the next is too far. The Council agreed to consider this request, and requested that the Clerk obtain quotations for the purchase, fitting, and planning consent. Councillors suggested that a plaque be purchased also, in memory of the late Clerk, Alan Scholes.
- (c) Rotherham Hospice – Sunflower Appeal. It was **RESOLVED** that the Council make a donation of £50.00.

### 89/21 MATTERS RELATING TO THE RECREATION GROUNDS

- (a) A Gate Access, Hollings Lane Playing Field. Reference minute 25/21 (a). RMBC have confirmed they will allow the gate be changed, but that this will be at the cost and arrangement of Ravenfield Parish Council. The

Council do not agree with this, as the gate was initially installed by Rotherham MBC. **Action:** The Clerk to obtain details of a suitable gate, quotations, and to escalate the issue of the ownership/responsibility of the gate with Rotherham MBC.

- (b) The Clerk presented two quotations for signage to be placed on Ravenfield Rangers JFC, Storage Cabin. The Council **RESOLVED** to proceed with Signs Express, cost £128.16 exc vat.

## 90/21 MATTERS RELATING TO THE PARISH

- (a) Woodlaithes Balancing Pond – no updates have been received.
- (b) Remembrance Poppies on Lampposts -. It was **RESOLVED** that the Council purchase 110 events poppies at total cost of £330. To re-visit in July, to coordinate the display.
- (c) Defibrillated (situated outside the Cavalier) – Councillor Pearson, Rowley and the Clerk tested on Monday 15 March 2021 and found the defibrillator to be working. The smart pads had expired in February 2021. Replacement pads have since been purchased and fitted.
- (d) Additional Item – email received from Thrybergh Parish Council – new quotation obtained for the repairs to the Silverwood Colliery Wheel. The previous contractor is now unable to fulfil the works. The cost of the works is £1079. The Council **RESOLVED** to agreed to contribute a third of the cost (shared with Thrybergh and Dalton Parish Councils).

## 91/21 MATTERS RELATING TO THE PARISH HALL

- (a) The Clerk presented three quotations for replacement windows, front door and fire escape doors at the Parish Hall. Quotations received, £10476.66, £9865, and £9580, all excluding VAT). The Council asked the Clerk compare the guarantees of the two cheaper companies, and **RESOLVED** to proceed with placing the order with the cheapest quote, if both guarantees are the same.
- (b) Book Swap Library – Opening Dates 21 June 2021 onwards. The Clerk has written to the Old Peoples Social Fund (OPSF) to seek permission to allow access on a Wednesday evening. To revisit at the next Council meeting once the OPSF have held their AGM.
- (c) Car Park Surface/Drains. It was **RESOLVED** that the Caretaker concrete over the current arco drains in the carpark, that have sunk (the drains are not linked to any drainage system, and not actively draining water away).
- (d) Outdoor Space Improvement Ideas – **Action:** The Clerk to obtain ideas, and costs for compact seating.
- (e) The Indoor Bowls Group have requested a second front door key to enable two separate individuals run the group on a Wednesday and a Friday. It was **RESOLVED** to provide a second key.
- (f) Additional Item – the Baby Group have asked for access to the Hall from 8:00am to provide more setup time. The Caretaker asked if the Council would consider allowing the Baby group a key, because when the Hall returns to usual hire, the working day on a Monday and Tuesday will not finish until approximately 10:30pm. The Council **RESOLVED** to provide the Baby Sensory Group with a key to the front door.

## 92/21 MATTERS RELATING TO THE PARISH COUNCIL

- (a) Pension Policy – awaiting pension scheme details from South Yorkshire Pensions Authority to compare with the NEST scheme.
- (b) Vacant Parish Councillor Seat. Only six Councillors were elected at the Local Elections on 6 May. 1 seat remains vacant. The vacancy will be advertised 18 May 2021.

## 93/21 PLANNING

**RB2021/0600** – Homestead Nurseries, Common Lane, Ravenfield. – Widening of existing access, and creation of new access.

**RB2021/0601** – 14 St James Drive, Ravenfield – Prior notification of enlargement of a dwelling house by construction of an additional storey.

**RB2021/0730** – Land at Moor Lands Close, Ravenfield – Application to Vary Condition 02 (change of house type) imposed by RM2019/0365.

The planning application was noted. No objections raised.

#### **94/21 EXTERNAL MEETINGS**

Councillor Jay attended the virtual Rotherham MBC, Covid update meeting, 21 April 2021.

Councillor Rowley and the Clerk attended the online YLCA virtual conference 21 and 22 April 2021.

#### **95/21 YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

- (a) Additional Item - Rotherham MBC Joint Working Group. The information has been circulated. Councillors asked for details of when the meetings would be held. **Action:** The Clerk to obtain further information. The closing date of nomination papers is 11 June 2021.

#### **96/21 MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

- (a) Wayside Seat – Braithwell Road
- (b) Gate Access – Hollings Lane playing field
- (c) Book Swap – opening dates 21 June 2021 onwards
- (d) Parish Hall - Outdoor Space
- (e) Development plans for the outdoor space at the Parish Hall.

#### **97/21 FINANCIAL MATTERS**

- (a) Update on Council's finances. The information was noted and approved.
- (b) Payments to be made were approved.
- (c) Year End Accounts 2020/2021– circulated by email. The Council approved the accounts. .
- (d) Internal Auditor Report, 2020/2021 – circulated by email. Recommendation that the Council look towards online banking. The Council agreed that the Clerk should research further.
- (e) The Annual Governance and Accountability Return year ended 31 March 2021 forms were approved and signed by the Chairman. The Clerk will submit the accounts to the external auditor PKF Littlejohn LLP

#### **98/21 DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 10 June 2021 at 6.30pm, to be held in the Parish Hall. Councillor Callear and Councillor Rowley gave their apologies in advance for this meeting.

#### **99/21 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.

#### **100/21 DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.**

#### **101/21 CLOSURE OF MEETING**

The meeting was closed at 9:07pm.



## Ravenfield Parish Council

### Public Participation 7 April 2021

A parishioner asked the following questions regarding the Allotment re-opening plans:

1. Who will have access to the locked gate?
2. Has parking been addressed?
3. A soil sample test should be conducted, to check for contamination before allowing people to grown food.

The Council agreed that when a code of conduct is drafted, that residents of properties against the allotment land will be consulted.

Toni Murphy and Jenny Jacques are looking to raise funds to hold a village fete. They sought consent from the Council to hold a Zumba type class on Jubilee field, as a one off, fundraising event (towards a village fete). The Council **RESOLVED** to allow hire of the field, free of charge. The Clerk advised that consent also be sought from Rotherham MBC, Events department.

Consent was also sought to hold a one-off bingo/pie and pea evening, and a pop-up café, one Sunday a month, in the Parish Hall (as a fete fundraising event). The Council **RESOLVED** to provide free of charge Hall hire.

Parishioners asked that the Council look to place a BMX track on Jubilee field, as an activity for teenagers.

The Council are awaiting Rotherham MBC drainage team to carry out an investigation of the drains. **Action:** Clerk to chase this. (Originally scheduled early 2020, but cancelled due to floods and the Covid pandemic). The drainage issues of the field has to first be resolved, before any plans to develop the land.

One Parishioner explained that she was pursuing Rotherham MBC, and the police to do more to make the road safer for children on Moor Lane North, outside the school.