

# Ravenfield Parish Council

Ravenfield Parish Hall  
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Ravenfield  
Rotherham  
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3 September 2021

Dear Councillors

You are hereby summoned to attend a meeting of Ravenfield Parish Council to be held in Ravenfield Parish Hall on **Thursday 9 September 2021** commencing at **6:30pm** for the purpose of transacting the following business.

*Gemma O'Carroll*

Proper Officer of the Council

## Circulation List:

Councillor Rowley (Chairman), Councillor Jupp (Vice-Chair), Councillor Callear, Councillor Jay, Councillor Leach, Councillor O'Nion, Councillor Pearson.

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## AGENDA

**There will be a public session within the meeting. Questions from the public may be submitted by 5:00pm Wednesday 8 September 2021 to [ravenfieldparishcouncil@yahoo.com](mailto:ravenfieldparishcouncil@yahoo.com)**

- 1 **APOLOGIES** - to receive and accept apologies and reason for absence.
- 2 **DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**
  - (a) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct
  - (b) To receive and decide upon request for dispensations to councillors to take part in discussions and votes where they have declared disclosable pecuniary interests.
- 3 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS** - To identify any agenda items where resolutions may be moved to exclude the press and public, Under Public Bodies (Admission to Meetings) Act 1960, S1 (2)).
- 4 **PUBLIC PARTICIPATION** - maximum time allocation 30 minutes.

**Members of the public are welcome to stay for the Council meeting after the public session, as observers, but will not be able to join in the discussion unless invited to do so by the Chairman.**

- 5 **CONFIRMATION OF MINUTES** – To receive and confirm the minutes of the Council meeting held in Ravenfield Parish Hall on Thursday 8 July 2021 (attached), and the Extra Ordinary meeting, held on Thursday 26 August 2021 (attached).

- 6 **MATTERS ARISING FROM THE MINUTES** - To note any matters arising from the minutes of the last Council.
- 7 **CORRESPONDENCE** – To receive the following items and decide further action where necessary:
- (a) Resident enquiries (x2) - purchase section of Jubilee Field
  - (b) Resident email reporting tree issues on Jubilee Field.
- 8 **REPORTS FROM RAVENFIELD COMMUNITY GROUP PLAN** – To receive reports from members of the group and decide further action where necessary.
- (a) Minutes of the RCGP meeting, 26 July 2021 (circulated)
- 9 **MATTERS RELATING TO THE RECREATION GROUNDS** – To consider the following items and decide further action where necessary:
- (a) Duo-Fit Fitness Classes, Review terms of hire of Hollings Lane
  - (d) Jubilee Field, Drain Survey – update
- 10 **MATTERS RELATING TO THE PARISH** - To consider the following items and decide further action where necessary:
- (a) South Yorkshire Police - PSCO to attend and assist in answering questions.
  - (b) Remembrance Poppies
    - 1. Sponsoring a Lamppost Poppy
    - 2. Arrangements to Display
  - (c) Christmas Light Switch on – 1 December 2021
  - (d) Memorial Bench Plaque – Moor Lane South
  - (e) Queens Platinum Jubilee Beacons – 2 June 2022
- 11 **MATTERS RELATING TO THE PARISH HALL** - To consider the following items and decide further action where necessary:
- (a) Outdoor Space Improvement – update
  - (b) PAT Testing
  - (c) Solar Panels
  - (d) Christmas Closure Dates
  - (e) Current usage of the Parish Hall
  - (f) Caretakers working hours and duties
- 12 **MATTERS RELATING TO THE PARISH COUNCIL** - To consider the following items and decide further action where necessary:
- (a) Online Banking – application update
  - (b) Parish Asset Valuations - update
  - (c) Newsletter 2021 – distribution arrangements
  - (d) Community Ownership Fund
  - (e) Staff Pension Policy
  - (f) Staff Annual Leave
  - (g) Staff Study Leave
  - (h) HMRC – Employers Tax and National Insurance
- 13 **MATTERS RELATING TO THE PARISH ALLOTMENTS** - To consider the following items and decide further action where necessary:
- (a) Ravenfield Allotment Committee - Terms of Reference. Draft (circulated)
  - (b) Ravenfield Allotment Tenancy Agreement – Draft (circulated)
  - (c) Meeting of Interest – to confirm the date and time of meeting

- 14 **PLANNING** - To consider the following planning applications:
- RB2021/1461 – Land rear of 20 The Dell.** Application to undertake works to a tree (s) protected by TPO. (No.4) 1997.  
[Plan Portal](#)
- RB2021/1424 – 2 Church Close.** Demolition of existing detached garage and erection of single storey front extension with attached garage.  
[Plan Portal](#)
- RB2021/1013 – Land rear of 1-3 Moor Lane North.** Erection of 1 No. dormer bungalow.  
[Plan Portal](#)
- RB2021/1556 – Land at Moor Lane South.** Application to vary condition 2 (approved plans) imposed by RB2019/0365).  
[Plan Portal](#)
- RB2021/1632 – 77 Braithwell Road.** Single storey rear extension.  
[Plan Portal](#)
- RB2021/1665 – 18 Reasby Avenue.** – Two storey side extension.  
[Plan Portal](#)
- 15 **EXTERNAL MEETINGS** – To receive information.
- 16 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS** - To consider the following received items and decide further action where necessary:
- 17 **FINANCIAL MATTERS** – To receive and approve the following:
- (a) Update on the Council's finances
  - (b) Payments to be made
  - (c) External Audit Report 2020-2021
- 18 **DATE AND TIME OF NEXT MEETING**
- (a) To confirm the date and time of the next meeting, Thursday 14 October 2021, 6:30pm.
- 19 **ITEMS FOR THE AGENDA OF THE NEXT MEETING** - To agree on items to be included on the agenda of the next meeting of the Council.
- 20 **DISCUSSION OF ANY ITEM(S) FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED** - To discuss and take decisions about any agenda item(s) for which the press and public have been excluded
- 21 **CLOSURE OF THE MEETING**

<sup>1</sup> A Councillor is at risk of prosecution for committing criminal offences in s.34 of the 2011 Localism Act if they, without dispensation, participates or votes on a matter being considered in which they have a **disclosable pecuniary interest** (s.31(4) of the 2011Act). Or written notification of such DPI has not already been given to the Monitoring Officer and the member does not provide written notification of the interest to the Monitoring Officer with 28 days of the meeting (ss.31(2) and (3) of the 2011 Act). Or they knowingly or recklessly provide false or misleading information about the above (s.34 (2) of the 2011 Act).