

# The Minutes of Ravenfield Parish Council

Minutes of the Ravenfield Parish Council meeting held on Thursday 9 September 2021 at 6.30pm in Ravenfield Parish Hall, chaired by Councillor D Rowley.

Present: Councillors B Callear, K Jay, R Jupp, T Leach, R O’Nion, N Pearson, D Rowley and Clerk G O’Carroll.

Seven members of the public were present.

150/21 **APOLOGIES** – no apologies received, all Councillors present.

151/21 **DECLARATION OF DISCLOSABLE PECULINARY AND OTHER INTERESTS** – none declared.

152/21 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS** – Agenda items: 12 (e) Staff Pension Policy, 12 (f) Staff Annual Leave, 12 (g) Staff Study Leave, and 12 (h) HMRC – Employers Tax and National Insurance.

153/21 **PUBLIC PARTICIPATION** – see attached report.

154/21 **CONFIRMATION OF MINUTES** – Councillor Rowley requested an amendment to minute 124/21. Declaration of interest was in respect of agenda item 11 (d) Parish Council Insurance renewal (not agenda item 11 (a) – Pension Policy). Councillor Rowley declared that he had previously worked for Aviva insurance.

The Council **RESOLVED** that the remaining minutes of the meeting held on Thursday 8 July 2021 be a true and accurate record of the proceedings.

The Council **RESOLVED** the extra ordinary meeting held on Thursday 26 August 2021 be a true and accurate record of the proceedings.

155/20 **MATTERS ARISING FROM THE MINUTES.**

156/21 **CORRESPONDENCE**

- (a) Two residents of Barberry Way have emailed enquiries to purchase a section of Jubilee field, to extend the land of their property which shares a boundary with the field. It was **RESOLVED** that the land remain as public open space, and should not be sold.
- (b) An email received from a resident of Blackthorn Rise, raising concern that the trees on Jubilee field are too high, and reach the overhead power cables. Some trees have an overhang into residents’ gardens. **Action:** Clerk to report the high trees near overhead cables to the National Grid, and advise the resident that under common law, is permitted to cut back overhanging branches.  
Councillors agreed that a site meeting would be advisable. **Action:** Clerk to arrange a meeting date.
- (c) Additional Item. Email request received to hold a fund-raising event on Hollings Lane playing field on Saturday 9 July 2022 in memory of Thomas Bothamley fund. **Action:** Clerk to check this date does not conflict with Ravenfield Rangers JFC. If the date causes no conflicts, to grant permission in principle (Council hire agreement does not permit bookings more than 6 months in advance).
- (d) Additional Item: Email received from a parishioner suggesting the bushes be removed from the bus turning circle, near Cedar Drive, to prevent fly tipping. **Action:** Clerk to report the suggestion and issues surrounding fly tipping to Street Pride.

157/21 **REPORTS FROM RAVENFIELD COMMUNITY GROUP PLAN**

(a) Minutes of RCGP meeting held on 26 July 2021, circulated. Councillor Jay also reported a second meeting was held on 8 September 2021. The next meeting will be held on 8 December 2021.

#### 158/21 MATTERS RELATING TO THE RECREATION GROUNDS

- (a) The Council reviewed the terms of hire for the Duo-Fitness group. It was **RESOLVED** to extend the hire agreement, on the condition that classes with music must be held at the far end of the field. Classes with no amplified music (or headsets) permitted to be held at the front of the field. The condition is to be implemented with immediate effect to resolve noise related complaints from residents of noise disturbance.
- (b) No updates received from Rotherham MBC Drainage team, regarding drain repairs. **Action:** Clerk to provide Councillor Reynolds the contact details at Rotherham MBC.

#### 159/21 MATTERS RELATING TO THE PARISH

- (a) Two PCSO's attended the meeting to answer the questions raised:
  - 1. Off Road Bikes/Quad Bikes – a dedicated off road team monitoring. Noticed a decrease in activity over the summer months but an increase over the past few weeks. A covert camera is in place. Advice for the public is to report every sighting.
  - 2. Speeding throughout the village – Speed operations in place on Moor Lane North. 15 July 2021 and 12 August 2021.  
Nationwide operation "Edward" takes place next week and will be conducted outside Ravenfield Primary Academy.
  - 3. Parking (predominately outside school) – ongoing issue. Councillors made PCSO aware that vehicles are parking on the pavements and near junctions.
  - 4. Anti-Social behaviour of teenagers (predominantly on Hollings Lane recreational grounds) – the police only have one reported incident, and asked the public to report if they notice any problems. Reports received of issues around the Woodlathes shop.
  - 5. Youths on electric scooters on the roads going through red lights. No reports received by the police. Councillor Leach asked if the police would go into schools to educate the children of the dangers? PCSO's to feed back.
  - 6. It was confirmed that the presence of Armed Forces on Jubilee Field is an isolated incident.
  - 7. There were no report updates of the robbery in Old Ravenfield, and no arrests have yet been made.
  - 8. Are there any plans of the police to patrols the street? Rotherham North will cover the area, but no known patrols planned.
- (b) Remembrance Poppies:
  - 1. Posters are on display. Sponsorship forms distributed by Parish Councillors and available to collect from the Parish Hall.
  - 2. To be displayed 30 and 31 October 2021 by the Ravenfield Community Group Plan.
- (c) Christmas Light Switch On – 1 December 2021. Time agreed at 6:00pm.  
**Action:** Councillor Rowley to discuss plans with the Cavalier pub. Clerk to contact Ravenfield Academy, if they would like to nominate a child to switch on the lights, and if able to provide a school choir to sing carol songs. To report back at the next Parish Council meeting.
- (d) Memorial Bench Plaque – Moor Lane South. Councillor Callear would like to replace the plaque and would cover the costs personally. No objections received.
- (e) Queens Platinum Jubilee Beacons. Councillor Pearson confirmed that St James Church bells will ring. The Council agreed that a community event should be arranged, and suggested a Facebook survey be conducted to gauge the public preferred date, and the type of event people would like to see. **Action:** Councillor Jay to arrange the Facebook survey.  
The event to be considered in the budget planning.

#### 160/21 MATTERS RELATING TO THE PARISH HALL

- (a) The resurfacing works outside the Parish Hall are to be carried out on Monday 13 and Tuesday 14

*Ravenfield Parish Council – 9 September 2021*

September 2021.

- (b) The Council **RESOLVED** that PAT Testing should be made available to all users of the Parish Hall. **Action:** Clerk to arrange.
- (c) Solar Panels – **RESOLVED** to consider the purchase next year, and to take into account when preparing the budget. **Action:** Councillor O’Nion to investigate the most suitable type of solar panels.
- (d) The Council **RESOLVED** to close the Parish Hall for the Christmas period from 20 December 2021 and re-open on Tuesday 4 January 2022.
- (e) The Clerk provided details of the increase in Hall usage. The Council noted the information.
- (f) Caretaker hours have increased due extra covid sanitisation and increase in hall usage. The Caretaker has confirmed happy to work extra hours as overtime. **Action:** The Clerk to contact Thrybergh Parish Council to discuss relief caretaker assistance, if required.

#### 161/21 MATTERS RELATING TO THE PARISH COUNCIL

- (a) The Clerk confirmed that the Unity bank application has been submitted, and requested the signature of all Councillors as the final stage. Signatures obtained at the meeting.
- (b) Parish Asset Valuation. The Chartered Surveyor instructed to carry out an asset valuation of the Parish Hall has informed the Council that on carrying out the survey they can only provide a recalculation of costs to rebuild, sufficient for insurance purposes, but not as an asset valuation. They recommend we request an asset valuation from Rotherham MBC. Councillors questioned if necessary to have an asset valuation. **Action:** The Clerk to seek advice from YLCA.
- (c) Volunteers have collected newsletters as per distribution lists. The newsletters will be delivered to all household over the coming days.
- (d) Community Ownership Fund – this may be an opportunity to obtain financial assistance with re-opening the allotments. The next round of applications will be May 2022.
- (e) Staff Pension Policy – The Council agreed that the preferred pension scheme should be chosen by the employees. **Action:** The Clerk and Caretaker to decide on their preferred scheme and to inform the Council at the next meeting.
- (f) Staff Annual Leave – The Council approved the Clerk annual leave request for July 2022, and **RESOLVED** to miss the meeting of July 2022 and hold a meeting in the month of August 2022.
- (g) Staff Study Leave – The Clerk asked for a week’s study leave to catch up on CiLCA work. The Council approved this request.
- (h) HMRC – Employers Tax and National Insurance. The Clerk made the Council aware of an underpayment from May 2020 to present. HMRC notification letter received August 2021. The Council **RESOLVED** that the underpayment be paid.

#### 162/21 MATTERS RELATING TO THE PARISH ALLOTMENTS

- (a) Ravenfield Allotment Committee – Terms of Reference. To remove reference to livestock being permitted. **Action:** Clerk to carry out amendments and circulate revised copy for approval at the next Parish Council meeting.
- (b) Ravenfield Allotment Tenancy Agreement. **RESOLVED** that the Allotment Committee should have its own treasurer and secretary. **Action:** Clerk to carry out amendments and circulate revised copy for approval at the next Parish Council meeting.
- (c) Meeting of Public Interest, **RESOLVED** this be held on Sunday 17 October 2021 at 1:30pm, in the Parish Hall. **Action:** Clerk to invite the National Allotment Society representative.

#### 163/21 PLANNING

**RB2021/1461 – Land rear of 20 The Dell.** Application to undertake works to a tree (s) protected by TPO. (No.4) 1997.

**RB2021/1424 – 2 Church Close.** Demolition of existing detached garage and erection of single storey front extension with attached garage.

**RB2021/1013 – Land rear of 1-3 Moor Lane North.** Erection of 1 No. dormer bungalow.

**RB2021/1556 – Land at Moor Lane South.** Application to vary condition 2 (approved plans) imposed by RB2019/0365).

**RB2021/1632 – 77 Braithwell Road.** Single storey rear extension.  
**RB2021/1665 – 18 Reasby Avenue.** – Two storey side extension.

All planning applications were noted. No objections raised.

#### **164/21 EXTERNAL MEETINGS**

Councillor Rowley attended the Silverwood Site Improvement Meeting on 22 July 2021.  
Councillor Jay and Councillor Leach attended the online Parish Liaison Meeting on 19 August 2021.

#### **165/21 YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

#### **166/21 MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

#### **167/21 FINANCIAL MATTERS**

- (a) Update on Council's finances. The information was noted and approved.
- (b) Payments to be made were approved.
- (c) External Audit Report 2020-2021, circulated and noted.

#### **168/21 DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 14 October 2021 at 6.30pm, to be held in the Parish Hall.

#### **169/21 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.

#### **170/21 DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.**

#### **171/21 CLOSURE OF MEETING**

The meeting was closed at 9:37pm.

## **Ravenfield Parish Council**

### **Public Participation 9 September 2021**

Hollings Lane residents (x 2) attended the meeting to complain about the music being played by Duo-Fit sessions held on Hollings Lane playing fields, and asked that the classes be held at the far end of the field away from the residents' properties.