

Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 9 April 2020 at 6.30pm via GoToMeeting video call.

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

No members of the public were present.

55/20 **APOLOGIES** – received and accepted from Councillor Callear.

56/20 **CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on 12 March 2020 were approved as a true record.

57/20 **MATTERS ARISING FROM THE MINUTES**

58/20 **CORRESPONDENCE**

- (a) Email received from Richard Nettleton, Contracts and Technical Officer of Rotherham MBC to advise that with immediate effect all general maintenance works will be suspended due to the Covid19 situation. Works will resume as soon as possible, at which stage payment implications can be discussed. The areas affected under Ravenfield Parish Council general maintenance contract: Hollings Lane recreational grounds, and Jubilee field.

59/20 **MATTERS RELATING TO THE RECREATION GROUNDS**

- (a) No further updates have been received from Rotherham MBC. We understand that only emergency works are taking place due to the Covid-19 situation.
- (b) Hollings Lane play area is now closed. The Clerk placed notices on 24 March 2020. Rotherham MBC informed the Parish Council that they would be closing the park by locking the gates and placing notices from 25 March 2020. The gates are still open and photographs taken of a youth on the play equipment with the Parish Council notice visible. **Action:** Councillor Jay to secure the gates to deter access.

60/20 **MATTERS RELATING TO THE PARISH**

- (a) Community Plan are still awaiting charity status. No other updates.
- (b) The Clerk emailed Bal Nahal, Head of Legal Services at Rotherham MBC, 3 April 2020, to ask if there are any anticipated delays due to the Covid-19 situation. No reply has been received as yet. Councillor Rowley offered to draft a letter to all Ward Councillors, explaining our reasoning for the request to the boundary change. The letter will be circulated to all Parish Councillors for approval.
- (c) Woodlathes Balancing Pond – update. MP John Healey is pursuing the issue with Yorkshire Water and looking at the original agreement with Rotherham MBC. Due to the current Covid-19 emergency, MP John Healey asked if there would be any objection putting the matter to one side for a couple of months. The Clerk had replied to confirm that the Parish Council had no objections, and thanked for efforts in helping to resolve the matter.
- (d) The planning application submitted for the siting of a war memorial was returned as invalid due to the location and site plan not meeting the necessary criteria. The Clerk confirmed that the associated maps were purchased at a cost of £32.40. The planning application fee of £117.00 has also been paid.

Rotherham MBC have confirmed all necessary documents have been submitted and the planning application process will commence.

- (e) Following guidance received from YLCA there is no requirement for a local council to hold an annual meeting until May 2021. Ravenfield Parish Council resolved to cancel the 2020 annual meeting. It was also resolved that there was no need to elect a new Chairman, and that the Council would continue under the same Chairman and Vice Chair.
- (f) Reports of livestock charging at pedestrians walking through the field at the bottom of Braithwell Road into Old Ravenfield were received by email on 29 March 2020. The reports were followed up by Rotherham MBC who contacted the farmer. It was confirmed that a calf and mother have been placed in the field. The farmer believes that dogs off the lead and people approaching the cow, cause the cow to charge. The pedestrian reporting the problem gave a different account. Rotherham MBC advised that there are no regulations to prevent a farmer placing livestock in field accessed by pedestrians.

We understand that an 8ft rights of way sign is also missing from the top of the field. Rotherham MBC have requested an exact location so to replace. **Action:** Clerk to provide a map for Councillor Jesson to identify the location.

Councillors reported that this issue has been a problem for a number of years, and that the Rights of Way officer for Rotherham MBC should investigate if the right of way could be altered to prevent crossing livestock. **Action:** Clerk to consult with Rotherham MBC.

- (g) We are following governments guidance in relation to Covid-19. YLCA recent white rose publication advertised a discount for the Pro Plan Zoom package to host remote meetings. It was resolved that the next Parish Council should be hosted on this platform, as would be slightly cheaper than the GoToMeeting used to host this meeting. A Zoom test meeting will be held on Wednesday 15 April 2020 at 11:00am.

Action: The Clerk to send invites to all Councillors.

We are aware that we cannot make an application for the Job Retention (Furlough) scheme to assist with the Caretakers salary, as we are in receipt of public money (precept). It was questioned if a business grant maybe available to assist with the loss of income whilst the Hall is closed. **Action:** Clerk to seek advice from the YLCA.

61/20 **MATTERS RELATING TO THE PARISH HALL**

- (a) Parish Hall Extension. External building works temporarily stopped week ending 27 March 2020 due to delivery of materials ceasing/Covid-19. Internal works have taken place week commencing 30 March 2020, but again stopped until building materials are delivered. Unfortunately, no estimated dates are available, as builders' merchants wait on advice from the government. The hall is now closed to all users. The Clerk has advised all key holders not to enter the hall for health and safety purposes. Councillor Pearson asked that the builders be reminded of the repair works in the car park. **Action:** Clerk to follow up.
- (b) Unfortunately, the planned meeting at 6:15pm, 9 April 2020, to view the outside of the Parish Hall/boundary markers with 12A Birchwood Drive was unable to take place (Covid-19). This item will remain on the agenda and once the current lockdown and social distances measures are lifted, the meeting will take place. The resident of 12A Birchwood Drive has been informed by email..

62/20 **PLANNING**

- (a) **RB2020/0497** - 42 Green Bank Drive Sunnyside, Demolition of existing conservatory & erection of single storey rear extension
No objection raised.
- (b) **RB2020/0502** - 7 Howson Close, Erection of two storey side and single storey front extension.
No objection raised.

63/20 EXTERNAL MEETINGS

The Clerk to attend the Rotherham MBC Local Council Liaison teleconference meeting, Wednesday 15 April 2020. It is unknown if the meeting is open to Parish Councillors. The Clerk will circulate the information once clarification is received from Rotherham MBC.

64/20 YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

Councillor Jay joined a remote YLCA, Covid-19 meeting, which are held weekly. We are covering all areas recommended by YLCA.

65/20 MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA

(a) Election of Chair and Vice Chair Councillors

66/20 FINANCIAL MATTERS

- (a) Update on Council's finances. The information was noted.
- (b) Payments in accordance with the budget were agreed. The Clerk explained that there are no signed cheques for future payments. It was resolved to address this at the next Parish Council meeting in May, as the current lockdown may then be lifted.
- (c) Year End Accounts, The Clerk advised waiting on the bank statement to cover period 24 March 2020 – 1 April 2020 (the statement dates run from 24 March 2020 – 23 April 2020). On receipt of this, the year-end accounts will be circulated by email. YLCA have also indicated that the Parish Council should arrange for the internal audit to take place whilst we await further information from PKF Littlejohn (External auditor) – currently on hold due to the Covid-19 situation. The Parish Council agreed that the Clerk could hand over the accounts once in receipt of the final bank statement, in accordance with the governments social distancing guidance.

67/20 DATE AND TIME OF NEXT MEETING

The date and time of the next meeting was confirmed as 14 May 2020 at 6.30pm, and will be by video.

68/20 CLOSURE OF MEETING

The meeting was closed at 7:30pm.

Ravenfield Parish Council
Public Participation 12 March 2020

There was no public participation.