

## Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 14 May 2020 at 6.30pm via Zoom video conference, and Chaired by Councillor K Jay.

Present: Councillors D Finch, K Jay, J.Jesson, R Jupp, N Pearson, D Rowley and Clerk, G.O'Carroll.  
Councillor Finch left the meeting at 19:30pm.

One member of the public was present.

69/20 **APOLOGIES** – received and accepted from Councillor Callear.

70/20 **CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on 9 April 2020 were approved as a true record.

71/20 **MATTERS ARISING FROM THE MINUTES**

72/20 **DECLARATIONS OF INTEREST** – no declarations of interest were raised.

73/20 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**

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

74/20 **CORRESPONDENCE**

- (a) Thrybergh Parish Council asked if Ravenfield would go ahead with this year hanging baskets, due to the financial impact of Covid-19 pandemic. The Clerk confirmed that the order was placed with the supplier in February. Parish Councillors agreed that hanging baskets within Ravenfield will go ahead. Councillor Rowley suggested that we look to add additional baskets outside the new properties on Moor Lane South. All Councillors voted in favour. **Action:** Clerk to place an order for an additional two hanging baskets.

75/20 **MATTERS RELATING TO THE RECREATION GROUNDS**

- (a) No further updates have been received from Rotherham MBC. Only emergency works are taking place due to the Covid-19.
- (b) Hollings Lane play area remains closed. Councillor Jay confirmed that the gates remain locked. The February play inspection report (received 13 May 2020) highlights the cracked floor surface, with a low impact score. The Clerk has chased Rotherham MBC for additional quotes for the necessary repairs.
- (c) The wooden gate post, leading onto Jubilee Field, looks to have rotten, and unable to support the actual gate. The Clerk contacted Strata homes, and they provided information from the land registry identifying the gate is the ownership of the Parish Council. It was resolved that the gate and post should be replaced with a metal equivalent, which would last longer than a wooden gate and posts, and be less maintenance. **Action:** Clerk to source quotations.

76/20 **MATTERS RELATING TO THE PARISH**

- (a) Community Plan have no updates, have been unable to meet during the current Covid-19 pandemic.
- (b) The Clerk spoke with Stuart Fletcher, Rotherham MBC, Service Manager, Legal Services, regarding the schedule of the Community Governance Review. Stuart explained that the results of the public consultation

were to be reviewed at the next full ward council meeting in May 2020. Due to the Covid-19 pandemic, the meeting will be held by video, and will be the first meeting held this way. Rotherham MBC feel that this meeting would not be suitable to discuss the CGR and asked if the schedule could be amended to the next full ward meeting on 22 July 2020. Stuart Fletcher will email the Clerk with written detail of this.

The Clerk had circulated a draft letter to all Parish Councillors, to be sent to all Rotherham MBC Ward Councillors, explaining why we have requested a boundary change. It was resolved to remove paragraph referencing public transport, and to amend the date of the last boundary change to 1994. **Action:** Clerk to post and email approved letter on 1 June 2020 to all Rotherham MBC Ward Councillors.

- (c) Woodlaithes Balancing Pond – update. MP John has spoken with Yorkshire Water Corporate Affairs, and has shared correspondence received from Persimmon Homes. We are now waiting on Yorkshire Water reviewing this information, and hope that MP John Healey and Yorkshire Water Developer Services will press Persimmon again to fulfil their responsibility to dredge as part of the legal legacy maintenance agreement.
- (d) Planning consent was received on 13 May 2020 for the siting of a War memorial on the grass verge, situated opposite number 10 Moor Lane North. The Clerk has placed the stone work order with Steve Winks Memorial. The estimated works are due to be carried out in July 2020. Councillors discussed an opening ceremony on VJ Day 15 August 2020. **Action:** To re-visit at the next Parish Council meeting.
- (e) A further complaint was received in relation to the right of way on the field at the bottom of Braithwell Road into Old Ravenfield. The style appears to have been blocked by the fencing. The complaint was forwarded to Rotherham MBC, who confirm that they are not responsible for this, but have confirmed that this is permitted as the fence only gives the appearance to prevent pedestrian access, but does not actually stop access. A Rights of Way Officer will visit site and review this, once the Covid-19 restrictions are lifted. Parishioner present suggested the right of way foot path be amended to go around the perimeter of the field, oppose to across the middle. **Action:** Clerk to put this suggestion to Rotherham MBC Right of Way Officer.
- (f) We continue to follow the governments guidance in relation to Covid-19.  
Councillor Napper asked the assistance of the Clerk to distribute Covid-19 leaflets produced by Rotherham MBC, aimed at the vulnerable. Councillor Pearson, the Clerk, and a volunteer within Ravenfield, delivered 180 leaflets to those areas considered most vulnerable. The Clerk thanked Councillor Pearson, and volunteer for their help with this. On delivering the leaflets, Councillor Pearson was informed by residents that they had already received the leaflet along with their post.  
Minutes 58/20 (a) Rotherham MBC advised that grounds maintenance within the borough have stopped (Covid-19 related). Complaints have been received from parishioners. Rotherham MBC are unable to indicate when grass cutting will resume within Parishes. Their current priorities are parks and old people housing complexes. The Clerk enquired if there will be a reimbursement from missed grass cuts. At this time, it is anticipated that the number of grass cuts will be made up as the grass is now so long that it cannot be cut down to the usual length on the first cut. If the weather is kind, additional grass cuts will run into later months.  
A quote has been received from J. Mallen Paddock Maintenance of £80.00 to cut Jubilee field. Parish Councillors all voted to proceed with the quotation, to allow the public to utilise the area. **Action:** Clerk to arrange the work be carried out, and key access for the gate.
- (g) Annual Newsletter. It was resolved that Councillor Jesson would coordinate the annual newsletter. Articles to include: Christmas lights 2019, Parish Hall building works, Covid-19 community support and the War Memorial. All reports, advertisements and articles to be received by 8 August 2020. **Action:** Clerk to request a quotation from the printers, and seek consent from named parties to print their names.
- (h) Speed Reduction Signage – the matter was initially raised by a parishioner, praising the reduced speed limit, but commenting that the signage is inadequate. The 30mph sign on the brow of Hollings Lane will soon be covered in foliage. Question asked if 30mph signs could be placed on lampposts at regular intervals and more speed reduction markings painted on the road. There is a lot of confusion at the bottom of Moor Lane South in Bramley, where a flashing 30mph sign is situated against a 40mph speed limit sign.

The Parish Council would like to see the whole of Moor Lane South set to 30mph, and made clear to drivers. **Action:** Clerk to contact Rotherham MBC highways.

## 77/20      **MATTERS RELATING TO THE PARISH HALL**

- (a) Parish Hall Extension. The roof trusses were delivered on 8 May 2020, and works have resumed, although anticipate to be slow over the coming weeks due to supply issues, associated with the effects of Covid-19, national shortage of materials, and backlog of orders etc.  
Councillor Jesson asked for book donations to be used in the new book swap library room of the Hall. Councillors discussed the outdoor space, and the donation received from Ward Councillor Napper towards renovating this area. **Action:** Clerk to ask ROC advice and associated costs for a resin and a tarmac ground surface. Councillor Jesson felt that the Art group may like to donate monies towards a bench. Other groups may also like to donate towards additional benches/outdoor furniture.
- (b) Once social distancing restrictions are lifted, the Clerk will arrange for Councillors to view the outside of the Parish Hall/boundary markers with 12A Birchwood Drive. The resident of 12A Birchwood Drive asked if in the meantime, Parish Councillors would call by to view the scaffolding on his garden. He did give consent to allow this, but would like for the Council to view.

## 78/20      **PLANNING**

### **RB2020/0431 – Grass verge opposite 1-3 Moor Lane North. Siting of war memorial.**

The Clerk added the following information. An amendment to the planning was submitted, to position the memorial opposite number 10 (the current Millennium sign is opposite numbers 1-3). Rotherham MBC circulated the planning application on 14 April 2020 (although the planning application was submitted on 16 March 2020). We have since received planning consent.

## 79/20      **EXTERNAL MEETINGS**

Councillor Jay attended the Rotherham MBC Local Council Liaison teleconference meeting, Wednesday 15 April 2020.

Councillor Jay and the Clerk attended Rotherham MBC Local Councils Liaison Teleconference meeting - Monday 4th May. Updates received regarding Covid-19. Advised there are no dates known for when the grounds maintenance (grass cutting) will resume.

## 80/20      **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

- (a) Funding for Local Councils. Detailed in the White Rose update on 7 May 2020, it was confirmed that NALC are lobbying for government to have a share of the £3.2 billion made available to principal authorities. YLCA suggest that we should write to Rotherham MBC to explain how the Covid-19 pandemic is and has affected Ravenfield Parish Council. **Action:** Clerk to write to Rotherham MBC.

## 81/20      **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

- (a) PAT Testing

## 81/20      **FINANCIAL MATTERS**

- (a) Update on Council's finances. The information was noted. Drawing attention to receipt of the Community Infrastructure Levy payment received from Rotherham MBC, new homes on Moor Lane South. Councillor Rowley added that this money would cover costs associated with additional hanging baskets.
- (b) Payments in accordance with the budget were agreed. The Clerk arranged to meet Councillor Pearson and Councillor Rowley in the Parish Hall car park on Monday 19 May at 9:45am, to sign cheques – following social distancing guidance.
- (c) The Clerk supplied Councillors with a breakdown of loss of income, calculated to the end of June totals £2264.00
- (d) Year End Accounts, were circulated by email to Parish Councillors. The accounts were approved by all Councillors present (Councillor Finch had left the meeting at this time) and will be handed over to the internal auditor on Monday 19 May 2020.

## **82/20 DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 11 June 2020 at 6.30pm, and will be hosted by video, on the Zoom platform.

## **83/20 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.

## **84/20 DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED**

- (a) The Caretaker thanked the Parish Council for continuing to pay 100% salary, while unable to work (due to Covid-19). Currently when the Caretaker works over 14 hours, the additional hours are banked, and used to cover a shortfall of hours if necessary. If the hours build up and cannot be taken back in time, the hours are paid back as extra earnings. The Council asked that whilst the Caretaker cannot work, and full pay is received, the 14 hours a week are banked, with a view that once Covid-19 restrictions are lifted, and the Parish Hall is operational again – any additional hours worked, will be deducted from the banked hours (currently running at 14 hours per week, week commencing 23 March 2020). The Caretaker asked for confirmation that the banked hours will run from 1 April 2020 – 31 March 2021. The Caretaker also asked if annual leave could be paid back, rather than taking?

**Action:** Councillors asked to re-visit this at June Parish Council meeting.

- (b) Within the recent YLCA White Rose update, attached was the Parkinson Partnership detailing the maximum allowance for working from home was £27.00 per month. The Clerk receives £30.00. It was resolved that the Clerks allowance should remain at £30.00 per month.

## **85/20 CLOSURE OF MEETING**

The meeting was closed at 7:57pm.

## Ravenfield Parish Council Public Participation 14 May 2020

There was no public participation.

The member of public present was invited to add comment on the agenda items of interest; 8 (e) Livestock in Fields – Rights of Way, and 8 (h) Speed Reduction Signage.