

Ravenfield Parish Council

Minutes of the Ravenfield Parish Council Meeting held on Thursday 11 June 2020 at 6.30pm via Zoom video conference, and Chaired by Councillor K Jay.

Present: Councillors B Callear, D Finch, K Jay, J.Jesson, R Jupp, N Pearson, D Rowley and Clerk, G.O'Carroll. Councillor Jesson left the meeting at 8:02pm.

Two members of the public were present.

86/20 **APOLOGIES** – all Councillors were present.

87/20 **CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on 14 May 2020 were approved as a true record.

88/20 **MATTERS ARISING FROM THE MINUTES**

Councillor Rowley commented that no hanging baskets are yet in place outside the new properties on Moor Lane South. Councillor Jay confirmed that no hanging baskets are in place on the stretch of Moor Lane South. The baskets should be in place anytime, as initially advised the first week of June.

89/20 **DECLARATIONS OF INTEREST** – no declarations of interest were raised.

90/20 **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION**

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

91/20 **CORRESPONDENCE**

- (a) An email was received from a parishioner, a keen cyclist, enquiring if the Parish Council had reviewed the local area to ensure and encourage safe cycling and if a safe cycle storage facility (suggestion of a metal shed structure like those on the Tanyard at Wickerlsey) could be provided outside the shopping area. Also, to request the Parish Council discuss the Borough Council plans for the renewal of access gates in the area. The Parish Council have received no complaints of cycling facilities in the area (other than off road bikes). A bike rack of some form was considered a good idea, but consent from the land owner would be required. The Clerk advised that the grass verge is owned by Rotherham MBC Highways, and the Shopping Centre car park, is owned by the landlord of the shops. It was resolved that the Clerk should make enquiries with Rotherham MBC planning, at potential planning fees. To review at the next Parish Council meeting.
- (b) Over the lockdown period a group of local residents began mountain biking in the Silverwood/Gulling wood woodland more than normal. They have cleared old paths and trails and develop them into smoother tracks. A representative from the group joined the meeting to explain what they had done, and the feedback they have received from locals, reporting that generally, the feedback is positive, especially from parents, South Yorkshire off road police called by and supported the work. There have been complaints direct to the police and some locals have tried to remove the tracks themselves. Land owners, the Ogden group have refused permission for the tracks in the woodland and asked that they be removed. The group asked for help and support from Ravenfield Parish Council, as feel that the track has been enjoyed and welcomed by many locals. Councillors explained that as the land is not owned by the Parish Council there is little we can do to assist, but recommended that local MP John Healey maybe able to offer

support. Councillors also commented that there are issues locally with off road bikes, and would discourage any tracks that off road bikes would like to use. There is a worry that people may copy the tracks and go onto create multiple tracks. It was also noted that tracks should not interfere with wildlife.

- (c) A young boy, Stanley, of Ravenfield had started a Covid-19 snake outside his home on Hollings Lane, made of hand decorated pebbles, which people have added to, and created a snake that extends to Spencer Drive. The snake has made local news, on television and in the Rotherham Advertiser. Stanley and his mum would like to see the snake made as a permanent memory within Ravenfield, of how the community came together during the Covid-19 lockdown. Stanley's mum is preserving those stones which are painted, with appropriate varnish, and also spoke of a similar project in Cumbria. Concern was that the stones may not look preserved/colourful for long and become unsightly in time, and would need to consider the preservation of these. Suggested areas the Parish Council could consider re-siting the Covid-19 Snake to, were discussed as at the Parish Hall, Ravenfield Primary Academy, or nearby the Millennium sign. The Clerk explained that placing near the Millennium sign may require planning consent as the land is owned by Rotherham MBC. **Action:** To add as an agenda item at the next Parish Council meeting, Stanley's mum to provide details of the Cumbria project and how the stones were preserved, Clerk to gain details of necessary planning costs.

92/20 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. Quotes have been received from two play surface repair contractors approved by Rotherham MBC, but a third is required to meet the Council's financial standing order. **Action:** Clerk to contact Komplan, supplier of play equipment.
- (c) Rotherham MBC approved contractor, Lightmain are due to visit Jubilee field, Kingsley Drive gate entrance over the next couple of days to quote for replacement gate posts and gates. Councillor Pearson offered to meet with Lightmain. The Clerk explained difficulties requesting quotations, as contractors reluctant to visit site due to the Covid-19 restrictions and offering quotes by submission of measurements.
- (d) Resident of 34 Bridgewater Way requested key access to the gate off Barberry Way, to allow a landscape gardener access to the rear of their property via Jubilee field. The Clerk sought consent from Parish Councillors prior to the meeting to grant permission. Terms of use have been issued, signed by the resident. Certificate of public liability insurance also received from the landscape contractor.
- (e) Additional item, to note two silver birch trees on Jubilee field, at the rear of Orbourne Close were felled on 8 June 2020. Herbicide treatment was also carried out on the Jubilee field trees (alongside Barberry Way) removed last year.

93/20 MATTERS RELATING TO THE PARISH

- (a) Community Plan have no updates, have been unable to meet during the current Covid-19 pandemic. Councillor Jay has received an enquiry via Facebook, enquiring if local gardeners are required. Councillor Jay to forward the details onto Councillor Jesson.
- (b) The Clerk confirmed that the Community Governance Review, Parish Council explanation letter was posted to all ward Councillors on 1 June 2020. A copy of the letter was sent by email to all councillors with a registered address of the Town Hall. A further email is to be sent to all ward councillors to catch those that may have missed the postal letter.
- (c) Woodlathes Balancing Pond, no further updates have yet been received.
- (d) There are no further updates on the war memorial. We anticipate this be in place in July 2020. The Parish Council briefly discussed an opening ceremony on VJ Day 15 August 2020. **Action:** To re-visit at the next Parish Council meeting.

- (e) The Clerk has followed up the earlier complaints regarding the right of way on the field at the bottom of Braithwell Road into Old Ravenfield and the suggestion we look to divert the current path crossing the centre of the field, by diverting to the perimeter of the field. This would be a legal process. Before we begin, the Clerk is to arrange a meeting on site with a Rights of Way Officer from Rotherham MBC. Councillor Jesson and Councillor Pearson offered to attend.
- (f) We continue to follow the governments guidance in relation to Covid-19. The Clerk confirmed that a letter has been sent to Rotherham MBC, to enquire if any Covid-19 funds received from the Government to Borough Councils will be passed onto Parish Councils. No reply received as of 11 June 2020.
- (g) Annual Newsletter. The Clerk confirmed consent received from those names we required in order to print thanks. Councillor Callear to prepare a report of the Parish hall. Councillor Pearson to prepare a report of the war memorial.
- (h) Speed Reduction Signage, the Clerk confirmed that an email has been sent to Rotherham MBC highways, but no reply received as of 11 June 2020. Councillors have noticed speed watch cameras on Braithwell Road over the past weeks.
- (i) The Parish Council website will be transferred to a new platform during the course of June 2020, carried out by Rotherham MBC. The Clerk will look to tidy up the new website by archiving old data. New photographs are required for the homepage banner. Councillor Jesson offered to provide some local photographs.
- (j) Additional Item. Councillor Napper asked if the Parish Council was aware of a request received from a resident/s of St James View/St James Rise for the placement of bollards to prevent traffic crossing the small road between. The Parish Council resolved that bollards are not necessary and would not support this. The road in question is infrequently used, and that bollards would prevent emergency vehicle access.
- (k) Additional Item – Councillor Jupp asked if others had experienced the new road surfacing on Moor Lane North, melting. The tar being wet has transported from car tyres onto block paving which is now marked, and cannot be removed. Councillor Jupp will follow up with Rotherham MBC Streetpride.

94/20 **MATTERS RELATING TO THE PARISH HALL**

- (a) Parish Hall Extension. Councillor Callear and Councillor Pearson met with ROC Developments on site, 29 May 2020 to discuss the current oven extractor fan, after a large industrial extraction duct not shown on the architect drawings, was exposed. It was resolved by Councillors present to remove the existing oven extractor and duct, and for ROC to replace with domestic style extractor. The oven is rarely used and the associated costs to preserve the current extractor are not necessary.
The Caretaker also asked the Parish Council to consider placing a radiator in the kitchen. The room is cold, and the Caretaker is aware that some groups use the oven to warm up the room. The Parish Council resolved to place a radiator in the kitchen, as heating costs would be cheaper by radiator than the use of an oven.
- (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. Councillors asked the Clerk to write and thank the residents of 12A Birchwood Drive for their patience, and allowing the scaffold on the boundary border. Due to the Covid-19 pandemic the scaffold has been in place longer than anticipated. The Parish Council noted this and appreciate the understanding of the residents.
- (c) Additional Item – Residents of 19 Allot Close reported that on clearing their garden of overgrown shrubbery it has exposed a missing fence panel at the end of their garden onto the side of the Parish Hall. It was resolved that the Parish Council are not responsible for the boundary fencing to properties on Allot Close. The original boundary fence was placed by the builders of Allot Close. Some years ago, Ravenfield Parish Council erected a new fence, to cover the existing boundary fence (the remnants of the original boundary fence are still visible). The Parish Council fence was carried along the car park, and down the side of the Hall, as far as possible (the old shed, and conifer of 12A Birchwood Drive) prevented going any further.
Action: Clerk to inform residents of 19 Allot Close of this information.

95/20 PLANNING

No planning applications received as of publication of the agenda on 5 June 2020.

96/20 EXTERNAL MEETINGS

The Clerk attended Rotherham MBC Local Councils Liaison Teleconference meeting – 21 May 2020. Updates received regarding Covid-19.

97/20 YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

- (a) White Rose update, 5 June 2020 mentioned National Lottery and HMRC funding. The Clerk confirmed that we are not eligible to apply to these.
- (b) South Yorkshire Branch meeting, 17 June 2020, hosted online via Zoom.

(Councillor Jesson left the meeting)

98/20 MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA

99/20 FINANCIAL MATTERS

- (a) Update on Council's finances. The information was noted and approved. Additional invoice received 11 June 2020 from Robert Booth Tree Surgeon, and not detailed on the financial schedule. The Parish Council approved payment of this invoice.
- (b) Payments in accordance with the budget were agreed.
- (c) Year End Accounts, were approved 11 May 2020. The internal auditor completed his report on 8 June 2020 which was circulated by email to all Parish Councillors. Recommendations received by the internal auditor to display Councillors expenses separately and detail S137 clearly, were actioned, and amended year end accounts were circulated to Parish Councillors for approval. The Parish Council confirmed approval of the year end 2019/20 accounts. The Clerk to arrange with the Chair, Councillor Jay, to meet adhering to social distancing guidance, for the Annual Governance and Accountability Return year ended 31 March 2020 forms to be signed. The Clerk will submit the accounts to the external auditor PKF Littlejohn LLP.

100/20 DATE AND TIME OF NEXT MEETING

The date and time of the next meeting was confirmed as 9 July 2020 at 6.30pm, and will be hosted by video, on the Zoom platform.

101/20 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.

102/20 DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.

- (a) The Clerk has submitted a question to YLCA, regarding the Caretakers request to receive pay of annual leave rather than taking this throughout the remaining financial year. It was resolved to re-visit this question at the next Parish Council meeting once in receipt of YLCA guidance.
- (b) . The Clerk sought permission to register for the ILCA online course. The fee is £99 + VAT. The Parish Council approved this request and agreed to reimburse the Clerk this fee.

103/20 CLOSURE OF MEETING

The meeting was closed at 8:13pm.

Ravenfield Parish Council
Public Participation 11 June 2020

There was no public participation.

Public presented were invited to add comment at the agenda items of interest, 8 (b) Bike Track (Silverwood/ Guilling woods) and 8 (c) Covid-19 Stone Snake (Hollings Lane).