

# Ravenfield Parish Council

Ravenfield Parish Hall  
Birchwood Drive  
Ravenfield  
Rotherham  
S65 4PT

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11 September 2023

Dear Councillors

You are hereby summoned to attend a meeting of Ravenfield Parish Council to be held in Ravenfield Parish Hall on **Thursday 14 September 2023** commencing at **6:30pm** for the purpose of transacting the following business.

*Gemma O' Carroll*

Proper Officer of the Council

## Circulation List:

Councillor Pearson (Chairman), Councillor Jones (Vice-Chair), Councillor Callear, Councillor Jay, Councillor Jupp, Councillor Leach, Councillor Rowley.

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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 13 September 2023 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 13 July 2023 (attached).
- 6 **MATTERS ARISING FROM THE MINUTES** - To note any matters arising from the minutes of the last Council meeting.

- 7 **CORRESPONDENCE** – To receive the following items and decide further action where necessary:
- (a) Yorkshire Air Ambulance. Thank you for donation
  - (b) Ravenfield Events group (disbanded) – to discuss donation of funds for a community project
  - (c) South Yorkshire Woodland Partnership, assistance available to create new woodland
  - (d) Ravenfield Community Gardening Group, request to plant flower bulbs on Jubilee Field and Braithwell Road
  - (e) Ravenfield Fete Group – request permission to hold a village fete on Jubilee Field, Saturday 15 June 2024
- 8 **MATTERS RELATING TO THE RECREATION GROUNDS** – To consider the following items and decide further action where necessary:
- 9 **MATTERS RELATING TO THE PARISH** - To consider the following items and decide further action where necessary:
- (a) Millenium Sign – repair to paint work, to receive quotation
  - (b) 30mph Wheelie Bin Stickers – delivery arrangements Friday 15 September 2023
  - (c) Ravenfield Community Plan group – to receive minutes 1 August 2023
  - (d) D Day, 80-year Anniversary, 6 June 2024 - to consider marking the event
  - (e) Remembrance Service – Moor Lane North, Sunday 12 November 2023
  - (f) Lamppost Poppies – to arrange dates of display
  - (g) Memorial Bench and Notice Board, Braithwell Road, junction Radford Close – to receive update
  - (h) Police & Crime Commssioners Community Grant
- 10 **MATTERS RELATING TO THE PARISH HALL** - To consider the following items and decide further action where necessary:
- (a) Lost Chord, to consider extending free of charge Hall hire until March 2024, and amendment to times.
  - (b) Community Information Day, Saturday 16 September 2023
  - (c) Parish Hall Redecoration – to receive an update
  - (d) Parish Hall - EICR Certificate
  - (e) Treasure Island Christmas Pantomime – ticket sales 1 October 2023
- 11 **MATTERS RELATING TO THE PARISH COUNCIL** - To consider the following items and decide further action where necessary:
- (a) Relief Caretaker Job Description – to receive and adopt
  - (b) Relief Caretaker Zero Hour Employment Contract – to receive and adopt
  - (c) Annual Parish Newsletter 2023 – to begin distribution
  - (d) Ravenfield CAP Meetings September 2023 – March 2024
  - (e) Clerk Annual Leave
- 12 **REPORTS FROM RAVENFIELD ALLOTMENT SOCIETY** - To receive the following items and decide further action where necessary:
- 13 **MATTERS REALTING TO REDROW DEVELOPMENT**
- (a) Removal of Trees by Redrow
  - (b) Moor Lane South, temporary traffic lights
  - (c) Redrow Breakfast Meeting Invite – Thursday 12 October 2023
- 14 **MATTERS RELATING TO GREEN ITEMS**

15 **PLANNING** - To consider the following planning applications:

**RB2023/1077** – 6 St James View, Ravenfield. Application for Lawful Development Certificate re: Erection of two 4m rear single storey extensions and outbuildings

[Plan Portal](#)

**RB2023/1080** – 4 Cedar Drive, Ravenfield. First floor side extension, single storey side and rear extension, single storey front extension, creation of rooms in the roof space with dormer window to the rear and Velux windows to the front

[Plan Portal](#)

**City of Doncaster Council**

**23/01368/FULM** - Land North of Ashton Lane, Braithwell, Rotherham, change of use of land for caravan storage and associated infrastructure including gates, access, hardstanding and landscaping.

[23/01368/FULM | Change of use of land for caravan storage and associated infrastructure including gates, access, hardstanding and landscaping. | Land North Of Ashton Lane Braithwell Rotherham S66 7AJ \(doncaster.gov.uk\)](#)

16 **EXTERNAL MEETINGS** – To receive information.

17 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS** - To consider the following received items and decide further action where necessary:

18 **FINANCIAL MATTERS** – To receive and approve the following:

- (a) Update on the Council's finances
- (b) Payments to be made
- (c) Annual Governance & Accountability Return, External Auditors Report & Certificate
- (d) Annual Governance & Accountability Return - Notice of conclusion of audit

19 **DATE AND TIME OF NEXT MEETING**

- (a) To confirm the date and time of the next meeting, Thursday 12 October 2023 at 6:30pm.

20 **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.

21 **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

22 **CLOSURE OF THE MEETING**

**The meeting will be followed immediately by a meeting of the Ravenfield Youth Charity.**

<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 2011 Act). 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).