

The Minutes of Ravenfield Parish Council

Minutes of the Annual Ravenfield Parish Council meeting held on Thursday 14 September 2023 at 6.30pm in Ravenfield Parish Hall, chaired by Chairman, Councillor M Jones.

Present: Councillors K Jay, M Jones, T Leach, D Rowley and G O'Carroll (Clerk).

In attendance: Nine members of the public.

165/23 **APOLOGIES** –Received and accepted from Councillor Jupp and Councillor Pearson. Councillor Callear was not present.

166/23 **DECLARATION OF DISCLOSABLE PECULINARY AND OTHER INTERESTS** – none declared.

167/23 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.**

168/23 **PUBLIC PARTICIPATION** – see attached report.

169/23 **CONFIRMATION OF MINUTES** - The Council **RESOLVED** that the minutes of the meeting held on Thursday 13 July 2023 be a true and accurate record of the proceedings.

170/23 **MATTERS ARISING FROM THE MINUTES.**

Public Participation – the Clerk confirmed that the complaints received in relation the Ravenfield Arms were raised with the relevant department at Rotherham MBC (Licensing, Green Spaces, Planning).

The most up to date information received as of week commencing 11 September:

- Rotherham MBC have instructed their own solicitors to address land encroachment.
- The planning department are investigating the extension.
- One Police Licensing Officer and two Rotherham MBC Licensing Officer visits have been conducted and reported that Ravenfield Arms are not breaching any licensing law.
- Rotherham MBC Licensing Officers advise that parishioners should report any noise, light, or odour pollution to Rotherham MBC Environmental Health.

171/23 **CORRESPONDENCE**

- (a) A letter of thanks was received from the Yorkshire Air Ambulance, for the £50.00 donation made in July 2023.
- (b) Ravenfield Events Group has disbanded, and would like to donate their funds to a community project. Ravenfield Events Group **RESOLVED** to donate their remaining funds to Ravenfield Fete Group, to invest in the future village fete/s.
- (c) South Yorkshire Woodland Partnership information was noted.
- (d) Ravenfield Community Gardening Group will be removing the flowers and bulbs from the small garden at Ravenfield Crossroads (to allow redevelopment works to take place). The Council **RESOLVED** to grant permission for the flowers and bulbs to be replanted on Jubilee field.
- (e) The Council **RESOLVED** to grant free of charge hire of Jubilee field to the Ravenfield Fete Group, to hold a village fete on Saturday 15 June 2024.
- (f) Additional Item – Email received 12 September 2023, from a parishioner regarding issues around the Ravenfield

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Arms, including new TV screens, which can be heard inside their property, the screens shine brightly into their lounge and front bedroom, and that the front of Hollings Lane recreational ground is being used as a beer garden, late into the night. The parishioner asks that the Council give consideration to allowing Ravenfield Arms permission to hold a Halloween or Winter Wonderland event on Hollings Lane recreational grounds, as these are commercial events and no consideration or consultation with adjacent neighbours has been considered.

- (g) Additional Item – Email received from Silverwood Colliery Heritage Group, to thank the Council for Ravenfield Hall hire on 10 September 2023. The pop-up heritage centre day was well attended and thoroughly enjoyed.

172/23 MATTERS RELATING TO THE RECREATION GROUNDS

- (a) The padlock on Jubilee Field was reported as unlocked/broken. **Action:** Councillor Leach to check on this and report any problems to the Clerk.

173/23 MATTERS RELATING TO THE PARISH

- (a) Woollen Signs have provided a quotation to repaint the millennium sign at a cost of £2500.00 exc VAT. The Clerk will obtain a further two quotations and look to incorporate the repaint costs in the 2024/2025 budget.
- (b) Ward Councillors will meet on Saturday 16 September 2023 to deliver the 30mph wheelie bin stickers to properties on Braithwell Road.
- (c) Ravenfield Community Plan Group minutes dated 1 August 2023 were circulated and noted. **Action:** The Clerk to obtain a written quotation for the Jubilee Field all weather path project plan cost, and share with RCPG ahead of their next meeting 28 November 2023.
- (d) D Day 80 year Anniversary, 6 June 2024. To revisit at the next Council meeting.
- (e) Remembrance Service – Moor Lane North, Sunday 12 November 2023. To revisit at the next Council meeting.
- (f) Lamppost poppies – to arrange dates of display. To finalise a date towards the end of October at the next Council meeting. **Action:** Clerk to purchase tie wraps. No additional lamppost poppies are required.
- (g) The memorial bench is now in place on Moor Lane North. The noticeboard is due to be delivered at the end of September.
- (h) The Police and Crime Commissioners Community Grant was circulated to the Council. The grant is not open to Parish Councils. Councillor Jay suggested Ravenfield Community Group Plan look to submit an application to purchase additional 30mph stickers for Hollings Lane, Moor Lane South and Moor Lane North. The Council was in favour of this suggestion.
- (i) Additional Item – a Parishioner reported a sewer smell around The Cavalier, and signs of toilet paper around the main drains. Councillor Leach provided details how to report a blocked sewer/drain with Severn Trent.

174/23 MATTERS RELATING TO THE PARISH HALL

- (a) Lost Chord have obtained additional funding from Ward Councillors to extend their events in Ravenfield until March 2024. Lost Chord seek permission to extend Ravenfield Parish Hall hire for the same period. The Council **RESOLVED** to grant free of charge Hall hire until March 2024. The new start time of the event was noted: 2:00pm – 3:30pm.
- (b) Rotherham MBC Neighbourhood Teams will be holding a Community Information Day in Ravenfield Parish Hall on Saturday 16 September 2023. Councillor Jay will be attending the event and will represent Ravenfield Parish Council.
- (c) Parish Hall re-decoration works. All internal works have been successfully completed. The lifted paving at the front and side of the Hall remain outstanding. The Clerk has been unable to find a contractor able to carry out the works for less than £500.00. Verbal quotations exceed £1000.00. The Clerk will look to obtain three written quotations and incorporate the costs into the 2024/2025 budget.
- (d) The Parish Hall EICR certificate is in progress, two faults were identified. The electrical contractor will obtain replacement parts and return to complete the work.
- (e) Tickets for the Treasure Island Mini Pantomime are due to go on sale on 2 October 2023. **Action:** Councillor Jay

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will share the poster on Facebook.

- (f) Additional Item – the donation of books for the book swap library is constant. The book swap librarian (volunteer) suggested the Council remove the DVDs to free more space. DVDs don't seem to be very popular and not taken. The Council **RESOLVED** to follow the advice of the librarian and to removed DVD's. The Council thanked the volunteer for managing the Book Swap library.
- (g) Additional Item – Complaint was made of dirty crockery found in the kitchen cupboards. Cups and teapots especially are not being washed. **Action:** Clerk to place a notice in the kitchen reminding users to clean crockery after use.

175/23 MATTERS RELATING TO THE PARISH COUNCIL

- (a) Relief Caretaker Job Description – to revisit at the next Council meeting.
- (b) Relief Caretaker zero hour employment contract. The Clerk has obtained a template from Voluntary Action Rotherham (VAR) but it does not fit the job description of the Relief Caretaker. VAR are able to prepare a contract that fits the Council's requirements, the fee is £50.00. The Council **RESOLVED** to obtain VAR's assistance.
- (c) Volunteers collected the batched-up copies of the Ravenfield 2023 Annual Parish Newsletter; delivery is expected to commence 14 September 2023. The Council thanked all the volunteers for their help.
- (d) It was noted that Ravenfield CAP meetings from September 2024 – March 2025 will be held in Ravenfield Parish Hall. Dates and times circulated. Councillor Pearson and Councillor Rowley will attend the September meeting. Councillor Leach is to attend the November meeting.
- (e) The Council **RESOLVED** to approve the Clerk's annual leave request for dates in October, and December 2023.

176/23 REPORTS FROM RAVENFIELD ALLOTMENT COMMITTEE

177/23 MATTERS RELATING TO REDROW DEVELOPMENT

- (a) Redrow have identified two trees on Moor Lane South that they will be removing. One tree was initially identified on the plans, the second has been identified due to its ill health. Redrow are awaiting an ecology study report before any arrangements to fell the trees. Redrow have confirmed that they will not be replanting new trees, and that they will leaflet drop to local properties to inform them on planned works.
- (b) Temporary traffic light signals on Moor Lane South, week commencing 4 September 2023, caused severe traffic congestion. Rotherham MBC and Redrow responded to complaints raised by the Council and the issues have since been resolved.
- (c) Redrow have invited the Council to a breakfast meeting, Thursday 12 October 2023. Councillor Leach, Councillor Rowley and the Clerk will attend.

178/23 MATTERS RELATING TO GREEN ITEMS

179/23 PLANNING

RB2023/1077 – 6 St James View, Ravenfield. Application for Lawful Development Certificate re: Erection of two 4m rear single storey extensions and outbuildings
Information Noted. No objections raised.

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.

The Council raised CONCERN at the scale and use of the property. **Action:** Clerk to submit a formal comment in respect of the Council's concerns, and request detail of any plans of change of occupancy. The Council requests that a planning officer attend site to see the potential issues around the proposed plans, including

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reduced natural day light to neighbouring properties, parking issues, and that the plans are not in keeping with the location.

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.

Information Noted. No objections raised.

180/23 EXTERNAL MEETINGS

Councillor Rowley attended the Rotherham MBC Code of Conduct Training, Todwick Parish Hall, 6 September 2023.

Councillor Rowley recommended that Councillors/Clerk consider attending the YLCA Talking Tables events at Dodworth on 10 November 2023.

181/23 YORKSHIRE LOCAL COUNCILS' ASSOCIATIONS

182/23 FINANCIAL MATTERS

- (a) Update on Council's finances. The information was noted and approved.
- (b) Payments to be made were approved.
- (c) Annual Governance & Accountability Return, External Auditors Report & Certificate. No recommendations or comments received by the external auditor. The information will be placed on the noticeboards and website.
- (d) Annual Governance & Accountability Return - Notice of conclusion of audit, dated 14 September 2023. The notice will be placed on the noticeboards and website.

183/23 DATE AND TIME OF NEXT MEETING

- (a) The date and time of the next meeting was confirmed as Thursday 12 October 2023 at 6.30pm, to be held in the Parish Hall.

184/23 MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA

- (a) D Day, 80-year Anniversary, 6 June 2024 - to consider marking the event
- (b) Remembrance Service – Moor Lane North, Sunday 12 November 2023, to confirm arrangements
- (c) Lamppost Poppies – to arrange dates of display
- (d) Relief Caretaker Job Description
- (e) Relief Caretaker Zero Hour Employment Contract

185/23 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.

186/23 DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.

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187/23 **CLOSURE OF MEETING**

The meeting was closed at 8:55pm.

Chairman Signed: _____ **Date:** 14 September 2023

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Ravenfield Parish Council

Public Participation 14 September 2023

Request was received from a representative of Hedgehog Rescue, for a discretionary Hall hire fee to host a fund raising (Christmas Wreath making) event in the Parish Hall, Thursday 30 November 2023, 6:00pm – 9:00pm. The Council **RESOLVED** to grant free of charge Hall hire.

Complaint was made about the speed of vehicles on Hollings Lane, and difficulty residents face entering/exiting their driveways.

Parishioners raised complaint about the Ravenfield Arms pub;

1. Since attending the last Council meeting one resident has had weed killer poured over the garden/lawn, and concerned this is in relation to complaints raised.
2. All complaints listed in July are ongoing.
3. New TV's have been fitted outside the Ravenfield Arms causing noise and light pollution. BBQ food served outside, smell unpleasant.
4. Parishioners in near vicinity of the Ravenfield Arms don't feel they have support from the Parish Council.

The Clerk provided an updated-on reports which have been submitted to the relevant departments at Rotherham MBC, and the advice received from Licencing Officers is that all residents should report any noise/light/odour pollution to Rotherham Environmental Health. Every report must be investigated. Parishioners felt this was passing the book.

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Ravenfield Parish Council

Ravenfield Parish Council 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.

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RAVENFIELD YOUTH CHARITY

Registered Charity No. 523806

Ravenfield Parish Council

Ravenfield Parish Hall

Birchwood Drive

Ravenfield

Rotherham

S65 4PT

Email: ravenfieldparishcouncil@yahoo.com

Telephone: 07462 468050

The Minutes of Ravenfield Youth Charity

14 September 2023

Minutes of the Ravenfield Youth Charity meeting held on Thursday 14 September 2023 in Ravenfield Parish Hall, chaired by Councillor David Rowley.

Commenced at: 8:55pm

Present: Councillors K Jay, M Jones, T Leach, D Rowley and G O'Carroll (Clerk).

- 1 **APOLOGIES** – received and accepted from Councillor Jupp and Councillor Pearson. Councillor Callear was not present.
- 2 **HSBC BANK ACCOUNT** – The Clerk provided an update on events since the last Ravenfield Youth Charity meeting on 8 June 2023. The signed mandate was returned on 19 May 2023, and no further information received from HSBC. The Clerk and Councillor Rowley telephoned HSBC to obtain an update, but no information would be disclosed. The Clerk and Councillor Rowley arranged an appointment in branch at HSBC, Sheffield, Wednesday 30 August 2023. The appointment was cancelled the day before due to staff illness. HSBC have since confirmed that the mandate has been received and actioned.
3. **PAYMENTS TO BE MADE** – Cheques for the following payments were authorised and signed by Councillors present.
 1. Rotherham MBC – New Goal Posts. £1964.44Reimburse Payment to Ravenfield Parish Council for payments below;
 2. RMBC - Swing Basket & Frame - £5089.32
 3. RMBC - Repair & reinstall rope to the free ride play equipment - £100.80
 4. Titans Community Foundation - £200.00
- 4 **CLOSURE OF THE MEETING** – The meeting was closed at 9:05pm

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