# The Minutes of Ravenfield Parish Council

Minutes of the Ravenfield Parish Council meeting held on Thursday 14 October 2021 at 6.30pm in Ravenfield Parish Hall, chaired by Councillor D Rowley.

Present: Councillors B Callear, K Jay, R Jupp, T Leach, N Pearson, D Rowley and Clerk G O'Carroll.

Five members of the public were present.

172/21 **APOLOGIES** – apologies received from Councillor O'Nion, and accepted by the Council.

172/21 **DECLARATION OF DISCLOSABLE PECULINARY AND OTHER INTERSTS –** none declared.

173/21 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS –** Agenda items: 11 (c) Caretaker Adhoc Assistant/Relief Caretaker and 12 (c) Staff Pension Policy.

174/21 **PUBLIC PARTICIPATION** – see attached report.

175/21 **CONFIRMATION OF MINUTES –** The Council **RESOLVED** that the remaining minutes of the meeting held on Thursday 9 September 2021 be a true and accurate record of the proceedings.

176/20 **MATTERS ARISING FROM THE MINUTES**. Minute 156/21 (d). The Clerk advised that Northern Power have assessed the trees on Jubilee field, and confirmed that no pruning works are necessary. Minute 161/21 (c) – Thanks was paid to all volunteers who helped distribute the Parish newsletters. Minute 163/21 (d) – Councillor Rowley asked that the amendment to July and August 2022 Council meeting dates be detailed on the webpage.

177/21 **CORRESPONDENCE**

(a) An email received from a member of the public, asking the Parish Council to discuss the lay by on Common Lane, near the recycling centre, being used as a public toilet, with people exposing themselves and urinating in the area. **Action:** Clerk to report the complaint to Rotherham MBC Streetpride.
(b) Thrybergh Academy, Sponsored Walk, will take place on Friday 22 October 2021. They asked that notices be placed on the notice boards, and to ask for help in locating a refreshment stop in Old Ravenfield. **Action:** Clerk to provide the contact details of St James Church warden, who may be able to assist.
(c) Rotherham MBC have provided details of the Parish and Town Council Winter Partnership Scheme. Councillor Pearson completed the volunteer form. **Action:** Clerk to submit. Councillor Jay and Councillor Leach to share the information via Facebook.

178/21 **REPORTS FROM RAVENFIELD COMMUNITY GROUP PLAN**

(a) Minutes of RCGP meeting held on 8 September 2021, circulated. The next meeting will be held on 8 December 2021.

179/21 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) The Council received complaints in relation to a decision made reference minute 158/21 (a) requesting that Duo-Fit group hold their sessions at the far end of Hollings Lane playing field, if playing amplified music. The request was made following complaints from local residents that the music being played was too loud. Duo-Fit and a number of their customers, submitted complaints that the Council had not acted fairly, and acted on one complaint of loud music only. The Council **RESOLVED** that the matter had been addressed fairly and with was disappointed that Duo-Fit was unhappy to move to the far end of the field. No representative of Duo-Fit attended the meeting to discuss. It was **RESOLVED** that the complaint be closed.

The Clerk made the Council aware that Duo-Fit have failed to pay their hire fee of Hollings Lane playing field for the whole trial period of July – September. They have also not yet returned the key to Hollings Lane Gate. No reply received to telephone calls, text messages or emails chasing this. **Action:** Clerk to write a letter requesting payment, and return of gate key, by recorded delivery.

(b) No updates received from Rotherham MBC Drainage team, regarding drain repairs. The Clerk has received a voice message from Severn Trent on 14 October 2021, requesting gate access to the field, and will be following this up.

180/21 **MATTERS RELATING TO THE PARISH**

(a) Remembrance Poppies. To date £200 has been collected in donations. Poppies to be displayed on lamp posts 30 and 31 October 2021 by the Ravenfield Community Group Plan.
(b) Christmas Light Switch On – 1 December 2021.
   1. The Council **RESOLVED** the light switch on fobs be purchased at a cost of £85 each (opposed to hiring at £50 each payment year).
   2. Ravenfield Primary Academy to arrive at 5:45pm, and carol singing to commence at 6:00pm. A nominated school child to turn the lights on. **Action:** Clerk to liaise with the school headteacher.
   3. The Cavalier will serve soup and rolls.
(c) A request has been received for a no through road sign on Longfield Drive street name sign. The Council agreed to support the request. **Action:** Clerk to submit the request to Rotherham MBC.
(d) Memorial Bench Plaque – Moor Lane South. Councillor Callear would like to replace the plaque and would cover the costs personally. No objections received.
(e) An informal meeting with Redrow Homes Ltd was held on Thursday 7 October 2021. The Council approved the minutes as a true and accurate record. The Council **RESOLVED** the minutes be made public accessible on the webpage.
(f) Community Garden Group have planted spring bulbs at the crossroads. The Council approved reimbursement of bulbs totalling £26.95. It was **RESOLVED** that the Council would reimburse up to £30 a year for plants/bulbs planted in the village.
(g) Councillor Mills and Councillor Reynolds have offered to pay the planning application fee of £117 in respect of the memorial bench, to be situated on Braithwell Road (RB2021/1684), from their devolved budget. The Council thanked the Ward Councillors for their support.

181/21 **MATTERS RELATING TO THE PARISH HALL**

(a) The resurfacing works outside the Parish Hall are complete. The Council **RESOLVED** that the benches should be purchased in March of next year, once winter was over.
(b) Solar Panels – **Action:** Clerk to obtain quotation for solar panels.
(c) The Council agreed to an hourly rate of pay for a Caretaker Adhoc Assistant/Relief Caretaker.
(d) Additional Item. Report received that a lady fell over the front door hook (situated behind the door in the ground). It was unclear how the accident occurred, but the Council **RESOLVED** that a door stop fixed to the door be purchased to prevent any repeat accidents. **Action:** Clerk to purchase and arrange installation.

182/21 **MATTERS RELATING TO THE PARISH COUNCIL**

(a) Councillors are having difficulties logging into Unity bank for the first time. **Action:** Clerk to help Councillors at the end of the meeting.
(b) Parish Asset Valuation. YLCA have confirmed that best practice, for insurance purposes, is to ensure that the council has a valuation of assets for replacement/rebuild costs (as local surveyors have priced for) carried out on a regular basis (usually every five years). **Action:** The Clerk to obtain a replacement build cost from a chartered surveyor.
(c) Staff Pension Policy – The Clerk and Caretaker both preferred the South Yorkshire Pension Authority Scheme. The Caretaker prefers to commece contributions from April 2022. The Council agreed in principle to the South Yorkshire Pension Authority scheme, and has full awareness of the setup fee of £1400 plus vat, and knowledge of the contributions. **Action:** Councillor Rowley (Chairman) will telephone South Yorkshire

Pensions Authority to discuss how to begin the process.

183/21 **MATTERS RELATING TO THE PARISH ALLOTMENTS**

(a) Ravenfield Allotment Committee – Terms of Reference. Approved, and to be adopted when the Ravenfield Allotment Committee is formed.
(b) Ravenfield Allotment Tenancy Agreement. Approved, and to be adopted when the Ravenfield Allotment Committee is formed.
(c) Allotment Gate – Key Holders. **RESOLVED** that Allotment holders and the Parish Council to be key holders.

184/21 **PLANNING**

**RB2021/1848 – 62 Braithwell Road, Ravenfield.**
Erection of 2no 3 bedroom bungalows and detached garages

**RB2021/1887 – 160 Braithwell Road, Ravenfield.**
Formation of vehicle crossing.

All planning applications were noted. No objections raised.

185/21 **EXTERNAL MEETINGS**

Councillor Jupp attended the online Rotherham MBC, Joint Working Group meeting, on 20 September 2021.

186/21 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**
(a) Together four our Planet (National Lottery Community Fund). **RESOLVED** to submit an application for the purchase and installation of Solar Panels at Ravenfield Parish Hall. Closing date 18 November 2021. **Action**: Clerk to prepare and submit the application.

187/21 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**
(a) Noticeboard on Braithwell Road (near Kingsley Drive)

188/21 **FINANCIAL MATTERS**

(a) Update on Council's finances. The information was noted and approved. The Clerk made the Council aware that Duo-Fit have not paid any of their 3 month hire, total of £150 is outstanding. **Action**: Clerk to send a formal request for payment by recorded delivery.
(b) Payments to be made were approved.

189/21 **DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was confirmed as 11 November 2021 at 6.30pm, to be held in the Parish Hall.

190/21 **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.

191/21 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.**

192/21 **CLOSURE OF MEETING**

The meeting was closed at 8:30pm.

# Public Participation 14 October 2021

Parishioner asked questions around the allotment plans, including parking arrangements and access. Concerned that if vehicles are permitted to drive down the path to the allotment site, this may impact the wall of the resident's property. The Council explained this would be discussed at the meeting of public interest on Sunday 17 October 2021, 1:30pm, and encouraged the public to attend.

A complaint was heard about the Duo-Fitness group. Residents in close proximity to Hollings Lane playing field are unhappy with the noise from the group, and would like reassurance this would not be permitted in the future. The Council agreed to discuss further under agenda item 9 (a). Complaint was added at the information posted on social media, and the photos of resident's homes. The police have been notified.

A letter regarding double yellow line, printed in the Rotherham Advertiser was raised, to ask why there had been no mention of yellow lines on Hollings Lane. Councillor Leach explained that the letter was not submitted by the Parish Council, but by herself as a resident of Ravenfield.

The Chairman of Ravenfield Old Peoples Social Fund raised the following:

1. Asked that the group be referred to its correct name of Ravenfield Old Peoples Social Fund (and not Old Peoples Social Fund).
2. The Extra-Ordinary meeting in August did not mention that the people living in bungalows are elderly.
3. Work had already commenced on 17 Longfield Drive, before the planning application was listed on the Parish Council agenda. The Council explained that this was because the initial planning application had been granted earlier, and the application in August was an amendment to the original.
4. Asked if any Ward Councillors had yet attended a Parish Council meeting? The Council confirmed that both Councillor Reynolds and Councillor Mills had attended a number of meetings.