The Minutes of Ravenfield Parish Council

Minutes of the Ravenfield Parish Council meeting held on Thursday 31 March 2022 at 6.30pm in Ravenfield Parish Hall, chaired by Councillor D Rowley.

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

Five members of the public were present.

49/22 **APOLOGIES** – received and accepted from Councillor R Jupp and Councillor R O'Nion.

50/22 **DECLARATION OF DISCLOSABLE PECULINARY AND OTHER INTERSTS –** none declared.

51/22 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS**

52/22 **PUBLIC PARTICIPATION** – see attached report.

53/22 **CONFIRMATION OF MINUTES -** The Council **RESOLVED** that the minutes of the meeting held on Thursday 10 February 2022 be a true and accurate record of the proceedings.

54/22 **MATTERS ARISING FROM THE MINUTES**. Reference minute 34/22. The implementation of a plastic box to drop off book donations in the book swap library does not appear to have worked. The Council **RESOLVED** to place a notice asking for no book donations until further notice.

Reference minute 38/22. The Council asked if a reply had been received from Ravenfield GP Practice. The Clerk confirmed no reply has yet been received. **Action:** Clerk to chase the GP practice.

55/22 **CORRESPONDENCE**

(a) The Council welcomed planting of wild flowers on Jubilee field, and agreed that the idea should be given consideration in the future development plans of the field.
(b) The complaints received of parking issues on Spencer Drive, in relation to drop off/pick up at the children's day nursery were noted. **Action:** Clerk to write to the nursery to ask that parents park considerately.
(c) It was **RESOLVED** that the Council cannot be held responsible for any damaged caused by a vehicle/driver. Recuperation of any costs should be sought from the driver responsible.
(d) There are no confirmed plans for a bike track on Jubilee field. The Council will consult with all residents before proceeding with any development of the field.
(e) Three complaints have been received in relation to overgrown trees and hedges. The annual tree maintenance contract will address these issues (see minute 56/22 (d)). It was noted that the Council encourage planting of trees and not removal.
(f) Consultation opportunity of Safer Rotherham priorities 2022-25. Circulated, and noted.
(g) The Council agreed to support Critters Pet Food Bank, by displaying posters on the notice boards and on the Council's Facebook page.
(h) Councillor Rowley and Councillor Leach will attend the Community Information Day, at the Bill Chafer centre on Flash Lane, Bramley – Wednesday 20 April 2022, 10:00am- 2:00pm, and manage a Ravenfield information stall. **Action:** Clerk to obtain information leaflets from all groups.
(i) To ease Hollings Lane parking question was raised from an allotment holder if the redundant car park at the rear of Ravenfield Arms could be re-opened? The Clerk provided detail of the history and previous authorisation received from Rotherham MBC. The area would need clearing and resurfacing before use. The Allotment Committee may look to obtain funding for this.

56/22 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Jubilee field, drainage update. The field is still saturated and unsuitable for plant hire.
(b) Reports of graffiti to play equipment on Hollings Lane were reported on 28 February 2022. The graffiti has since been removed by sanding. It was noted that the equipment would need repainting if to reoccur.
(c) Rotherham MBC have confirmed that the replacement swing basket for the play area is still on order with Kompan. No delivery dates have been received.
(d) Three quotations have been obtained for the annual tree maintenance of Jubilee field. Paul Day £840.00 exc VAT, Glendale Services £768 exc VAT, and Valeside Tree Care £1200.00 exc VAT for the first year and £540 exc VAT for the following year. The Council **RESOLVED** to proceed with Valeside Tree Care. Over two years both costs equate to £825 exc VAT. The tree surgeon is a local resident who has assisted in the clearing of the allotment site. The first invoice is more as the extra work is required in some areas to create a clear 2m gap. Next year the amount of work required will be less and easier to maintain.

57/22 **MATTERS RELATING TO THE PARISH**

(a) The grant received from the Ward Councillors was less than expected, and did not include the installation fee or bleed kit. The Council need to contribute £330.00 opposed to £175.00.
In comparison the cost to purchase a dual cabinet which includes a bleed kit and defibrillator is £1200.00 exc VAT. The defibrillator element of the package costs £515. (To purchase a defibrillator alone is £675.00 – saving of £160.00). The Council **RESOLVED** to proceed with this option, and utilise the current defibrillator situated outside the Cavalier pub, in the Parish Hall. The Ward Councillor contribution of £435.00 equates to the Council paying £765.00 exc VAT (excluding installation costs).
(b) The Clerk had been unable to obtain confirmation of the supply and transportation of straw bales (as seating for the community picnic). **Action:** Councillor Leach to investigate. The Council discussed "bring your own deckchairs" as alternative seating if straw bales are not available.
Suggested time of the event should be 12:00pm – 4:00pm.
Buntings to be used to decorate the area. **Action:** Clerk to approach the Events group for loan of their bunting.
Action: To plan the event further at the next meeting.
(c) Maltby Brass Band have confirmed that they can attend the Pop-up Café in the Parish Hall on Sunday 18 December 2022. The Council selected 2 x 20 minutes sessions at a cost of £100. Bramley Brass Band have not yet confirmed playing at the Christmas Light Switch on, as band members are away. **Action:** To revisit at the next Council meeting. In addition, Christmas Plus have informed the Clerk that they only have two spare Christmas Light motifs to match those used last year. To hire an additional third, would be from new stock and cost £420 opposed to £280. An alternative design was offered, with 8 matching motifs at £280 each. The Council **RESOLVED** to go with the new motif design.
(d) The planning department at Rotherham MBC have requested a to scale drawing of the grass verge and the position of the bench. **Action:** Councillor Jay to prepare the drawing.
In addition, the Council has received a request for a memorial dedication plaque on the bench to a parishioner. The Council had previously resolved to dedicate memory of the bench to the late Clerk, Alan Scholes. The Council **RESOLVED** that the bench have two memorial plaques, but would only cover the cost of the plaque of Alan Scholes.
(e) Additional Item – Notice Board on Braithwell Road, opposite the shops. The third window pane falls off when opening, and difficult to slide back on. **Action:** Clerk to obtain replacement notice board costs.
(f) Additional Item – Councillor Pearson explained that a new street sign for Longfield Drive had been installed by Rotherham MBC, but the post code reads S66. Should read S65. Councillor Pearson has reported the error.

58/22 **MATTERS RELATING TO THE PARISH HALL**

(a) Minutes reference 181/21 (a). The Council requested that the benches for outside the Parish Hall (reference the Rotherham MBC Community Chest Grant) be purchased in March when the better weather arrived. The Council **RESOLVED** that the Clerk could now proceed to purchase the benches.
(b) See Minutes 57/22 (a). The defibrillator from the cabinet outside the Cavalier Pub will be relocated to the

Parish Hall.

(c) Additional Item – Parish Hall, Gas Leak. The Parish Council meeting on 10 March 2022 was cancelled due to safety concerns of a gas leak in the Parish Hall. The fault was found to be boiler flue. The emergency call out fee was £65.00 exc VAT, repair costs totalled £711.79 exc VAT, to supply and install a replacement flue, redirect the flue through the roof to avoid the soffit where it originally terminated.

59/22 **MATTERS RELATING TO THE PARISH COUNCIL**

(a) Unity bank update: The Clerk reported still chasing for a Post Office, paying in card.
(b) Staff Pension Policy. South Yorkshire Pensions Authorities (SYPA) have provided a contribution rate assessment report, which details the initial employer contribution rate of 15.8%. Awaiting further details from SYPA.
(c) NALC 2021-2022 – National Salary Award, was noted. Back pay calculated and payment made.
(d) Ravenfield Emergency Community Plan. Rotherham MBC have provided a new template. The Council agreed to adopt this. **Action:** Clerk to update the plan and obtain adoption of this at the next Parish Council meeting.
(e) Rotherham MBC, Joint Working Group, Minutes – circulated and noted.
(f) Community Plan Questionnaire. Ravenfield Community Group Plan asked if the Council would prepare the questions? **Action:** Clerk to circulate the previous questionnaire to Parish Councillors, and to review this at the next Council meeting. The questionnaire must be ready by May, to have printed ahead of the Village Fete, in June. To also be circulated in the Parish Council newsletter, distribution September. Councillor Jay offered to generate a QR code to the questionnaire.
(g) Additional Item – Councillor Leach requested consent to attend the YLCA webinar, Roles and Responsibilities of a Councillor. The Council **RESOLVED** to cover the cost of £25.00, to attend the course on 5 April 2022.

60/22 **REPORTS FROM RAVENFIELD COMMUNITY GROUP PLAN (RCGP)**

(a) Minutes of the meeting 2 March 2022 were circulated and noted.

61/22 **REPORTS FROM RAVENFIELD ALLOTMENT COMMITEE**

(a) The tenancy agreement was discussed. The Council **RESOLVED** that the term of tenancy be set at 25 years, with rent set at £1.00 per year. **Action:** The Clerk to finalise the tenancy agreement and formally adopt at the next Council meeting.
(b) The Council **RESOLVED** to provide all Committee members of Ravenfield Allotment Committee with a key to the gate access leading onto Hollings Lane playing field. Total of 4 keys. The Allotment Committee will arrange the key cutting. **Action:** Clerk to request key permission consent forms. The Council **RESOLVED** to omit the safety deposit payment of £50 from the terms.
(c) No delegate will be attending the NAS AGM meeting on 18 June 2022. The Council **RESOLVED** to appoint a proxy vote to the NAS Regional Representative, Mike Farrell.
(d) Additional Item. The Chairman of the Allotment Committee detailed the annual subs are set at £45 per plot holder. This is an annual income of £800.00. Overheads are £600.00 per annum. £200.00 does not leave sufficient funds to continue with the project without obtaining grants. The Council **RESOLVED** to assist the Allotment Committee with a grant of £1500.00 towards the setup overhead costs, with a condition that in 3 months' time they provide detail of where the money was spent.
(e) Additional Item – Asbestos (and general) waste has still not been collected by Rotherham MBC. **Action:** Clerk to chase this.

62/22 **MATTERS RELATING TO REDROW DEVELOPMENT**

(a) An email was received from a parishioner raising the recent planning application (RB2021/0538) which was refused mentioning that traffic concerns on Moor Lane South be a factoring decision. The same issues which will be faced when over 300 dwellings are created on the same road. Comments noted.
(b) Plans for the Flanderwell Mini Roundabout received from Lisa Brookes, Planning Officer at Rotherham

MBC. Circulated and noted.

63/22 **MATTERS RELATING TO GREEN ITEMS**

(a) Rotherham Nature Recovery Campaign. The Clerk has registered the Council to support the campaign. Information has been circulated to Councillors.

64/22 **PLANNING**

RB2022/0190 – 19 Spencer Drive. Single storey side and rear extension.

RB2022/0360 – Red Gables, Ravenfield Lane. Installation of ground based solar panels in the rear garden.

RB2021/1684 – Grass verge outside 55 Braithwell Road. Siting of a memorial bench.

Noted. No objections raised.

65/22 **EXTERNAL MEETINGS**

(a) Parish Council Network Meeting (Rotherham MBC) 11 May 2022. Noted. Councillors that have attended in the past said that they didn't feel necessary to attend the meeting. Information obtained could have been emailed.

Councillor Jay and Councillor Pearson attended the Community Litter pick – 26 March 2022.

Councillor Jay, Councillor Jupp and Councillor Pearson attended the Ravenfield Community Group Plan meeting held on 2 March 2022.

66/22 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

(a) Civility and Respect project. The Council **RESOLVED** to adopt.

67/22 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

(a) Queens Platinum Jubilee Celebrations
(b) Replacement Costs Parish Notice Board, Braithwell Road

68/22 **FINANCIAL MATTERS**

(a) Update on Council's finances. The information was noted and approved.
(b) Payments to be made were approved.
(c) Noted - Rotherham MBC Grounds Maintenance Contract will increase by 3.2%.

69/22 **DATE AND TIME OF NEXT MEETING**

(a) The date and time of the next meeting was confirmed as 14 April 2022 2022 at 6.30pm, to be held in the Parish Hall. (Councillor Sarah Allen will meet with the Council prior to the meeting, at 6:00pm).
(b) The date and time of the Annual Parish meeting was confirmed as 19 April 2022 at 6.30pm, to be held in the Parish Hall.

70/22 **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.

71/22 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.**

72/22 **CLOSURE OF MEETING**

The meeting was closed at 8:59pm

Ravenfield Parish Council

Public Participation 31 March 2022

Two residents raised concerns of recent activity to the side/rear of the MOT Centre on Hollings Lane. A new cabin has arrived, accessed from 6:30am until 10:00pm. Noise of air compressor/guns. Tyres piled up with outdoor fires in close proximity. Residents believe that this may be a new business or an offset of the current garage. Due to the size and location of the cabin (with window looking onto neighbouring garden), believe planning permission should have been obtained.

Residents have raised their concerns with Rotherham MBC, but have not received a response and asked for support from the Council. **Action:** Clerk to raise with the Planning Enforcement Officer at Rotherham MBC.

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

No items discussed.