The Minutes of Ravenfield Parish Council

Minutes of the Annual Ravenfield Parish Council meeting held on Thursday 12 May 2022 at 6.30pm in Ravenfield Parish Hall, opened by Councillor D Rowley, and chaired by elected Chairman, Councillor R Jupp.

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

Seven members of the public were present.

97/21 **ELECTION OF CHAIRPERSON** - **RESOLVED** that Councillor Jupp be elected as Chairman for the ensuing municipal year. Councillor Jupp was elected unopposed and unanimously.

98/21 **ELECTION OF VICE-PERSON. - RESOLVED** that Councillor Pearson be elected as Vice-Chairman for the ensuing municipal year. Councillor Pearson was elected unopposed and unanimously.

99/21 **ELECTION OF REPRESENTATIVES TO THE YLCA. – RESOLVED** the following nominations be made: Councillor Pearson and Councillor Rowley.

100/22 **APOLOGIES** – Apologies received and accepted from Councillor O'Nion.

101/22 **DECLARATION OF DISCLOSABLE PECULINARY AND OTHER INTERSTS –** none declared.

102/22 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS**

103/22 **PUBLIC PARTICIPATION** – see attached report.

104/22 **CONFIRMATION OF MINUTES -** The Council **RESOLVED** that the minutes of the meeting held on Thursday 14 April 2022 be a true and accurate record of the proceedings.

105/22 **MATTERS ARISING FROM THE MINUTES**. Councillor Callear gave late apologies for being unable to attend the April meeting. The Council accepted.
Under the public participation of the meeting held 14 April 2022, the Clerk was asked to contact Mr Woolhouse regarding the removal of hedge rows. Councillor O'Nion requested no contact was necessary.

106/22 **CORRESPONDENCE**

(a) Friends of Ravenfield approached the Council to obtain a donation towards the purchase of commemorative coins to mark the Queens Platinum Jubilee, for all of the children at Ravenfield Primary Academy. The coins cost a total of £660.00. There are 324 children, of which 121 live in Ravenfield. The Council calculated that the Ravenfield Youth Charity could potentially fund up to 60% of the cost (the calculation is based on the number of children that live in Ravenfield), before any donation is considered, the Council requested that the Friends of Ravenfield first approach the Ward Councillors to seek a donation from their leadership fund.
Friends of Ravenfield also invited Ravenfield Parish Council to attend a Jubilee tree planting ceremony. Information of dates and times to be sent to the Clerk.

(b) Complaint has been received following tree maintenance works on Jubilee field. A resident has requested that the trees behind their properties not to cut any further or in the future. The Council **RESOLVED** that the guidance set by the insurance company, to create a 2m clearance behind all properties be adhered, and no exceptions be made to requests from individual properties.

(c) Rotherham MBC – Footpath.10, proposed diversion plan was noted, but believe pedestrians will continue to use the current path which is a straight route.
(d) Hellaby Parish Council - Cumwell Lane, Planning Application RB:2021/2317. The Council support the objections. **Action:** Clerk to submit an objection.
(e) Wonder Years Nursery have written to the Council to acknowledge the parking complaints made on Spencer Drive, and that they are working with parents/guardians to reduce the problems.

107/22 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Jubilee field, drainage update. Rotherham MBC confirmed that all works were completed in April 2022.
(b) Additional Item – Hollings Lane Play Area, Swing Basket. The play area inspection team at Rotherham MBC have found that the replacement swing basket is incompatible with the frame. The basket is too low to the ground. The fixes to the problem are to a) cut the rope to size – the change in design will void the warranty. Or b) replace the rope with chains, at a cost of £440.80. (The replacement swing basket cost is £720.22, plus labour at £40.00 per hour). Rotherham MBC also raised awareness that the current frame is timber, and the only timber item in the play area. The frame is in excess of 10 years old, and may soon be in need of replacement). The Council requested a meeting with Kompan to discuss the issues and costs. **Action:** Clerk to arrange a meeting on site, and arrange a Ravenfield Youth Charity meeting to discuss further.

108/22 **MATTERS RELATING TO THE PARISH**

(a) Queens Platinum Jubilee Celebrations. Councillor Jay will prepare games. Councillor Leach has arranged an Ice Cream visit at 1:00pm. **Action:** Clerk to submit an events application to Rotherham MBC, and display posters to advertise the event.
(b) Christmas Events (Christmas Lights and Light Switch on). The Council **RESOLVED** to approve the Bramley Brass Band fee of £100.00 to play on Thursday 1 December 2022, 6:30pm – 7:30pm. The Christmas Lights shall be switched on at 7:00pm.
(c) Christmas Lights – location of additional 3 lights for 2022. The Council approved the quotation received from Acorn Lighting Services Ltd of £200.00 per infrastructure installation, and that the cost be taken from the CIL monies. The additional lights should be those identified in the original site survey by Acorn Lighting Services Ltd, and provide 2 lights on each corner of the crossroads.
(d) Three quotations have been obtained to replace the three windowed notice board on Braithwell Road. The cheapest quote was £1150.00 exc VAT, excluding any fitting fees. The Council **RESOLVED** to look to replace the notice board in next year's budget.
(e) Planning permission has been granted for the siting of a memorial bench on the grass verge outside 55/57 Braithwell Road. The Council **RESOLVED** that the Clerk place the order for the purchase of the bench and plaque, and instruct Rotherham MBC to prepare the ground, and fit the bench.
(f) Additional Item. Rotherham Advertiser will be taking a photograph of the new defibrillator cabinet/emergency bleed kit outside the Cavalier on Monday 23 May 2022 at 1:00pm. Councillor Jay, Councillor Pearson, and Councillor Rowley (and possibly Councillor Jupp) agreed to attend.

109/22 **MATTERS RELATING TO THE PARISH HALL**

The Clerk advised that it was not possible to register the Parish Hall defibrillator with Yorkshire Ambulance Service if situated inside the Hall, due to the Hall not being accessible on set days/times. An electrical quotation was obtained for the installation of the defibrillator outside of the Hall. The cost would be £155.00 exc vat, situated outside the front entrance. £135.00 exc vat if situated at the side door of the Hall. The Council **RESOLVED** that the defibrillator be fitted outside the front door, on the condition that the electrician first test the cabinet and connections. When the cabinet was positioned outside the Cavalier, there was concern that the connection cable was faulty. **Action:** Clerk to arrange.

Councillor Pearson asked if splash back tiles could be fitted at the sink and hand wash basin in the Hall kitchen? The Clerk added if this could be extended to the back of the oven (the wall is marked with grease). The Council **RESOLVED** that tile's be fitted to these areas. **Action:** Clerk to arrange the work with the Caretaker.

The Clerk informed the Council of an issues with a group leaving their equipment in the store room without consent, and caused a fire safety risk. The Council asked that a review of the terms of hire be carried out for all regular groups. **Action:** Clerk to review.

110/22 **MATTERS RELATING TO THE PARISH COUNCIL**

(a) The Clerk confirmed now in receipt of a Post Office paying in card for the Unity Bank Trust account.
(b) Staff Pension Policy. The Clerk has received online tutorial of how to submit monthly data and now needs to complete the policy document for adoption by the Council. **Action:** Staff Pension Policy to be finalised and added to next month's agenda.
(c) Ravenfield Emergency Community Plan is under review with Councillor O'Nion. **Action:** To revisit at next months meeting.
(d) Community Plan Questionnaire was approved by the Council. **Action:** Clerk to upload onto an online platform. Councillor Jay to create a QR code to the online questionnaire. The Council **RESOLVED** not to hand out at the fete on 18 June 2022. The questionnaire should be printed and included in the Parish newsletter.
(e) The Council **RESOLVED** to adopt the Standing Orders for a further 12 months without any amendment.
(f) The Council **RESOLVED** to adopt the Financial Regulations for a further 12 months without any amendment.

111/22 **REPORTS FROM RAVENFIELD COMMUNITY GROUP PLAN (RCGP)**

Minutes from the meeting held 2 May 2022 have been circulated.
It was noted that there will be no RCGP stall at the village fete on 18 June 2022.
RCPG are looking at forming email addresses for members of the group rather than using personal accounts.
£123.51 was raised at the Art Exhibition weekend.
The next po-up Café will be held on Sunday 15 May 2022, in the Parish Hall.

112/22 **REPORTS FROM RAVENFIELD ALLOTMENT COMMITEE**

(a) The tenancy agreement has been sent to YLCA for checking of the wording, and awaiting feedback.
(b) Additional Item. Rotherham MBC have removed the asbestos. The remaining waste was to be collected by Rotherham MBC, but Green Spaces Manager, Andy Lee has proposed that he provide a £500.00 donation to the Council/Allotment Committee, for us to arrange ourselves. The Council **RESOLVED** to accept the payment, and organise the skip hire on behalf of the Allotment Committee. **Action:** Clerk to liaise with the Allotment Committee Chairman and skip hire companies.

113/22 **MATTERS RELATING TO REDROW DEVELOPMENT**

Notification of amended plans was received from Robert Morrell, Planning Officer at Rotherham MBC on 22 April 2022. The number of dwellings has increased from 303 to 320. The Council are invited to submit a request to speak at the planning board meeting on 19 May 2022. Questions must be submitted by 13 May 2022.

A meeting was held on Zoom with Redrow Homes Ltd on Thursday 5 May 2022. The Council **RESOLVED** that the minutes of this meeting (circulated) be a true and accurate record of the proceedings.

Rotherham MBC planning officers were invited to attend the meeting, but did not attend.

The Council **RESOLVED**, that Councillor Rowley attend the Planning Board Meeting on 19 May 2022 at 9:00am. **Action:** Clerk to submit the following questions:

1. Why have Rotherham MBC increased the number of dwellings from the original plan of 303 dwelling homes to 320?
2. Why did Rotherham MBC not mention the increase in number of dwelling homes to Ravenfield Parish Council?
3. How will Rotherham MBC address the local infrastructure to accommodate the demand of access to a GP Surgery, Dentist, Schools and Transport?

4. To discuss the position of Affordable Housing.

114/22 **MATTERS RELATING TO GREEN ITEMS** – no items discussed.

115/22 **PLANNING**

RB2021/1532 – Amended plans have been received for: Reserved matters application (details of appearance, landscaping, layout & scale) for the erection of 320 No. dwellinghouses (reserved by outline RB2019/0894) at land East of, Moor Lane South, Ravenfield

Objection to be raised by Councillor Rowley (see minute 113/22).

RB2022/0502 – 3 Raven House, Moor Lane North, Ravenfield. Change of use from domestic dwelling to children's home.
The Council **RESOLVED** to object to this planning application due to limited parking. Double yellow lines and its position on a crossroad prevent any street parking. Concern also raised that there are a high number of these facilities within in Ravenfield, the amount seems disproportionate for the size of Ravenfield. **Action:** Clerk to submit formal objection.

116/22 **EXTERNAL MEETINGS**

Councillor Jupp and Councillor Rowley attended the Rotherham MBC Parish Networking Meeting, at the Lyric, Dinnington, on 11 May 2022.

Councillor Leach and Councillor Rowley managed a stand at the Community Open Day, held at Bramley Bill Chaffer centre, 20 April 2022, to share information of groups/events held in Ravenfield.
Councillor Leach suggested a similar event be held in Ravenfield to promote Ravenfield groups/events.

117/22 **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS**

It was noted that the Chair and Vice Chair Branch Nominations for 2022 are not necessary, as the standing orders state that the appointments are for a two-year period.

118/22 **FINANCIAL MATTERS**

(a) Update on Council's finances. The information was noted and approved.
(b) Payments to be made were approved.
(c) Year End Accounts circulated. The Council approved the accounts. The accounts have been handed over to the internal auditor.
(d) New direct debit mandates from the Unity Bank account were authorised by three signatories for payment of the monthly BT payment and the annual ICO membership fee. Direct Debits with HSBC have been cancelled.

119/22 **DATE AND TIME OF NEXT MEETING**

(a) The date and time of the next meeting was confirmed as 9 June 2022 at 6.30pm, to be held in the Parish Hall.

120/22 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

(a) Youth Charity Meeting to discuss a possible donation to the Friends of Ravenfield (minute reference: 106/22 (a)) and the Hollings Lane play area, swing basket costs (minute reference: 107/22 (b)).
(b) Miners Remembrance Monument, to discuss re-siting to a more prominent area.

121/22 **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.

122/22 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.**

123/22 **CLOSURE OF MEETING**

The meeting was closed at 8:43pm

Ravenfield Parish Council

Public Participation 12 May 2022

A request was received for the monument at the back of the Ravenfield Arms (which commemorates lives lost in the mines) to moved to a more prominent place, to be seen by the public. Councillors were unaware of this, and agreed to visit the site and discuss at the next Council meeting.

A request was also made for the Council to submit a request for a speed camera to be positioned on Hollings Lane? Children cross this road at the two bus stops.
Action: Clerk to contact Rotherham MBC.

Complaint was noted from a resident on Hollings Lane, who regularly has difficulty accessing/exiting driveway due to parked vehicles.

Alan Napper has a defib available and suggested this could be placed on Braithwell Road, at the new bungalows being built by Rotherham MBC. **Action:** Clerk to enquire if this would be possible.

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.