# The Minutes of Ravenfield Parish Council

Minutes of the Annual Ravenfield Parish Council meeting held on Thursday 12 October 2023 at 6.30pm in Ravenfield Parish Hall, chaired by Chairman, Councillor M Jones.

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

**In attendance:** Nine members of the public.

188/23 **APOLOGIES** – Councillor Callear was not present.

189/23 **DECLARATION OF DISCLOSABLE PECULINARY AND OTHER INTERESTS –** none declared.

190/23 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.**

191/23 **PUBLIC PARTICIPATION** – see attached report.

192/23 **CONFIRMATION OF MINUTES -** The Council **RESOLVED** that the minutes of the meeting held on Thursday 14 September 2023 be a true and accurate record of the proceedings.

193/23 **MATTERS ARISING FROM THE MINUTES**.
Reference minute 179/23 – Planning application RB2023/1080 – 4 Cedar Drive, Ravenfield. Amended plans have since been submitted. Due to the number of objections raised, the application will now be made by the Council's Planning Regulatory Board and not by the Director of Planning and Regeneration.

193/23 **CORRESPONDENCE**

(a) A resident living on Barberry Way has asked for an assessment of the height of the trees on Jubilee field, which adjoin their property, as they believe the trees are excessively tall and blocking sunlight from reaching their garden. Councillor Leach visited the area, and observed that there is less than 2 meter clearance at the rear of the property boundary and Jubilee field. **Action:** Clerk to contact tree maintenance contractor and request area be assessed.
(b) RMBC Environmental Health, Public Spaces Protection Orders – Town Centre & Clifton Park and Boroughwide Dog Fouling. The information was noted.
(c) Rotherham MBC 2023 Polling Place – review. The information was noted. The Council **RESOLVED** that the hire fee of the Parish Hall as a polling station should be set at £500.00 a day.
(d) Ravenfield Arms – reports of litter (baby shower confetti) on Hollings Lane recreational ground. The Ravenfield Arms were in attendance at the meeting, and apologised. They request that any confetti canisters be used indoors only, and had been unaware the confetti had been taken out onto the recreational ground until after the event.
(e) Ravenfield Arms –complaint from resident of light and noise pollution from outdoor TV screens, email and video footage circulated ahead of the meeting with Parish Councillors. The Ravenfield Arms were in attendance at the meeting, and apologised, explaining that they were unaware of this issue and that nobody had informed them of this. The Ravenfield Arms offered to relocate the TV Screens to address the light pollution visible in nearby homes.
During the meeting, residents from Hollings Lane and Wood Close voiced concerns about noise originating from

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the Ravenfield Arms, adding that the problems become worse when fire doors are left open. The Ravenfield Arms explained that they recently (3 weeks ago) installed a new speaker system equipped with decibel monitoring. The speakers are fixed in the ceiling, before these sat on the floor. If the sound surpasses a predefined decibel level, the system will automatically shut off. In an effort to address the concerns of local residents, the Ravenfield Arms invited residents to visit the pub and see the new speaker system, and also offered to take decibel measurements at properties reporting noise disturbances. They also provided a mobile phone number to the concerned parishioners and requested that they call whenever they can hear excessive noise. In response, the Ravenfield Arms would measure the decibel levels and adjust the speaker settings to find a resolution that satisfies the local residents.

(f) Additional Item – A complaint was made by a member of the public who was walking their dog on Jubilee Field. They observed that a property on Westby Close has an overflow pipe from a pond that releases water onto the field. The water had an unpleasant odour, which the dog had rolled in. **Action:** Clerk to write a letter to the property requesting the overflow pipe be redirected away from Jubilee field, back onto the property land/drains.

(g) Additional Item – Councillor Leach received a verbal complaint about use of a mini digger accessing a property on Blackthorn Rise, via the kissing gate on Jubilee Field. The soil excavated by the digger has been spread on a small area of Jubilee field. **Action:** The Clerk will draft a letter to all properties with a boundary with Jubilee Field, serving as a reminder to residents that fly tipping and use of plant equipment is not permitted on Jubilee field. Councillor Leach volunteered to deliver the letters.

194/23 **MATTERS RELATING TO THE RECREATION GROUNDS**

(a) Ravenfield Arms, Events Application – Halloween Party with Firework display. Saturday 28 October 2023. Firework display at 7:00pm. The Ravenfield Arms (RA) clarified that the Fireworks will start at 8:00pm. The display is expected to last 12 minutes.
The following questions were raised:

1. How many Marshalls will there be? – RA unsure, will provide this information after the meeting.
2. Considering 500 are expected to attend the event, how will people ingress and egress through 1 A frame? - RA, don't expect this number, but the event licence application tick box did not give options. Realistic figure would be around 200.
3. Do you have first aiders, and what level of training/qualifications do they have? RA unsure, will provide this information after the meeting.
4. Mention of lighting on the footpath – RA want to encourage people to walk to the event and propose adding lighting to the footpath from Woodlaithes Village onto Hollings Lane. The solar lights are not working, and it's dark and unsafe.
5. How will the lighting work? RA possibly a generator or battery. The Council advised that this should be detailed in a risk assessment.
6. Will drinks be served in plastic glasses? RA will not encourage customers to take drinks outside, but as a precautionary measure all drinks will be served in plastic glasses.
7. Litter picking after the event – RA will ensure that they conduct a litter pick of the whole field.
8. Event application mentions 35 parking spaces. Will the seating be removed in the car park? RA confirmed they have 35 spaces free without moving seating, but will encourage people walk to the event.
9. Has the farmer of the neighbouring field been informed of the event, should he need to move the cattle? RA have not, but will do.
10. Have you obtained sufficient public liability to cover the event? RA, the firework display contractor has their own public liability. Because RA don't own Hollings Lane recreational ground, they believe the land owner is responsible for public liability and not them. **Action:** Clerk will obtain more information.

The Council requested that Ravenfield Arms must provide the following information before it would grant permission for the event to be held on Hollings Lane recreational ground:

1. Public Liability insurance
2. Number of Marshalls

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3. Number of first aiders and details of their training/qualifications.

   As the event will take place before the next Parish Council meeting, it was **RESOLVED** that Councillors would converse by email on receipt of the information, and the Clerk would take action on the majority vote.

195/23 **MATTERS RELATING TO THE PARISH**

(a) Millenium sign restoration works - a quotation was obtained from Nichols Signs of £1634.00 exc vat. The Clerk explained that it is proving difficult to obtain a third quotation due to the speciality of the work. The Council **RESOLVED** to suspend standing orders. Two quotations have been obtained. Nichol Signs is the cheaper of the two and are in fact the actual sign maker. The cost will be incorporated into the 2024/2025 budget, and work instructed to go ahead in the new financial year.
(b) Ward Councillors distributed 30mph bin stickers to properties along Braithwell Road. However, a discrepancy between the Royal Mail information and the actual number of properties resulted in an insufficient quantity of stickers. Ward Councillors asked if the Council would submit a grant application from the devolved budget to acquire additional stickers. The Council **RESOLVED** to move forward with this request. **Action:** Clerk to submit a devolved budget grant application.
(c) D-Day, 80 year anniversary, 6 June 2024. It was noted that it is the National Fish and Chips Day on the same day. The Council suggested working with the Ravenfield Primary Academy and involving the children in marking the day. Placing Union Jack flags on lampposts was also suggested. **Action:** Councillor Leach volunteered to research flag displays.
(d) Remembrance Service – Moor Lane North, Sunday 12 November 2023. To meet at 10:45am, service start time 11:00am. The Parish Council will lay a wreath, St James Church will lead the service.
(e) Volunteers to meet at Ravenfield Parish Hall on Saturday 28 October 2023 at 10:00am to assist in displaying lamppost poppies. The poppies shall be taken down from Saturday 18 November 2023.
(f) No lamppost poppy sponsorship/donations have yet been received.
(g) The notice board, Braithwell Road, junction Radford Close is now in place. The Council **RESOLVED** the key holders be the Clerk and Councillor Leach.
(h) Land off Allott Close (Ravenfield Allotment Land) - advertised for sale. This error has now been rectified. The estate agent had failed to remove this from the advertisement. Confirmation was obtained from Rotherham MBC Principal Estate Surveyor, Anjum Shabir on 14 November 2022, that the allotment land would not be sold. Minute reference: 250/22 (a).
(i) Additional Item. A complaint has been received from a parishioner that the solar lights on the footpath from Green Bank Drive to Hollings Lane are not working. The problem was reported to Rotherham MBC in May 2023, and Rotherham MBC Trees department confirmed that the tree canopy would be cleared to expose sun light to the solar lights. The Clerk has followed this up with Rotherham MBC and awaiting a response.
(j) Thrybergh Academy will be on a sponsored walk in the village on 20 October 2023. Rest stop will be at St James Church.
(k) Christmas Plus have put up the lights and reported that one of the column infrastructures is broken. A temporary repair has been carried out but this may not last. The Clerk has contacted the contractor that installed the infrastructure and they have assured repair before 1 December 2023.

196/23 **MATTERS RELATING TO THE PARISH HALL**

(a) The Parish Hall has acquired an Electrical Installation Condition Report (EICR) certificate, which is valid for a period of five years.
(b) Treasure Island pantomime tickets – to date only 24 tickets have been sold.
(c) Christmas Decorations – minutes reference 248/22 (c), the Council **RESOLVED** to purchase new "plastic" Christmas decorations. The Council **RESOLVED** to allow a budget of up to £60.00. **Action:** Clerk to purchase

new decorations for the Christmas Tree only, including a tree topper. Volunteers will meet on Saturday 25 November 2023 at 2:00pm in the Parish Hall to put up the tree and decorate.

(d) Additional Item. A user of the Hall informed the Clerk that he switched the main power on to the oven, and left the kitchen to set up the Hall. On his return, all of the hobs were on. Fortunately, nothing had been left ontop of the hobs. **Action:** Clerk to place a notice warning users to check the hob knobs are set to the off position before switching the main power on.

197/23 **MATTERS RELATING TO THE PARISH COUNCIL**

(a) The Council **RESOLVED** to adopt the Relief Caretaker Job Description.
(b) The Relief Caretaker zero-hour employment contract has not yet been drafted by Voluntary Action Rotherham (VAR) - to bring back to the next meeting.
(c) Rotherham MBC Network Meeting will be held on 8 November 2023. Councillor Rowley will attend.

198/23 **REPORTS FROM RAVENFIELD ALLOTMENT COMMITTEE**

199/23 **MATTERS RELATING TO REDROW DEVELOPMENT**

(a) Redrow invited the Council to a breakfast meeting, Thursday 12 October 2023. Councillor Leach, Councillor Rowley and the Clerk attended. Redrow expressed commitment to collaborating with the local community and offered assistance in projects where possible. Parish Newsletters were left, and will be delivered to new home owners.

200/23 **MATTERS RELATING TO GREEN ITEMS**

201/23 **PLANNING**
No planning applications were received at the time of the agenda being published on 9 September 2023.

202/23 **EXTERNAL MEETINGS**

Councillor Pearson, Councillor Rowley and the Clerk attended the CAP Meeting, 25 September 2023, held in Ravenfield Parish Hall.
The Clerk met with Catherine Oxtoby, Rotherham MBC Parish Liaison Officer, 25 September 2023, at Ravenfield Parish Hall, to discuss issues within Ravenfield that the Borough Council should be aware of.
Councillor Jay attended the Community Information Day on 16 September 2023, held in Ravenfield Parish Hall.

203/23 **YORKSHIRE LOCAL COUNCILS' ASSOCIATIONS**

The Council **RESOLVED** that Councillor Rowley attend the Talking Tables Training Day on 10 November 2023, cost £70.00.

204/23 **FINANCIAL MATTERS**

(a) Update on Council's finances. The information was noted and approved.
(b) Payments to be made were approved.

205/23 **DATE AND TIME OF NEXT MEETING**

(a) The date and time of the next meeting was confirmed as Thursday 9 November 2023 at 6.30pm, to be held in the Parish Hall.

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206/23 **MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

(a) Relief Caretaker Zero Hour Employment Contract
(b) Event Policy. **Action:** Councillor Leach will compile a checklist of required documents that the Council must review before considering any event

207/23 **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.

208/23 **DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.**

209/23 **CLOSURE OF MEETING**

The meeting was closed at 9:07pm.

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# Public Participation 12 October 2023

Complaint was made about the speed of vehicles on Hollings Lane, and parking on the brown of the hill which is causing difficulty for residents entering/exiting their driveways, and dangerous for people crossing the road.

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