

The Minutes of Ravenfield Parish Council

Minutes of the Annual Ravenfield Parish Council meeting held on Thursday 8 June 2023 at 6.30pm in Ravenfield Parish Hall, chaired by Chairman, Councillor N Pearson.

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

In attendance: Four members of the public.

119/23 **APOLOGIES** – apologies received and accepted from Councillor Callear and Councillor Jupp.

120/23 **DECLARATION OF DISCLOSABLE PECULINARY AND OTHER INTERESTS** – none declared.

121/23 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.** Agenda item 11 (b), to review the Caretakers contracted hours.

122/23 **PUBLIC PARTICIPATION** – see attached report.

123/23 **CONFIRMATION OF MINUTES** - The Council **RESOLVED** that the minutes of the meeting held on Thursday 11 May 2023 be a true and accurate record of the proceedings.

124/23 **MATTERS ARISING FROM THE MINUTES.**

Minute reference 102/23 (a). The request for gate access onto Hollings Lane recreational ground by resident of Birchwood Drive, explaining the deeds to their property include access. The resident has since emailed the Clerk providing solicitor details of where the deeds are stored. The Clerk has replied to advise that the Council are unable to obtain this information, only the resident will have access to this information.

Minute reference 104/23 (a) – the comments made by a parishioner reference Planning Application RB2023/0109, have been reported to South Yorkshire Police, and a crime reference number has been obtained.

Minute reference 106/23 (a) – Councillor Rowley had intended on attending the Parish Council network meeting, but was unable to attend due to a funeral.

125/23 **CORRESPONDENCE**

- (a) An email was received from a parishioner requesting a pedestrian crossing on Hollings Lane. The road is known for speeding traffic, and it is difficult to cross safely, drawing attention to the play area and children crossing the road. **Action:** Clerk to obtain advice from Marc Hill, Senior Engagement & Communications Officer at Rotherham MBC.
- (b) Additional Item – Yorkshire Air Ambulance have submitted an email to ask for financial assistance in their fund raising. The Council **RESOLVED** to grant £50.00.
- (c) Additional Item – Mayor Oliver Coppard has replied to the email sent in October 2022, raising concerns about the reduce bus service in Ravenfield. He apologised for the delayed reply and promise that he will continue campaigning hard for the resources necessary from the Government to restore the public transport network our community deserves.

126/23 **MATTERS RELATING TO THE RECREATION GROUNDS**

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- (a) Ravenfield Rangers JFC (RRJFC) A meeting was held on Thursday 8 June at 5:45pm (prior to the start of the Parish Council meeting) to obtain the following information:
- (1) New managers, Ben Clemitshaw and Andrew Harrison introduced themselves to the Parish Council.
 - (2) RRJFC happy to enter into a new tenancy agreement of lease of Hollings Lane recreational ground football pitch. **Action:** Clerk to prepare the tenancy agreement.
 - (3) Payment Schedule of Fees. New managers of RRJFC were unaware of the outstanding hire fees that total £210.00. They promise to make this payment and are in the process of amending the bank account details, and obtaining funding to get the club up and running. The storage container has been sold as a means to raise money, and is expected to be removed over the forthcoming week. Details will be sent to the Clerk.
 - (4) RRJFC will move up to U13's in August 2023, and will require a full size pitch and full size goal posts. Prior to the meeting the Clerk had obtained associated pitch marking costs from Rotherham MBC Grounds Maintenance. RRJFC happy to accept these costs and make direct payment to Rotherham MBC. The cost of goal posts is still to be confirmed. The Council **RESOLVED** to grant permission for RRJFC to purchase full size goal posts and have these permanently fixed in place on Hollings Lane recreational ground. The Council made RRJFC that the permanent fixing would encourage people to use the pitch and that RRJFC should be aware of this (referring to previous complaints from RRJFC that the pitch was being used). RRJFC explained that they have no objections and encourage use, especially for children to be able to enjoy.

127/23 MATTERS RELATING TO THE PARISH

128/23 MATTERS RELATING TO THE PARISH HALL

- (a) The quotation for redecorating the Parish Hall received from A Alford Decorators, did not include the cost to repaint the rubber black skirting in the male and female toilets. The extra costs to include this work is £200. The Council **RESOLVED** to approve the additional cost.
- The Clerk presented costs associated with replacing the curtains in the Parish Hall, to buy readymade curtains in fire rated fabric would exceed £500 per pair of curtains (6 x pairs of curtains are required). The Sewing group have kindly agreed to help make the curtains. To purchase fire rated fabric, and threads etc, the cost is estimated to be approximately £517.00. To upgrade the fabric to blackout quality would increase the estimated cost to £699.00. The Council **RESOLVED** to proceed with purchasing the cheaper fabric option, and thanked the Sewing group for their help and support. The Council selected fabric colour Brown, from the samples provided, and amended the noticeboard colour to Mushroom.
- (b) The following electrical issues require repair at the Parish Hall: Faulty four gang light switch inside the Hall, damaged floodlight light outside Hall entrance, external car park bollard not working. The EICR expired in June 2023, and needs to be retested and certificate obtained. The Clerk obtained three quotations. The cheapest was Wickersley Electrical Solutions. Repair costs total £400.00 exc vat, and the EICR cost £360.00 exc vat. The Council **RESOLVED** to approve the quotation.
- (c) Additional item

129/23 MATTERS RELATING TO THE PARISH COUNCIL

- (a) Ravenfield Primary Academy have shared the Parish Councils online survey with parents to obtain their view on a Rotherham Titans school holiday camp. We are awaiting the results of the survey. The camp will need to be booked before the date of the next Parish Council meeting due to the school summer holidays approaching. **Action:** The Clerk will share the survey results with Councillors and if positive, arrange to book a date for a holiday camp.
- (b) The Caretaker has requested to reduce contracted hours to 13 hours per week. The Council discussed this item outside of the public meeting. The request to reduce contracted hours was not approved.
- (c) In response to the Internal Auditor recommendation that the Council look to obtain a credit card facility to prevent the Clerk and Caretaker purchasing items and the Council reimbursing the costs, the Clerk obtained

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details from the Council's current bank, Unity Bank of a Multi Pay Card facility. The card meets the Council's financial and standing order regulations. The Council **RESOLVED** to proceed with the application, and all necessary paperwork was completed at the end of the meeting.

- (d) Work will need to begin on the preparation of the Annual Parish Newsletter. The Clerk does not have any suitable software, and retired Councillor Jesson is no longer able to assist. The Council **RESOLVED** to place an advert to ask for volunteers, possible graphic design students. Action: Clerk to prepare posters and share on Facebook.

130/23 **REPORTS FROM RAVENFIELD ALLOTMENT COMMITTEE**

131/23 **MATTERS RELATING TO REDROW DEVELOPMENT**

- (a) RB20023/0660 – Land East of Moor Lane South Ravenfield. Non-material amendment to application RB2021/1532 to include approved plans.
The above information was noted.

132/23 **MATTERS RELATING TO GREEN ITEMS**

- (a) The Clerk shared a revised solar panel quotation received from Navitas. The quotation cost is £12,320.00 exc vat, the same quotation cost in November 2021 was £9,712.50 exc vat. **Action:** The Clerk is to proceed with suitable grant applications based on the new quotation, but anticipates will need to obtain a further two quotations to meet financial regulations.

133/23 **PLANNING**

RB2023/0456 – 6 St James View, Ravenfield. First floor rear extensions, two storey front extension and erection of detached garden room. No objections raised.

134/23 **EXTERNAL MEETINGS**

Councillor Rowley and the Clerk attended the CAP meeting on Thursday 25 May 2023.

The Clerk attended a Website Training session, hosted by Rotherham MBC, held on Microsoft Teams on Tuesday 6 June 2023.

135/23 **YORKSHIRE LOCAL COUNCILS' ASSOCIATIONS**

- (a) Councillor Rowley expressed an interest in attending the following training sessions;
Developing Skills Talking Tables, Thursday 27 July 2023, cost £50.00
South Yorkshire Branch training session on Wednesday 21 June 2023, cost £37.00.
The Council **RESOLVED** to approve the costs.
- (b) Additional item. YLCA email received on 8 June 2023, requesting a response to questions raised in relation to engaging the community when an onshore wind project is being proposed. The Council **RESOLVED** it not necessary to complete as not relevant to our local community.

136/23 **FINANCIAL MATTERS**

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

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137/23 DATE AND TIME OF NEXT MEETING

- (a) The date and time of the next meeting was confirmed as Thursday 13 July 2023 at 6.30pm, to be held in the Parish Hall.

138/23 MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA

- (a) Millenium Sign, showing signs of weather damage.

139/23 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.

140/23 DISCUSSION OF ITEMS FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED.

141/23 CLOSURE OF MEETING

The meeting was closed at 8:40pm.

Chairman Signed: _____ Date: 13 July 2023

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Ravenfield Parish Council

Public Participation 8 June 2023

1. Parking complaints raised by residents on Hollings Lane from the Bramley Sunnyside Junior Football Club presentation event held on Hollings Lane recreational ground on Saturday 20 May 2023. The issue was potentially made worse by the art exhibition being held in the Parish Hall.
A request was made for marshalled parking facilities to be opened up on the field when events are taking place.

The Council **RESOLVED** not to permit the football presentation and art exhibition be held on the same day in future.

Councillors will assess parking facilities at the quarry memorial stone, community clearing day on Saturday 29 July 2023.

2. A parishioner referenced an Old Wall Policy adopted by Wickerlsey Parish Council, and asked if Ravenfield Parish Council could look to do the same, to protect old walls particularly in Old Ravenfield.
The Clerk added that policy may be in conjunction with Wickerlsey Neighbourhood Plan which provides the Parish Council will additional powers in respect of planning. Ravenfield Parish Council does not have a Neighbourhood Plan and therefore may not be able to adopt the same policy. **Action:** Clerk to look into further.

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