

To all Members of the Parish Council

7 May 2009

**SUMMONS**

**Dear Sir/Madam**

**You are hereby requested to attend the Annual Parish Council Meeting to be held at approximately 7.30pm (following the close of business of the Annual Parish Meeting) on Thursday 14 May 2009 at the Council Offices, Mortomley Lane, High Green.**

**Would all members who have keys to the offices please return them to the Chairman at the start of the meeting.**

**AGENDA**

1. To appoint Chairman of the Parish Council
2. To receive the Declaration of Acceptance of Office as Chairman
3. To appoint the Vice Chairman of the Council
4. To receive apologies for absence from members of the Parish Council and to consider the reasons for absence.
5. (a) To receive any amended declarations of interest from members  
(b) To receive any declarations of personal and/or prejudicial interest from members of the Council on items to be discussed at the meeting
6. To identify any items for discussion which may require the exclusion of the press and public
7. To decide which standing committee(s)/ sub-committee(s) of the Council shall be formed
8. To appoint members of the committee(s)/sub-committee(s)
9. To approve delegated powers to the committee(s)
10. To consider the continuation of the Substitute Member Scheme for committees
11. To decide on any changes of signatories required in respect of the Council's bank accounts
12. To approve the minutes of the Parish Council meeting held 2 April 2009 (Pgs 1-5 and Appendix A).

13. To approve the minutes of the Environmental Planning & Employment Committee meeting held 2 April 2009 (Pgs 9-10 & Appends A & B).
14. To approve the minutes of the Environmental Planning & Employment Committee meeting held 21 April 2009 (Pgs 14-16 & Appends A & B).
15. To approve the minutes of the Finance & Premises Committee meeting held 23 April 2009 (Pgs 20-23 & Appendix A) and to agree to implement the recommendations made.
16. To receive a report from the Environmental Planning & Employment Committee meeting held 14 May 2009.
17. To receive a report from the Annual Parish Meeting held 14 May 2009 and to consider any resolutions passed at that meeting.
18. **Grenoside Exhibition Account Charity** - To receive the Clerk's report
19. **Chairman's Allowance** – To agree the amount and payment of the allowance for the ensuing year.
20. **Other Councillors attendance allowances** – To re-affirm the decision not to claim allowances
21. **Councillors expenses** – To agree to accept the level of annual expenses for printer cartridges (£30.00) claimable as agreed by the City Council Remuneration Panel or to request an increase.

22. **To appoint a Parish Council representative on the following bodies:-**

<b><u>Body</u></b>	<b><u>Current Representative</u></b>
a. SCC Standards Board Committee	Cllr P Butler, Bradfield PC
b. North Area Regeneration Panel	Cllr Mrs K Granger
c. North Area Panel	Cllr Mr H House
d. Chapelton Baths CB Ltd	Cllr Ms V M Bowden
e. Anne Reresby Trust	Cllr Mr N Garratt
f. Turies Charity	Cllr Dr J C Bowden
g. High Green )	Cllr Mrs J Wright
Community Safety Group )	Cllr Mrs D Fearnley
h. High Green Community Forum	Cllr Mrs D Fearnley
i. Ecclesfield/Grenoside )	Cllr Mr H House
Community Safety Group )	Cllr Mr S Bower
j. Ecclesfield Charities	Mr C M Birkby

23. **Correspondence** – Items requiring a decision or response
24. **Accounts** – To approve the accounts presented for payment
25. **Local Events**

Yours faithfully

Philip Allass

Mr Philip Allass  
Clerk to the Council

**MINUTES OF THE PARISH COUNCIL MEETING HELD**  
**2<sup>ND</sup> APRIL 2009**

**Present:** Chairman: Cllr Mrs D Fearnley  
**Councillors:** Mr H House, Dr J C Bowden, Mr N E Garratt,  
 Ms V M Bowden, Mr A Hooper, Mrs K Granger,  
 Mr C Taylor, Mrs J H Wright, Mr G Oxley, Mr J Jones,  
 Mr G Weatherall

Apologies for absence were received from Cllrs Mr B Curran & Mr S Bower and the reasons for absence were approved by the Council

Before the commencement of business, the Chairman welcomed P.C. Booth and Sgt. Williams to the meeting. Members' questions to the Police ranged over many areas, in particular the new policing pledge, which is at the heart of the Police actions for the future. Items mentioned to the Police including action on problems in areas inaccessible to police cars eg. parks, their attitude to illegal parking, the location and allocation of PCSO's in the Parish, crime statistics, anti social behaviour and various other items of interest to members. Members' questions were answered in depth and the Chairman thanked the Police for attending the meeting.

The Chairman presented two Awards – Mrs Jean Hardman and Cllr Mrs Kathleen Chadwick for all their hard work and service to the community, running lunch clubs over the last 25 years. Their dedication and service to the Parish is much appreciated.

<b>MINUTE</b>	<b>ACTION</b>
<b><u>MINUTE NO.164.</u></b> <b><u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u></b> There were none received.	
<b><u>MINUTE NO.165.</u></b> <b><u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COUNCIL ON ITEMS TO BE DISCUSSED AT THE MEETING</u></b> There were none received.	
<b><u>MINUTE NO.166.</u></b> <b><u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u></b> There were none identified.	
<b><u>MINUTE NO.167.</u></b> <b><u>TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 5<sup>TH</sup> MARCH 2009 RESOLVED UNANIMOUSLY</u></b> <b>(Proposed by Cllr Mr N Garratt</b> <b>Seconded by Cllr Mr H House)</b> That the minutes be approved as a correct record.	

<p><b><u>MINUTE NO.168.</u></b>  <b><u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING &amp; EMPLOYMENT COMMITTEE MEETING HELD 5<sup>TH</sup> MARCH 2009</u></b>  <b><u>RESOLVED UNANIMOUSLY</u></b>  <b>(Proposed by Cllr Dr J C Bowden</b>  <b>Seconded by Cllr Mrs D Fearnley)</b>  That the minutes be approved as a correct record.</p>	
<p><b><u>MINUTE NO.169.</u></b>  <b><u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING &amp; EMPLOYMENT COMMITTEE MEETING HELD 17<sup>TH</sup> MARCH 2009</u></b>  <b><u>RESOLVED UNANIMOUSLY</u></b>  <b>(Proposed by Cllr Dr J C Bowden</b>  <b>Seconded by Cllr Mrs D Fearnley)</b>  That the minutes be approved as a correct record.</p>	
<p><b><u>MINUTE NO.170.</u></b>  <b><u>TO APPROVE THE MINUTES OF THE FINANCE &amp; PREMISES COMMITTEE MEETING HELD 19<sup>TH</sup> MARCH 2009 AND TO APPROVE THE RECOMMENDATIONS CONTAINED THEREIN</u></b>  Cllr Garratt reported on these minutes.  <b><u>RESOLVED UNANIMOUSLY</u></b>  <b>(Proposed by Cllr Mr N Garratt</b>  <b>Seconded by Cllr Mr G Weatherall)</b>  That the minutes be approved as a correct record and that the recommendations be implemented.</p>	<p>Clerk to ensure that the recommendations are implemented.</p>
<p><b><u>MINUTE NO.171.</u></b>  <b><u>TO RECEIVE A VERBAL REPORT FROM THE ENVIRONMENTAL PLANNING &amp; EMPLOYMENT COMMITTEE MEETING HELD ON THE 2ND APRIL 2009</u></b>  Cllr Dr J C Bowden reported on this meeting and in particular with the large attendance of members of the public in respect of planning proposal 09/00865/FUL – land between 54 and 64 Cowley Lane, Chapeltown. Cllr Bowden reported that an objection was to be submitted based on the objection submitted to the first application.</p> <p>Cllr Oxley requested members to urgently consider their attendance at Sheffield City Council planning committee meetings in order to speak on behalf of the Parish Council in respect of the objection submitted.</p>	<p>Objection to be submitted to SCC</p>
<p><b><u>MINUTE NO.172.</u></b>  <b><u>NORTH AREA PANEL/NORTHERN COMMUNITY ASSEMBLY</u></b>  <b>A) <u>To receive a report from the previous meeting</u></b>  Cllr House reported on the final meeting of the North Area Panel with a presentation to Anne Blantern the co-ordinator</p>	

<p>who had now acquired a post with the Northern Community Assembly.</p> <p>Cllr Hooper reported that the Parish Council would be fitting into the new assembly system in due course and meetings would be held to acquaint members and staff of their role in respect of this.</p> <p>Members noted the planning proposal for the Devils Bridge pond with its enlargement and safe disposal of the toxic matter extracted.</p>	<p>Letter to be sent to Anne Blantern and Mr M Rush thanking them for their work with the North Area Panel.</p>
<p><b><u>MINUTE NO.173.</u></b>  <b><u>TO CONSIDER THE ATTACHED PROPOSAL FROM CLLR MR C TAYLOR REGARDING INVESTMENT IN THE PARKS IN THE PARISH</u></b></p> <p>That this Council: -</p> <p>(a) Believes that providing our young people with the opportunity to play and enjoy themselves in local parks is important;</p> <p>(b) Believes that investment for play facilities in local parks in the parish is well overdue and therefore calls on Sheffield City Council to confirm that they intend to provide extra investment for play facilities in our local parks.</p> <p><b>Proposed by Cllr Mr C Taylor</b>  <b>Seconded by Cllr Mr B Curran</b></p> <p>Cllr Taylor spoke of his resolution and members generally agreed that the City Council should be urged to increase spending on parks in the parish. Members were in general agreement that this should be submitted to the City Council and members went into detail on the areas in the Parish, which had not been properly maintained/upgraded by the City Council over very many years.</p> <p>It was agreed to invite the Cabinet member for parks, Cllr Mr Shaffaq Mohammed and Mrs Mary Bagley to a future meeting of the planning committee to discuss the problems in parks in the Parish.</p> <p>Cllr Hooper requested the Council to place on record the excellent work done by Kate Clark on many issues regarding the parks during her time spent on this project.</p>	<p>Letter to be sent to SCC</p> <p>Invitation to be sent to Cllr Mr Shaffaq Mohammed and Mrs Mary Bagley to discuss problems in parks in the Parish.</p> <p>Letter to be sent to Kate Clark thanking her for her work.</p>
<p><b><u>MINUTE NO.174.</u></b>  <b><u>CORRESPONDENCE (Appendix A)</u></b></p> <p>Items requiring a reply or response</p> <p>The Clerk requested members to feed information back to him on any improvements/amendments required to the Council's website and the confidential pages which are only available to Parish Councillors.</p>	

Cllr Mr Colin Taylor was in agreement that the improvements made in the information to members was very beneficial in keeping him up to date on almost a daily basis on matters of interest to him as a Parish Councillor.

**MINUTE NO.175.**

**ACCOUNTS**

**Cllr Mr H House declared an interest in this item and did not speak or vote thereon**

**RESOLVED**

**(Proposed by Cllr Mrs D Fearnley**

**Seconded by Cllr Mr N Garratt)**

That the following accounts be approved for payment:

Payee	Details	Amount	Payment made under
Cllr Mr H House	Course	£30.00	LG Act 1972 S111
PWLB	Loan repayment	£1,103.51	LG Act 1972 S111
Absolute Coffee Services	Coffee supply for hospitality	£52.60	LG Act 1972 S111
Sage UK Ltd	Payroll system	£109.25	LG Act 1972 S111
Ricoh	Photocopying charges	£17.07	LG Act 1972 S111
N Power	Electricity supply – community room	£110.68	LG Act 1972 S111
YLCA	Subscription	£1,602.00	LG Act 1972 S111
SCC Rates	Community Room - April	£131.75	LG Act 1972 S111
SCC Rates	Council Office - April	£511.50	LG Act 1972 S111
Howell Alarms	Electrical work – Council offices	£95.00	LG Act 1972 S111
Grenoside Players	Grant	£500.00	LG Act 1972 S137
Chubb Electronic Security	Annual service/maintenance	£63.39	LG Act 1972 S111

**MINUTE NO.176.**

**REGULATION 66 OF THE LOCAL GOVERNMENT PENSION SCHEME (ADMINISTRATION) REGULATIONS 2008**

Members considered the need to update their policies on discretionary items under the Local Government Pension Scheme Administration Regulations 2008.

It was agreed to request advice from the YLCA on these items.

The Clerk invited the Council to reconsider their decision to refuse the application by an ex-employee to be designated as retired and to receive the superannuation benefits earlier than planned.

The Council strongly agreed to reaffirm its decision to refuse the request. The Clerk was instructed not to request a calculation of the likely costs to the Council if the request had been approved.

It was decided that this matter would be referred to the next meeting of the Finance/Premises committee.

Letters to YLCA and SYPA

**MINUTE NO.177.**  
**LOCAL EVENTS**

- Ø 21 March 2009 – Barn Dance at Grenoside Community Centre.
- Ø 25 March 2009 – Presentation of prizes at Boccia Event at the Miners Welfare, High Green
- Ø 25 March 2009 – Sheffield Activities
- Ø 5 April 2009 – Civic Service – Methodist Church
- Ø 13 March 2009 - Race Night at Acorn Inn raised £350.00 for the Burncross Action Team
- Ø 16 April 2009 – Spring judging of Burncross in Bloom
- Ø 4 April 2009 – Production of Copacabana by Chapeltown Operatic Group at Rotherham Civic Theatre
- Ø Cllr Mrs Pat Fox retiring from Sheffield City Council
- Ø Cllr Mr John Fox
- Ø Brian Edley – 30 years as Governor of High Green School

Cllr Mr Graham Oxley requested that he not be placed on any committees due to him being the Lord Mayor for the next year.

Letters to be sent thanking them for their excellent public service over many years.

COUNCIL CORRESPONDENCE – 2 APRIL 2009							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
06-Mar-09	YLCA	e-mail	Rural matters	02-Apr-09			1
06-Mar-09	YLCA	e-mail	The Policing Pledge	02-Apr-09			2
09-Mar-09	Friends of the Peak District	booklet	Events Programme 2009	02-Apr-09			3
09-Mar-09	Friends of the Peak District	Newsletter	Spring 2009 Newsletter	02-Apr-09			4
09-Mar-09	Foys Solicitors	letter	Apology for sending cheque in error	02-Apr-09			5
09-Mar-09	SCC - Neighbourhoods & Comm Care	letter	North Area Panel meeting 18 March 2009	02-Apr-09			6
09-Mar-09	SCC - Development Environment	letter	Market Place/Market Street	02-Apr-09			7
09-Mar-09	SCC - Development Environment	letter	Sheffield Development Framework	02-Apr-09			8
09-Mar-09	NALC	e-mail	DIS Extra 704	02-Apr-09			9
09-Mar-09	Friends of the Peak District	letter	A628 trunk road bypass	02-Apr-09			10
10-Mar-09	SCC	e-mail	Sheffield Environment Weeks - Newsletter	02-Apr-09			11
10-Mar-09	Teresa Bond	e-mail	Northern Community Assembly and PC mtg	02-Apr-09			12
10-Mar-09	Quattro Seal	e-mail	Quote for draught proofing	02-Apr-09		19-Mar-09	13
11-Mar-09	Friends of Chapeltown and H/Green Park	e-mail	Birdwatch in Chapeltown Park	02-Apr-09			14
12-Mar-09	North Area Panel	e-mail	Docs for mtg 18 March 09	02-Apr-09	17-Mar-09		15
12-Mar-09	YLCA	letter	Membership of YLCA - Invoice	02-Apr-09			16
12-Mar-09	Teresa Bond	e-mail	Community Events	02-Apr-09	17-Mar-09		17
12-Mar-09	Highways agency	letter	Help to plan your journey March to May 09	02-Apr-09			18
12-Mar-09	YLCA	e-mail	2008/2009 National salary award	02-Apr-09		19-Mar-09	19
12-Mar-09	Campaign to protect rural England	leaflet	Fieldwork magazine	02-Apr-09			20
13-Mar-09	Bluebell Chimes	booklet	Spring, Summer issue	02-Apr-09			21
17-Mar-09	SCC	e-mail	Community Involvement Strategy	02-Apr-09			22
17-Mar-09	Cllr	e-mail	Events in Grenoside 2009	02-Apr-09			23
18-Mar-09	SCC - Streetforce	e-mail	Sussex Road - damage to railings	02-Apr-09			24



COUNCIL CORRESPONDENCE – 2 APRIL 2009							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
19-Mar-09	Transport Executive	letter	Barnsley free fares - April service changes	02-Apr-09			25
19-Mar-09	SCC - Transport and Highways Dept	e-mail	Further update roadworks at Chapeltown	02-Apr-09			26
19-Mar-09	Revitalising Ecclesfield Park Group	e-mail	Invitation to AGM and Agenda 6.4.09	02-Apr-09			27
19-Mar-09	Teresa Bond - NCC	e-mail	Northern Community Assembly & PC mtg	02-Apr-09			28
20-Mar-09	SCC	e-mail	Proposed federation of Fox Hill & Montenev	02-Apr-09			29
20-Mar-09	YLCA	e-mail	Nomination paper	02-Apr-09			30
20-Mar-09	YLCA	e-mail	Training and development programme 2009	02-Apr-09			31
20-Mar-09	YLCA	e-mail	White Rose Update	02-Apr-09			32
23-Mar-09	Lord Mayor's office	letter	Chairman's Civic Service	02-Apr-09			33
24-Mar-09	Cllr Hooper	e-mail	High Green Enhanced Public Health Prog	02-Apr-09			34
25-Mar-09	One Stop Managed Waste	letter	Landfill Tax escalator	02-Apr-09			35
26-Mar-09	YLCA	e-mail	Weekly information bulletin	02-Apr-09			36
26-Mar-09	English Heritage	e-mail	South Yorks Historic Conservation areas at risk	02-Apr-09			37
26-Mar-09	Howarth Kennedy Associates	e-mail	Nuisance and anti-social behaviour solutions	02-Apr-09			38
26-Mar-09	SCC	e-mail	Sheffield Sustainable Communities Debate	02-Apr-09			39
27-Mar-09	SCC	email	Roadworks report No. 694	02-Apr-09			40
27-Mar-09	Grenoside News	Booklet	April 2009 issue	02-Apr-09			41
30-Mar-09	Cllr	e-mail	Community Justice Panel	02-Apr-09			42
30-Mar-09	YLCA	e-mail	Internal audit training	02-Apr-09			43
30-Mar-09	YLCA	e-mail	Training events	02-Apr-09			44
30-Mar-09	Teresa Bond	e-mail	Date of next mtg Northern Community Asse	02-Apr-09			45
30-Mar-09	SCC	e-mail	Sheffield Environment weeks	02-Apr-09			46
30-Mar-09	Richard Godley	e-mail	Grenoside in Bloom 2009	02-Apr-09			47
30-Mar-09	Stomp Club	e-mail	Invite to Hullabaloo event 1 April 09	02-Apr-09			48

<b>COUNCIL CORRESPONDENCE – 2 APRIL 2009</b>							
<b>DATE RECD</b>	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Coun</b>	<b>Ref/Plann</b>	<b>Ref/Fin</b>	<b>No.</b>
30-Mar-09	Camilla Govan	e-mail	Market Town Awards	02-Apr-09			<b>49</b>
30-Mar-09	YLCA	e-mail	Employment Briefing	02-Apr-09			<b>50</b>
31-Mar-09	SCC	e-mail	North Area Panel special meeting	02-Apr-09			<b>51</b>
31-Mar-09	Cllr	e-mail	Sheffield Funding Fair	02-Apr-09			<b>52</b>
31-Mar-09	Friends of Chap/t and H/Green Parks	leaflet	Tree planting along Mortomley Lane	02-Apr-09			<b>53</b>
31-Mar-09	YLCA	e-mail	Foundation degree in community engagement	02-Apr-09			<b>54</b>
31-Mar-09	Richard Gill	e-mail	Tree planting Mortomley Lane	02-Apr-09			<b>55</b>
31-Mar-09	Teresa Bond	e-mail	Venue for Northern Community & PC mtg	02-Apr-09			<b>56</b>
31-Mar-09	Irwin Mitchell	letter	Sale of land 4-18 Cupola Lane Grenoside	02-Apr-09			<b>57</b>
31-Mar-09	Cllr	leaflet	Grenoside in Bloom Judging date	02-Apr-09			<b>58</b>
01-Apr-09	South Yorkshire Fire & Rescue Authority	e-mail	April 2009 Member Briefing	02-Apr-09			<b>59</b>
02-Apr-09	Yorkshire Electricity	Letter	Cheque re Wayleave for Chapelton Baths	02-Apr-09			<b>60</b>
02-Apr-09	BDO Stoy Hayward	Letter	Annual external audit	02-Apr-09			<b>61</b>
20-Mar-09	Friends of Grenoside Green	Letter	Thank you for grant	02-Apr-09			<b>62</b>
29-Mar-09	Ecclesfield Gala 2008	Letter	Thank you for grant	02-Apr-09			<b>63</b>

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 2<sup>ND</sup> APRIL 2009**

**Present:** Chairman: Dr J C Bowden  
**Councillors:** Mrs D Fearnley, Mr H House, Mr J Jones, Mrs K Granger,  
 Mrs J H Wright

Apologies were received from Cllr Mr B Curran and the reason for absence was approved by the Committee.

<b>MINUTE</b>	<b>ACTION</b>
<p><b><u>MINUTE NO.139.</u></b>  <b><u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u></b>                      There were none.</p>	
<p><b><u>MINUTE NO.140.</u></b>  <b><u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COMMITTEE ON ITEMS TO BE DISCUSSED AT THIS MEETING.</u></b>                      There were none.</p>	
<p><b><u>MINUTE NO.141.</u></b>  <b><u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u></b>                      There were none identified.</p>	
<p><b><u>MINUTE NO.142.</u></b>  <b><u>PLANNING PROPOSALS FOR CONSIDERATION</u></b>  <b><u>(Appendix A)</u></b>  <b><u>09/00865/FUL – Land between 54 and 64 Cowley Lane, Sheffield</u></b>                      Several members of the public attended the meeting to express their concerns about the above planning application. The Committee would like to support the residents’ objections on the following grounds:-                      Ø Overbearing development                      Ø Traffic congestion on an already very busy highway                      Ø The land on which the proposed development is to take place is on a flood plain – flooding problems already experienced many times                      Ø Loss of privacy                      Ø Destruction of the “green corridor” along Blackburn Brook                       The Committee requested that the Clerk write to the Head of Planning requesting that a site visit be made and that the decision is taken by the Board rather than an individual officer. The Councillors would like to be made aware of the date of the site visit so that they could attend.</p>	<p>Clerk to write to the Head of Planning requesting that a site visit be made and that decision is made by the Board.</p>

<p><b><u>09/00335/FUL – 45 Church Street, Ecclesfield S35 9WE</u></b>                  Two letters had been received by the Committee to the above planning application, copies of which have also been sent to the City Council Planning Department by the residents themselves.</p> <p>Whilst the residents are not objecting to the planning application the Committee would like the comments in the letters to be taken into account when making a decision.</p> <p>The Clerk to write to the Head of Planning regarding the integrity and nature of area, and requesting that whatever is built is sympathetic to the immediate surroundings.</p> <p><b><u>Wortley Road traffic restrictions</u></b>                  Two Parishioners attended the meeting to discuss traffic restriction notices that had been placed on lampposts on Wortley Road. The Committee had no prior knowledge of the traffic restrictions. The Committee expressed concern about yellow lines being ignored and causing problems for residents and suggested writing to the Roads and Transport Department at the City Council to ensure that parking restrictions are observed.</p>	<p>Clerk to write to the Head of Planning requesting comments be taken into account when making a decision.</p>
<p><b><u>MINUTE NO.143.</u></b>  <b><u>LICENCE APPLICATIONS</u></b>                  No licence applications had been received.</p>	
<p><b><u>MINUTE NO. 144.</u></b>  <b><u>CORRESPONDENCE (Appendix B)</u></b>                  Items requiring a reply or response</p> <p><b><u>Item 2 – Modification of map Skew Hill to Birley Edge</u></b>                  The Committee requested the Clerk to write to the City Council informing them that there are no objections to the above modification.</p>	<p>Clerk to the Council to write to the City Council informing them there are no objections.</p>

PLANNING LIST – 2 APRIL 2009						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
09/00335 30-Mar-09	OUT	A OWEN Rec. 11.3.09	45 CHURCH STREET, ECCLESFIELD, S35 9WE ERECTION OF THREE DWELLINGHOUSES	N/CONSULTED	LETTER TO HOP SCC SUPPORTING RESIDENTS COMMENTS	02-Apr-09
09/00657 03-Apr-09	FUL	A OWEN Rec. 16.3.09	138 BUTTERTHWAITE LANE, SHEFFIELD S35 9WA TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	02-Apr-09
09/00728 01-Apr-09	FUL	A OWEN Rec. 16.3.09	1 CHAMBERS GROVE, SHEFFIELD S35 2TD FIRST FLOOR SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	02-Apr-09
09/00804 07-Apr-09	FUL	A OWEN Rec. 23.3.09	3 CHAMBERS GROVE, SHEFFIELD S35 2TD FIRST FLOOR SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	02-Apr-09
09/00506 07-Apr-09	FUL	J ATHERTON Rec. 23.3.09	LAND BETWEEN 11 AND 15 TOWNFIELDS AVENUE SHEFFIELD S35 9ZP ERECTION OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	02-Apr-09
09/00788 10-Apr-09	FUL	A OWEN Rec. 23.3.09	64 VICARAGE ROAD, GRENOSIDE, SHEFFIELD S35 8RG SINGLE STOREY SIDE/REAR EXTENSION TO DWELLINGHOUSE INCLUDING CAR PORT	N/CONSULTED	NO OBJECTIONS	02-Apr-09
09/00710 14-Apr-09	FUL	A OWEN Rec 27.3.09	6 WOODSEATS, GRENOSIDE ERECTION OF FRONT DORMER WINDOW	N/CONSULTED	NO OBJECTIONS	02-Apr-09

<b>09/00865</b> 14-Apr-09	<b>FUL</b>	<b>J ATHERTON</b> Rec. 30.3.09	<b>LAND BETWEEN 54 AND 64 COWLEY LANE, SHEFFIELD</b> ERECTION OF NO 20 APARTMENTS IN 3/4 STOREY BLOCKS WITH ACCESS ROAD, LANDSCAPING AND ASSOCIATED CAR PARKING	N/CONSULTED	<b>LETTER SENT TO SCC – HOP SUPPORTING RESIDENTS OBJECTIONS</b>	02-Apr-09
<b>09/00878</b> 15-Apr-09	<b>FUL</b>	<b>F KHALIL KHAN</b> Rec 30.3.09.	<b>FARM BUILDING - PRIOR ROYD FARM, TOP SIDE SHEFFIELD S34 8RD</b> ALTERATIONS TO FARM BUILDING TO FORM DWELLINGHOUSE AND ERECTION OF DETACHED GARAGE	N/CONSULTED	<b>NO OBJECTIONS</b>	02-Apr-09
<b>09/00962</b>	<b>FUL</b>	<b>C HARRISON</b>	<b>448A WHITLEY LANE, GRENSIDE</b> ALTERATIONS & EXTENSIONS TO DWELLINGHOUSE INCLUDING TWO STOREY FRONT EXTENSION AND TWO STOREY REAR EXTENSION	N/CONSULTED	<b>NO OBJECTIONS</b>	2 Apr 09

<b>PLANNING CORRESPONDENCE – 2 APRIL 2009</b>							
<b>DATE RECD</b>	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Coun</b>	<b>Ref/Plann</b>	<b>Ref/Fin</b>	<b>No.</b>
19-Mar-09	SCC Streetforce	e-mail	Response re Overgrown fpth Caister Ave		02-Apr-09		<b>1</b>
20-Mar-09	SCC	e-mail	Modification of map Skew Hill to Birley Edge		02-Apr-09		<b>2</b>
23-Mar-09	SCC - Street Force	e-mail	Potholes - Angram Road		02-Apr-09		<b>3</b>
23-Mar-09	Residents of Stephen Lane	e-mail	Objection to 32 Stephen Lane		02-Apr-09		<b>4</b>
25-Mar-09	Cllr	e-mail	Planning application Cowley Lane		02-Apr-09		<b>5</b>
26-Mar-09	Cllr	e-mail	09/00865 development at Cowley Lane		02-Apr-09		<b>6</b>
25-Mar-09	Resident on Whitley View	e-mail	Planning application 08/05996 Whitley View		02-Apr-09		<b>7</b>
27-Mar-09	Resident (8)	letter	Obj 09/00335/OUT at Church Street, Ecc		02-Apr-09		<b>8</b>
30-Mar-09	Resident on Priory Close	objection	09/00335 45 Church Street Ecclesfield		02-Apr-09		<b>9</b>

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 21<sup>st</sup> APRIL 2009**

**Present:** Chairman: Dr J C Bowden  
**Councillors:** Mrs D Fearnley, Mr H House, Mrs K Granger, Mr B Curran,  
 Mr N Garratt as substitute for Mr J Jones

Apologies were received from Cllrs Mr J Jones & Mrs J H Wright and the reasons for absence were approved by the Committee.

<b>MINUTE</b>	<b>ACTION</b>
<p><b><u>MINUTE NO.145.</u></b>  <b><u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u></b>            There were none.</p>	
<p><b><u>MINUTE NO.146.</u></b>  <b><u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COMMITTEE ON ITEMS TO BE DISCUSSED AT THIS MEETING.</u></b>            There were none.</p>	
<p><b><u>MINUTE NO.147.</u></b>  <b><u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u></b>            There were none identified.</p>	
<p><b><u>MINUTE NO.148.</u></b>  <b><u>PLANNING PROPOSALS FOR CONSIDERATION</u></b>  <b><u>(Appendix A)</u></b>  <b><u>09/01019 – Curtilage of 80 Greengate Lane, High Green</u></b>            Approximately 20 members of the public attended the meeting to state their objections to this development. The main objections being:-            Ø Close proximity of the development to existing houses causing loss of light.            Ø Narrow shared driveway, which is an un-adopted road – this would cause problems for one of the residents who is disabled and needs access for emergency vehicles to get to her property. There is only sufficient room for one vehicle at a time down the driveway.            Ø Possible flooding problems – the residents of surrounding properties have already experienced problems of flooding and drain covers lifting with effluent seepage. They are concerned as on the plans there is a large area of hardstanding, which will not allow rainwater to soak away and also there will be the additional drainage to three more properties.            Ø Health and Safety issues – hazardous building materials –</p>	



<p>possibly asbestos close to nearby schools. This issue has previously been reported by neighbours to Sheffield Council Environment Department about fears that asbestos was being burnt on fires at the development.</p> <ul style="list-style-type: none"> <li>Ø Also there will be construction vehicles, which will be unable to get up the narrow driveway and therefore will have to be parked on the public highway, which is at the brow of the hill.</li> <li>Ø The effect on wildlife in the area – bats which could be nesting.</li> </ul> <p>The Committee would support the residents’ objections to this development and would like to request that a site visit be made to the development. The residents themselves would like to be present at the site visit with a spokesperson to give their views. The Committee would also request that the decision be made by the Board, rather than an individual officer.</p> <p><b><u>09/01091/FUL – 17 Whitley View, Sheffield S35 9ZZ</u></b></p> <p>One objection had been received to the above development concerning loss of light and privacy to the property immediately next to the development.</p> <p>The owner of the property at 17 Whitley View attended the Planning meeting to explain that the proposed development was in fact to aid his physically and mentally disabled child. There is a need for more room, as they need to provide a large amount of equipment and access for wheelchairs to be able to cope with his disability, this will impact further on the family as his son grows older and needs more equipment.</p> <p>The Committee felt that following the further information they have received from the property owner regarding his son’s needs, they needed to support his application but asked that a site visit be made to assess the impact on the neighbours immediately next to the development.</p> <p>The Committee considered that support of this application would illustrate the Council’s support of the requirement to discriminate positively in favour of the underprivileged members of society resident in the Parish.</p> <p><b><u>09/01182 – 48 Livingstone Road, Burncross S35 2UF</u></b></p> <p>Due to the short timescales between receiving this application and the decision date required by the Council – no objections having been received from neighbours, the Committee would be happy for the development to go ahead as long as it was in accordance with previous conditions stipulated.</p>	<p>Clerk to the Council to write to the Head of Planning stating the objections and requesting a site visit be made and that the decision be made by the Board rather than an individual officer.</p> <p>Clerk to the Council to write to the Head of Planning stating that while the Committee would now support the application due to further information received, they would like to request that a site visit be made to assess the impact on the neighbours loss of light immediately next to the development.</p> <p>Clerk to the Council to write to Head of Planning stating they are happy for development to go ahead in accordance with previous conditions stipulated.</p>
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<p><b><u>09/01071/FUL – 17 Norfolk Hill, Grenoside S35 8QA</u></b>                  One objection had been received to the above planning application and the Committee felt that they would support this objection on the following grounds:-</p> <ul style="list-style-type: none"> <li>Ø Loss of privacy to neighbouring properties</li>   <li>Ø Development out of character with surrounding properties in a conservation area.</li> </ul> <p>The Committee are lead to believe that the development has already taken place prior to planning approval being received and would therefore request that a site visit be made to assess the situation.</p>	<p>Clerk to the Council to write to Head of Planning stating the objection and requesting that a site visit be made.</p>
<p><b><u>MINUTE NO.149.</u></b>  <b><u>LICENCE APPLICATIONS</u></b>                  There were none received.</p>	
<p><b><u>MINUTE NO. 150.</u></b>  <b><u>CORRESPONDENCE (Appendix B)</u></b>                  Items requiring a reply or response.  <b><u>Item 6 – Planning appeal – Costcutter – Bevan Way</u></b></p> <p>The Committee would like to reiterate their previous objection to the development in that the proposed development would be overbearing and intrusive on surrounding residential properties, and that there would be safety aspects for pedestrians and traffic at the junction of Burncross Road and Bevan Way.</p>	<p>Clerk to the Council to write to Planning Inspectorate reiterating previous objections.</p>

PLANNING LIST – 21 APRIL 2009						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
09/00751 21-Apr-09	FUL	V FAULKNER Rec 3.4.09	37 DERWENT DRIVE, CHAPELTOWN SINGLE STOREY SIDE/FRONT EXTENSION	N/CONSULTED	NO OBJECTIONS	21-Apr-09
09/00201 22-Apr-09	FUL	A CHAPMAN Rec 6.4.09	1 COWLEY VIEW ROAD, CHAPELTOWN TWO STOREY/FIRST FLOOR SIDE EXTENSION	N/CONSULTED	NO OBJECTIONS	21-Apr-09
09/00475 23-Apr-09	FUL	M YOUNG Rec 6.4.09	APARTMENTS, 1-13 SUSSEX HOUSE, 14 SUSSEX ROAD, CHAPELTOWN APPL. TO ALLOW BEDROOM & LIVING ROOM WINDOWS AS SHOWN ON DRAWINGS TO BE ABLE TO BE OPENED (APPL UNDER S73 TO REMOVE COND. 21 - WINDOWS TO REMAIN FIXED & NON OPENING) AS IMPOSED BY 07/02810/FUL	N/CONSULTED	NO OBJECTIONS	21-Apr-09
09/01019 27-Apr-09	FUL	A OWEN Rec. 7.4.09	CURTILAGE OF 80 GREENGATE LANE, HIGH GREEN SHEFFIELD S35 3GT ERECTION OF THREE DWELLINGHOUSE AND GARAGES	N/CONSULTED	SUPPORT RESIDENTS OBJECTIONS AND REQUEST A SITE VISIT	21-Apr-09
09/01042 27-Apr-09	FUL	M JACKSON Rec. 7.4.09	43 MACKENZIE CRESCENT, BURNCROSS, SHEFFIELD ERECTION OF A GARAGE	N/CONSULTED	NO OBJECTIONS	21-Apr-09
09/01091 28-Apr-09	FUL	A OWEN Rec 9.4.09	17 WHITLEY VIEW, SHEFFIELD S35 9ZZ TWO STOREY REAR EXTENSION AND SINGLE STOREY FRONT EXTENSION TO DWELLINGHOUSE - RESUBMISSION OF PLANNING APP 08/05996/FUL	N/CONSULTED	SUPPORT APPLICATION BUT REQUEST A SITE VISIT FOR IMPACT ON NEIGHBOURS	21-Apr-09
09/01058 27-Apr-09	FUL	V FAULKNER Rec. 9.4.09	5 BROOK LANE, GRENOSIDE, SHEFFIELD S35 8NF SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	21-Apr-09

<b>09/01068</b> 28-Apr-09	<b>FUL</b>	<b>M JACKSON</b> Rec 9.4.09	<b>45 MACKENZIE CRESCENT, BURNCROSS, S35 1UR</b> ERECTION OF DETACHED GARAGE	N/CONSULTED	<b>NO OBJECTIONS</b>	21-Apr-09
<b>09/00966</b> 28-Apr-09	<b>FUL</b>	<b>A OWEN</b> Rec 15.4.09	<b>11 THE CIRCLE, HIGH GREEN</b> EREC. OF 2 SINGLE STOREY BLDGS WITH COVERED WALKWAY TO FORM GARAGE/POTATO STORE & FOOD PREP/STAFF ROOM/SHOWER/WC (AMENDED ROOF DESIGN SCHEME FOR 08/04308/FUL)	N/CONSULTED	<b>NO OBJECTIONS</b>	21-Apr-09
<b>09/01024</b> 28-Apr-09	<b>FUL</b>	<b>M JACKSON</b> Rec 15.4.09	<b>16 CAISTER AVENUE, CHAPELTOWN</b> TWO STOREY SIDE EXTN & FIRST FLOOR REAR EXTN	N/CONSULTED	<b>NO OBJECTIONS</b>	21-Apr-09
<b>09/01104</b> 29-Apr-09	<b>FUL</b>	<b>J ATHERTON</b> Rec 15.4.09	<b>5 WELL LANE, GRENOSIDE</b> EREC. OF SINGLE STOREY OUTBUILDING IN FRONT GARDEN TO BE USED FOR STORAGE WITH ANCILLARY OFFICE	N/CONSULTED	<b>NO OBJECTIONS</b>	21-Apr-09
<b>09/01107</b> 29-Apr-09	<b>FUL</b>	<b>A OWEN</b> Rec 15.4.09	<b>50 BOWLAND DRIVE, CHAPELTOWN</b> SINGLE STOREY REAR EXTN & FIRST FLOOR SIDE EXTN	N/CONSULTED	<b>NO OBJECTIONS</b>	21-Apr-09
<b>09/01117</b> 30-Apr-09	<b>FUL</b>	<b>M JACKSON</b> Rec 15.4.09	<b>27 VICARAGE ROAD, GRENOSIDE</b> TWO STOREY SIDE EXTN, SINGLE STOREY REAR EXTN & EREC. OF PORCH TO FRONT	N/CONSULTED	<b>NO OBJECTIONS</b>	21-Apr-09
<b>09/01071</b> 07-May-09	<b>FUL</b>	<b>M JACKSON</b> Rec. 20.4.09	<b>17 NORFOLK HILL, GRENOSIDE, SHEFFIELD S35 8QA</b> ALTERATIONS TO ROOF INCLUDING THE ERECTION OF 3 REAR DORMER WINDOWS TO FACILITATE A LOFT CONVERSION	N/CONSULTED	<b>SUPPORT RESIDENTS OUT OF CHARACTER IN CONSERVATION AREA AND LOSS OF PRIVACY</b>	21-Apr-09
<b>09/01182</b> 07-May-09	<b>FUL</b>	<b>E PARKER</b> Rec. 20.4.09	<b>48 LIVINGSTONE ROAD BURNCROSS SHEFFIELD S35 2UF</b> ALTERATIONS TO FRONT AND REAR DORMER WINDOWS (AMENDMENT TO PREVIOUS APPLICATION 07/04516/FUL)	N/CONSULTED	<b>NO OBJECTION IF DEVELOPMENT IN ACCORDANCE WITH PREVIOUS CONDITIONS</b>	21-Apr-09

PLANNING CORRESPONDENCE – 21 APRIL 2009							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
03-Apr-09	SCC, Licensing	email	Forthcoming Board hearing		21-Apr-09		1
03-Apr-09	SCC	email	Roadworks report		21-Apr-09		2
08-Apr-09	SCC - Street Force	e-mail	Lighting column Eagleton Drive		21-Apr-09		3
08-Apr-09	SCC	e-mail	Sheffield Sustainable Communities Debate		21-Apr-09		4
08-Apr-09	Resident on Sherburn Gate	e-mail	Proposed bus stops on Sherburn Gate		21-Apr-09		5
15-Apr-09	SCC	notice	of planning appeal - Costcutter, Bevan Way		21-Apr-09		6
15-Apr-09	Resident	email	Tree planting, Mortomley Park		21-Apr-09		7
16-Apr-09	Resident	email	Info re 09/01091/FUL, 17 Whitley View		21-Apr-09		8
17-Apr-09	SCC	email	Roadworks report		21-Apr-09		9
17-Apr-09	SCC, Licensing	email	Forthcoming board hearing		21-Apr-09		10
17-Apr-09	SCC, Streetforce	email	Wall, Town End Road, Ecc - reply		21-Apr-09		11
17-Apr-09	Resident	letter	Obj 09/00865/FUL land at Cowley Lane		21-Apr-09		12
20-Apr-09	Resident of surrounding property	letter	Obj. 09/01091 - 17 Whitley View		21-Apr-09		13
20-Apr-09	Resident of surrounding property	letter	Obj. 09/01019 - 80 Greengate Lane		21-Apr-09		14
20-Apr-09	SCC - Chief Exec Office	letter	Appeal planning app 22 California Drive		21-Apr-09		15
21 Apr-09	Resident of surrounding property	e-mail	Obj. 09/01071/FUL – 17 Norfolk Hill		21-Apr-09		16

**MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING**  
**HELD 23<sup>RD</sup> APRIL 2009**

**Present:** Chairman: Cllr Mr S Bower  
**Councillors:** Ms V M Bowden, Mr G Oxley, Mr N Garratt, Mr H House,  
 Mr A Hooper, Dr J C Bowden as substitute for Mrs D Fearnley

Apologies for absence were received from Cllrs Mrs D Fearnley and Mr C Taylor and the reasons for absence were approved by the Committee.

Prior to commencement of business the Chairman read a note from Cllr Mrs Fearnley, the Chairman of the Parish Council, thanking members for their support during her year of office.

MINUTE	ACTION
<p><b><u>MINUTE NO.125.</u></b>  <b><u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FORMS FROM MEMBERS</u></b>            The Clerk reported that Cllrs Pepper and Hooper had submitted amended declarations of interest.</p>	
<p><b><u>MINUTE NO.126.</u></b>  <b><u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS ON ITEMS TO BE DISCUSSED AT THIS MEETING</u></b>            There were none received.</p>	
<p><b><u>MINUTE NO.127.</u></b>  <b><u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u></b>            There were none identified.</p>	
<p><b><u>MINUTE NO.128.</u></b>  <b><u>FINANCIAL REPORTS</u></b>            The Clerk's reports were considered and members noted the balance in hand at 31<sup>st</sup> March 2009.</p>	
<p><b><u>MINUTE NO.129.</u></b>  <b><u>APPLICATION FOR FINANCIAL ASSISTANCE</u></b>  <b><u>129.1. Golden Days Agewell Group</u></b>             Two representatives of the group attended and gave details of the need for financial assistance towards the purchase of painting and handicraft materials for the aged members of the group. Members noted the direct benefit gained by members of the group from attending these classes and it was agreed to support the request for assistance.</p>	

<p><b><u>RECOMMENDED UNANIMOUSLY:-</u></b>  <b>(Proposed by Cllr Ms V M Bowden</b>  <b>Seconded by Cllr Mr G Oxley)</b>  That a grant of £300 be made in response to the request.</p> <p>At this point Cllr Hooper gave extra information on the indication received that many members of local groups were not aware that the Parish Council gave grants to aid their activities. The Clerk reported that details of the availability of grants and the name and address of the Parish Council had recently been given to each property in the Parish with the council tax demand notes. Also the Parish Council website did contain details of the grant application procedures. The meeting noted that it seemed unfortunate that the impression had been given that the Parish Council did very little in High Green whereas in fact the Parish Council did respond to each and every application for financial assistance from any group which applied.</p> <p><b><u>129.2. Miners Welfare Management Group</u></b>  The persons attending for the previous application spoke in favour of the request for a grant towards window blinds for the ladies toilets and also for the office. Members noted the likely cost of supplying and fitting the blinds.</p> <p><b><u>RECOMMENDED UNANIMOUSLY</u></b>  <b>(Proposed by Cllr Mr A Hooper</b>  <b>Seconded by Cllr Mr N Garratt)</b>  That a grant of £150 be made towards the cost of the blinds.</p>	
<p><b>MINUTE NO.130.</b>  <b>REVIEW OF:</b>  <b><u>(1) PREMISES HIRE CHARGES AND TERMS OF HIRE</u></b></p> <p>Members noted the current rates of hire and the problems which had been experienced in recovering income due. The security problem associated with the community room was noted together with possible unauthorised use. The Clerk reported that a new lock had now been fitted and issue of the keys was strictly controlled.</p> <p>It was recommended that the rates of hire to be applied would be as follows:  £5 per session. A session could be morning, afternoon or evening but the rate of £20 per hour for weekends would remain. There would be no charge for use of the Parish Council chamber provided that a member of staff or a councillor was present at whatever event was being held.</p>	<p>Bookings register to show times of hire.</p>
<p><b><u>(2) RISK ASSESSMENT</u></b>  The Clerk reported on the current exercise which had just been carried out and members noted that the main risk was with the</p>	

<p>Parish Council funds on deposit. The meeting agreed to recommend that when the precept monies were received 50% would be placed with the Scottish Widows and 50% with the Co-op Bank.</p> <p><b><u>(3) ANNUAL INSURANCE</u></b> It was recommended that the Zurich Municipal remain as the Council's insurers and that the assets list be updated in order for the new value to be implemented on the anniversary of the council's insurance which is July 2009.</p> <p><b><u>(4) STANDING ORDERS</u></b> The Clerk reported that Standing Orders did not need to be amended.</p> <p><b><u>(5) FINANCIAL REGULATIONS</u></b> The Clerk reported on the amendment made about approx. a year ago with regard to the increase of the tendering limit from £500 to £1,000.</p> <p><b><u>(6) HEALTH AND SAFETY</u></b> The Clerk reported all staff had signed the working alone document which illustrated the steps to be taken in order to protect the staff when working alone on council premises.</p> <p><b><u>(7) PARISH COUNCIL DOCUMENT DISPOSAL</u></b> It was recommended that the current system apply namely plans be retained for two years and letters be retained for approximately the same time bearing in mind that copies were available in electronic form.</p>	<p>Insurance Company to be notified.</p>
<p><b><u>MINUTE NO.131.</u></b> <b><u>TO CONSIDER THE INTERNAL AUDIT REPORT</u></b> The Clerk's recommendations for action on the various points raised were approved by the committee and the Clerk was instructed to respond accordingly to the internal auditor.</p> <p>The Committee agreed that based on the Internal Audit Report and from the Committee's own examination of the Council's financial transactions that the effectiveness and adequacy of the internal audit had been properly evaluated and had been found to be satisfactory.</p>	<p>Letter sent with items requested.</p>
<p><b><u>MINUTE NO. 132.</u></b> <b><u>EXTERNAL AUDITOR – ANNUAL AUDIT NOTICE</u></b> The Clerk mentioned the dates of the audit and that the accounts for approval would be presented to the June council.</p>	



<p><b><u>MINUTE NO.133.</u></b>  <b><u>EXAMINATION OF FINANCIAL TRANSACTIONS</u></b>  The financial records were presented by the Clerk.</p>	
<p><b><u>MINUTE NO.134.</u></b>  <b><u>UNAUTHORISED USE OF COMMUNITY ROOM</u></b>  This item had already been dealt with.</p>	
<p><b><u>MINUTE NO.135.</u></b>  <b><u>AMENDED QUOTE FOR REPAIR OF DOORS AND WINDOWS AND ACTION TAKEN</u></b>  The Clerk reported on the reasons for the amended quotation and the need for urgent action which had been taken in conjunction with Cllr Garratt. Cllr Garratt had assisted the Clerk in securing the window in the council chamber in order that intruders may not gain access.</p>	
<p><b><u>MINUTE NO. 136.</u></b>  <b><u>CORRESPONDENCE (<i>Appendix A</i>)</u></b>  Items requiring a reply or response.</p> <p><b>Training courses for councillors</b>  It was agreed that members requiring to attend training courses would contact the Clerk at an early stage and indicate which course they would wish to attend. It was agreed that course fees and expenses would be paid.</p> <p>The Chairman Cllr S Bower thanked all members of the committee for their assistance and co-operation during his year of office and looked forward to supporting the new Chairman when appointed at the Annual Parish Council meeting, to be held on 14<sup>th</sup> May 2009.</p>	

FINANCE CORRESPONDENCE – 23 APRIL 2009							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.e
16-Mar-09	Golden Days Agewell/Miners Welfare	letter	Application for financial assistance			23-Apr-09	1
30-Mar-09	Greenhead Gardens Senior Citizens	e-mail	Application for financial assistance			23-Apr-09	2
02-Apr-09	BDO Stoy Hayward	letter	Annual Audit 2009	02-Apr-09		23-Apr-09	3
15-Apr-09	Grenoside Players	letter	Thanks for recent grant			23-Apr-09	4
16-Apr-09	Avis Thomas, Auditor	letter	Comments re recent audit			23-Apr-09	5
21-Apr-09	YLCA	e-mail	Councillors Skills Training at South Kirkby			23-Apr-09	6
21-Apr-09	Equality and Human Rights Commission	letter	Public Sector Duties			23-Apr-09	7
21-Apr-09	Irwin Mitchell	letter	Sale of land at Cupola Lane			23-Apr-09	8
22 April 09	Whitley Hall Cricket Club	application	Application for financial assistance			23-Apr-09	9
23 April 09	Training Courses	e-mail	Training courses for councillors			23 Apr 09	10