



# ECCLESFIELD PARISH COUNCIL

*Serving the Community since 1894*

## TO ALL MEMBERS OF THE ENVIRONMENTAL PLANNING COMMITTEE

9 January 2019

### Summons

Dear Sir / Madam,

You are respectfully summoned to attend the next meeting of the Environmental Planning Committee on **Thursday 16 January at 6.30pm** at the Council Offices, Mortomley Lane, High Green.

#### Recording meetings

You can take photographs, film and audio-record the proceedings at Council and Committee meetings whilst they are open to the public. The recording has to be conducted under the direction of the Chair of the meeting and follow the Parish Council's protocol on audio and visual recording and photography at council meetings.

Anyone wishing to record should let the Chair of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive.

#### Public Participation

To receive questions and petitions from members of the public under the direction of the chairman and in accordance with the Council's Standing Orders. (Members of the public should please note that the Council reserves the right to respond in writing if any matter requires further research or consideration and that reports should be submitted in writing beforehand so they can be dealt with under correspondence.)

Yours sincerely

Cllr T Bawden  
Proper Officer to the Council

Councillors: T. Bawden (ex officio), J. Brownrigg, A. Henstock, A. Hooper, G. Lakin,  
Mrs C. Levery and D. Ogle

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### AGENDA

55. To receive apologies for absence from members and to consider the reasons for absence.

Council Offices Mortomley Lane SHEFFIELD, S35 3HS

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🌐 www.ecclesfield-pc.gov.uk

56. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting.
57. To identify items for discussion which may require the exclusion of the press and public.
58. Minutes of the previous meeting held on the 19 December 2019 for information (pages 3-4 attached).
59. Planning Proposals - to consider applications received.

Planning Nos / respond by	Planning proposal address and proposal details
<b>1</b> <b>19/04381/FUL</b>	<b>Land 80metres north east of Hydra Business Park, Nether Lane, Sheffield, S35 9ZX</b> Formation of car park with electric vehicle charging points and associated landscaping
<b>2</b> <b>19/04462/FUL</b>	<b>329 Burncross Road, Sheffield, S35 1SB</b> Demolition of rear porch and outbuilding and erection of two-storey rear extension and alteration to side fenestration
<b>3</b> <b>19/04551/FUL</b>	<b>3 Blackthorn Close, Sheffield, S35 4FL</b> Alterations to garage to form shower room and cycle storage and erection of first floor side extension over existing single-storey side extension to dwellinghouse
<b>4</b> <b>19/04585/FUL</b>	<b>10 Worrall Road, Sheffield, S35 3LP</b> Demolition of side off-short and erection of single-storey side/rear extension and formation of front porch to dwellinghouse

60. Notes from Neighbourhood Plan Working Group meeting 19 December 2019 for discussion (pages 5-6 attached)
61. Licence Applications – none received.
62. Correspondence – to consider items requiring a reply or a response.
63. Closure of the meeting and date of next meetings.  
20<sup>th</sup> February at 6.30pm  
19<sup>th</sup> March at 6.30pm  
23<sup>rd</sup> April at 6.30pm

# ECCLESFIELD PARISH COUNCIL

## Minutes of the Environmental Planning Committee meeting of Ecclesfield Parish Council held on 19 December 2019

### **Present:**

A Henstock (Chair), T Bawden (ex officio), J Brownrigg, A Hooper, G Lakin, and Mrs C Levery.

### **Attendance:**

Miss Laura Tickle – Administration Officer (servicing the meeting) and members of the public present

47. **Apologies for absence**

None received.

48. **To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting.**

None received.

49. **To identify items for discussion which may require the exclusion of the press and public**

None received.

50. **Minutes of the previous meeting held on the 21 November 2019 for information**

Cllr J Brownrigg gave his apologies for the planning meeting on the 21 November 2019. The planning minutes of the 21 November will be amended.

**RESOLVED: The minutes of the 21 November 2019 to be noted subject to amendment**

51. **Planning Proposals – to consider applications received**

The Planning Committee considered 5 planning applications, of which they could see no grounds for any objections. Comments would be submitted to Sheffield City Council (SCC) planning department to this effect.

**RESOLVED: That Consultee comments be submitted to SCC planning department.**

52. **Licence Applications.**

None received.

53. **Correspondence – to consider items requiring a reply or a response.**

53.1 Email from SCC regarding the Sheffield Local Plan.

SCC are inviting local Parish Councils to submit sites they think are suitable for development over the next 20yrs. To make a site suggestion to SCC this is open from 16.12.19 to 31.1.20.

**RESOLVED: That correspondence was noted by the Committee**

**54. Closure of the meeting and date of next meeting.**

Meeting closed – 6.40pm

16<sup>th</sup> January 2019 at 6.30pm

20<sup>th</sup> February 2019 at 6.30pm

19<sup>th</sup> March 2019 at 6.30pm

## **ECCLESFIELD PARISH COUNCIL**

Notes of the Neighbourhood Plan Working Group held on Thursday 19 December 2019

### **Present:**

T Bawden, A Henstock, A Hooper, J Housley (Chair), G Lakin and C Levery

### **Attendance:**

Miss Laura Tickle – Administration Officer (servicing the meeting) and members of the public present

- 1. To confirm the chair of the working group**  
Cllr Housley was appointed Chair and Cllr Lakin was appointed Vice Chair by the working group.
- 2. To consider the Terms of Reference for the working group**  
The Neighbourhood Plan working group (NHPWG) Terms of Reference were read through by the Committee and all agreed they were to be adopted.
- 3. To consider applying for the locality grant to allow the admin and consultation process to commence**  
NHPWG all agreed to instruct the Advisor to council to apply for the locality grant of £20k.

### **Recommendation to Council: That**

**i) the NHPWG start the process of applying for the locality grant and;  
ii) Andrew Towlerton is contacted to be appointed the Consultant for Ecclesfield Parish Council Neighbourhood plan and invite him to the NHPWG meeting on Thursday 16 January 2020.**

- 5. To consider areas to be included in the Neighbourhood Plan**  
The NHPWG would like to arrange a meeting with Andrew, once he is appointed as consultant regarding the process of involving the Community.

The NHPWG have several ideas regarding the Community's involvement. NHPWG ideas below;

- Survey to be developed by the NHPWG.
- Jute bags – with Parish Council logo, to be handed out with the survey. Costing for 5,000 initially for bags – look into the company's in the parish who we may approach for the bags.

Cllr Bawden, Cllr Henstock, Cllr Hooper, Cllr Housley, Cllr Lakin, Cllr Levery,

- Once Survey and bags are ready – each ward would hold a meeting to get the neighbourhood plan out to the community.
- Survey could also be put on survey monkey with a link on the parish council website for the community.

6. **Consider inviting other organisations**

In principle, organisations would be invited, as and when required.

Meeting closed at 7.49pm