

To all Members of the Parish Council

SUMMONS

24 September 2009

Dear Sir/Madam,

You are hereby requested to attend the Parish Council Meeting to be held at the Council Offices, Mortomley Lane, High Green at 7.30 pm on Thursday 1 October 2009.

Public Participation

Prior to the start of the meeting a 10 minute period will be set aside to receive questions, reports, petitions etc. from members of the public.

Prior to the start of the meeting

- (1) **The Chairman will present Mr Steve Peat with a Chairman's Award in recognition of his success in the International Off Road Cycling Championships**
- (2) **Mr Tim Shortland the Community Forestry Manager from Sheffield City Council's Parks and Countryside Community Forestry Project will be attending at 7.30 pm to introduce community forestry and to listen to any ideas Councillors may have.**

AGENDA

1. To receive apologies for absence from members and to consider the reasons for absence.
2. 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 this meeting
3. To identify any items for discussion which may require the exclusion of the press and public
4. To approve the Minutes of the Parish Council meeting held 3 September 2009 (Pgs: 1-7 & Appendix A)
5. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 3 September 2009 (Pgs 11-12 & Appends A & B)
6. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 15 September 2009 (Pgs: 15-16 & Appends A & B)
7. To approve the Minutes of the Finance & Premises Committee meeting held 17 September 2009 (Pgs: 19-21 & Appendix A) and to approve the recommendations contained therein

8. To approve a verbal report from the Environmental Planning & Employment Committee meeting held 1 October 2009.
9. **NORTHERN COMMUNITY ASSEMBLY**
 - a) To receive a report from the previous meeting
 - b) To identify items for referral
10. **CORRESPONDENCE** – Items requiring a decision or response
11. **ACCOUNTS** – To approve the accounts presented for payment
12. **LOCAL EVENTS**

Yours faithfully,

Philip Allass

Philip Allass
Clerk to the Council

**MINUTES OF THE PARISH COUNCIL MEETING
HELD 3RD SEPTEMBER 2009**

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

Apologies for absence were received from Cllrs Mr G Oxley & Mr J Jones and the reasons for absence were approved by the council

Prior to the commencement of official council business the Chairman reported on the following items.

1. The Lord Mayor is to do a sponsored walk in aid of the Bluebell Wood Hospice and the Chairman circulated the information relating to this event if members wished to contribute towards the funds raised or participate in the 5k walk on 11th October 2009.
2. The Chairman asked if any members would be available to help man the Parish Council gazebo for the Ecclesfield Gala to be held on 6th September 2009.
3. The office is to run a Macmillan Coffee Morning on 18th September 2009 to be held in the Community Room from 10 am to 1 pm and all are welcome.

MINUTE	ACTION
<p><u>MINUTE NO.56.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO.57.</u> <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> There were none received.</p>	
<p><u>MINUTE NO.58.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.59.</u> <u>TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 2nd JULY 2009</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D. Fearnley Seconded by Cllr Mr G Weatherall) That the minutes be approved as a correct record.</p>	

<p><u>MINUTE NO.60.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 2ND JULY 2009</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D. Fearnley Seconded by Cllr Mr C. Taylor) That the minutes be approved as a correct record.</p>	
<p><u>MINUTE NO.61.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 14TH JULY 2009</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr B. Curran Seconded by Cllr Mrs K. Granger) That the minutes be approved as a correct record. Cllr Dr Bowden reported on these minutes in detail. In view of the usefulness of these seats to the public, it was agreed to request the Yorkshire Bank in Chapelton to have the two seats removed from their land and replaced with suitable seats</p>	Clerk to write to bank
<p><u>MINUTE NO.62.</u> <u>TO APPROVE THE MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING HELD 16TH JULY 2009 AND TO APPROVE THE RECOMMENDATIONS CONTAINED THEREIN</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr N. Garratt Seconded by Cllr Mrs D. Fearnley) That the minutes be approved as a correct record.</p>	
<p><u>MINUTE NO.63.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 18TH AUGUST 2009</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Dr J.C. Bowden Seconded by Cllr Mrs K Granger) It was agreed that letters be sent regarding the problems with traffic lights at the junction of Nether Lane/Cowley Lane and the problems with the pruned trees at Cowley Lane.</p>	Clerk to write to City Council on both matters
<p><u>MINUTE NO.64.</u> <u>TO RECEIVE A VERBAL REPORT FROM THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD ON THE 3RD SEPTEMBER 2009</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Dr J.C. Bowden Seconded by Cllr Mr H House) That the report be received.</p>	

<p><u>Closure of part of Bridge Inn Road, Chapelton</u></p> <p>Cllrs Hooper and Weatherall both declared an interest in this matter and withdrew from the room at this point.</p> <p>Members discussed this proposed closure at length including the problems which possibly would be experienced by pedestrians in not having an adequate width of pavement at this location. Members noted that this was a retrospective planning approval and it was agreed to respond to the City Council's letter by stating that permission would not be given by the Parish Council for the closure of this footpath but that negotiations should take place with the occupier in order that the City Council could receive a fair price for the land which had been illegally occupied. If an agreement failed to materialise between the City Council and the occupier then the Parish Council would not be prepared to accept the closure and would then request the City Council to take appropriate action. Members noted that the Parish Council did not wish to set a precedent in this matter and that it hoped that a suitable solution could be made.</p> <p>The City Council will also be requested to note that due to this illegal development there could be inadequate vehicle access for the maintenance of the pond.</p>	<p>Clerk to write to SCC with decision of Parish Council</p>
<p><u>MINUTE NO.65.</u> <u>NORTHERN COMMUNITY ASSEMBLY</u> a) <u>To receive a report from the previous meeting</u> Members noted that since the last council meeting, no Northern Community Assembly meetings had been held.</p> <p>b) <u>To identify items for referral</u> There were no items identified.</p>	
<p><u>MINUTE NO.66.</u> <u>CORRESPONDENCE (Appendix A)</u> Items requiring a reply or response</p> <p><u>Item 3. Irwin Mitchell – response re Cupola Lane freeholds</u> The Clerk reported on the action taken in respect of the letters from the Council's Solicitor. It was agreed that a meeting of the Grenoside Exhibition Account trustees be held at the appropriate time when 3 quotations had been received for insurance indemnifying the purchasers against any future claims due to the fact that the purchasers would not be given absolute title to the land question.</p> <p><u>Item 12. Buckingham Palace Garden Parties</u> The Clerk reported on the position regarding this and it was agreed to let Cllr Oxley have copies of the correspondence.</p>	<p>Council's Solicitor informed.</p> <p>Copies of correspondence to be sent to Cllr Oxley</p>

<p><u>Item 18. BDO Stoy Hayward – slight amendment to end of year statement</u> It was agreed that the amendments to the end of year statements be made, initialled by the Clerk and returned to the auditors.</p> <p><u>Item 23 – PACT meetings</u> Members noted that the PACT meetings had been scheduled to be held on council meeting nights. Cllr Mr A Hooper requested that details be obtained for the PACT meetings in the High Green/Chapelstown area.</p> <p><u>Item 43. Avis Thomas – Internal audit report for year ending 31.3.09</u> <u>RESOLVED</u> (Proposed by Mr C Taylor Seconded by Cllr Mr N Garratt) That the internal audit report be received and that the minutes of the council meeting in December 2008 relating to the payment to BDO Stoy Hayward LLP listed as £673.63 be amended to £675.63. Members noted the internal audit aid memoire and they were satisfied that all relevant points had been covered during the internal audit and it was agreed that the annual review of the accounts and Parish Council activities had been conducted in depth by the internal audit and the council was satisfied with the effectiveness of that audit.</p> <p><u>Item 45. Zurich Insurance employers insurance cover</u> It was agreed that this item be referred to the next Finance committee meeting as part of the High Green Community Worker item.</p> <p><u>Item 46. Cllr Hooper – Cleaning of Grenoside Cenotaph</u> It was agreed to refer this item to the Finance committee.</p> <p><u>Valuation Office</u> It was noted that the Valuation Officer agreed that the valuations of the freeholds in Cupola Lane remain the same and that there would be no point in advertising them at this point in time. It was agreed that this information be referred to the next meeting of the trustees of the Grenoside Exhibition Account.</p>	<p>Amendments to be returned to Auditors</p> <p>Clerk to obtain details of PACT meetings for High Green and Chapelstown areas</p> <p>Item to be put on the Finance Agenda for 17 September.</p> <p>Item to be put on the Finance Agenda for 17 September</p> <p>Item to be referred to next meeting of Trustees of Grenoside Exhibition Account and Council's Solicitor informed.</p>
<p><u>MINUTE NO.67.</u> <u>ACCOUNTS</u> <u>RESOLVED</u> (Proposed by Cllr Mr H House Seconded by Cllr Mr N Garratt) That the following accounts be approved for payment:</p>	

Received From	Payment Details	Amount	Payment made under
Yorkshire Water	Office account	£43.66	LG Act 1972 S111
SCC, Corp Fin	Rates instalment	£574.00	LG Act 1972 S111
RSJ Aldrich	Office flooring	£416.54	LG Act 1972 S111
Dabar Fire Prevention	Annual servicing of appliances	£59.43	LG Act 1972 S111
Stuart Charlesworth	Boiler servicings & repairs	£284.68	LG Act 1972 S111
Lexis Nexis	Carriage fee unpaid	£5.45	LG Act 1972 S111
H L Browns	Chairman's chain	£286.36	LG Act 1972 S111
Local Council Review	Annual subscription	£13.50	LG Act 1972 S111
Roy Smith Garden Servs	Monthly maintenance June 09	£94.00	LG Act 1972 S111
UCIT Merlin Networks Ltd	Website updating	£840.00	LG Act 1972 S111
Caboodle Office Supplies	Ink cartridges	£86.09	LG Act 1972 S111
Anchor Auto Finishers	Railing repairs, Memorial Garden	£400.00	LG Act 1972 S111
AOL August	Internet fee direct debit	£20.48	LG Act 1972 S111
Absolute Coffee Services	Milk and cream	£52.60	LG Act 1972 S111
Grenoside Tree Services	Cutting tree at Council offices (cancelled)	£100.00	LG Act 1972 S111
RU Safe	PAT testing	£149.50	LG Act 1972 S111
British Gas	Gas supply	£30.71	LG Act 1972 S111
Roy Smith Garden Services	Grass cutting 10/7/09 and 22/7/09	£94.00	LG Act 1972 S111
British Telecom	Telephone supply x 3	£217.41	LG Act 1972 S111
Grenoside Tree Services	Cutting tree at Council offices	£100.00	LG Act 1972 S111
Cllr H House	Gala Tent	£119.58	LG Act 1972 S111
AOL	Monthly internet fee (direct debit)	£20.48	LG Act 1972 S111
Avis Thomas, Auditor	Audit fee to 31 Mar 09	£235.00	LG Act 1972 S111
SCC, Corp. Finance	Rates, Cncl office & C. Room Sep. 09	£574.00	LG Act 1972 S111
British Gas	Gas account, C. Room	£8.10	LG Act 1972 S111
Roy Smith Garden Services	Grass cutting August 09	£94.00	LG Act 1972 S111
Absolute Coffee	Coffee & milk supplies	£52.60	LG Act 1972 S111
BOS Office Supplies	Stationery invoice	£132.49	LG Act 1972 S111
Ricoh UK Ltd	Copier charges	£36.83	LG Act 1972 S111
Npower	Elect. accounts Cncl office & C.Room	£452.86	LG Act 1972 S111
Chap & Dist Am. Op. Society	Grant	£750.00	LG Act 1972 S137

MINUTE NO.68.**LOCAL EVENTS**

Councillors reported on the following events that they had attended or which were due to happen in the forthcoming weeks:-

- § 9 July – Boccia tournament in High Green
- § 11 July – High Green Fun Day
- § 15 July – Burncross in Bloom summer judging and High Green Partners meeting
- § 18 July – Activity Sheffield – Summer fun day at Asda
- § 21 July – Ecclesfield in Bloom
- § 22 July – Sheffield Homes and North Area Board to explain the work of the Council
- § 25 July – Burncross Action Team Summer BBQ

<p>§ 31 July – Big Lottery People and Angela Smith tour of Charlton Brook open space and Asda Yorkshire Day</p> <p>§ 4 August – Ecclesfield and Grenoside Safety Group</p> <p>§ 9 August – Foxfield Spring Wood woodlands event</p> <p>§ 10 August – St John’s Church re Council bench</p> <p>§ 13 August – Devil’s Bridge briefing and NAG Oxspring Bank</p> <p>§ 17 August – BAT meeting</p> <p>§ 18 August – EPIP meeting</p> <p>§ 22 August – Charlton Brook BMX Track Launch Day</p> <p>§ 24 August – Revitalising Ecclesfield Park meeting</p> <p>§ 27 August – Meeting with Friends of Charlton Brook and Environmental Agency and contractors to progress silt removal from dam</p> <p>§ 28 August – Memorial gardens to discuss plans for Remembrance Day and take photos for website</p> <p>§ 1 September – Lord Mayor’s reception for Sheffield Eagles 25th anniversary.</p> <p>§ 1 September - Celebration of Sheffield girl Jessica Ennis’ gold medal win.</p> <p>§ Low level crime including illegally used motorcycles both on and off the road.</p> <p>It was agreed to request the Police to take a zero tolerance approach to low level crime and in particular to take appropriate action on illegal motorcycling which is a particular problem in the Parish.</p> <p><u>High Green Community Worker</u> – it was agreed that this item be considered at the next meeting of the Finance committee. The Clerk reported that he had emailed each member of the Parish Council with an interim assessment of the situation in order to speed up the matter.</p>	<p>Letter to be sent to the Police.</p> <p>Item to be put on the Finance Agenda for 17 September</p>
<p><u>MINUTE NO.69.</u> <u>TO APPOINT COUNCILLORS TO THE TRIAL PARISH AND CITY COUNCILLORS PANEL OF THE NORTHERN COMMUNITY ASSEMBLY</u> <u>RESOLVED</u> (Proposed by Cllr Mr C Taylor Seconded by Cllr Mr S Bower) That Cllrs Mrs Fearnley, Mr Garratt and Mr House be appointed to the panel by the Parish Council.</p>	
<p><u>MINUTE NO.70.</u> <u>APPROVAL OF FORTHCOMING DATES OF MEETINGS</u> Members approved the dates submitted.</p>	
<p><u>MINUTE NO.71.</u> <u>LOCAL GOVERNMENT CONFERENCE, SCARBOROUGH</u> <u>30TH OCTOBER – 1ST NOVEMBER 2009</u> It was agreed that a maximum of 4 persons be allowed to attend</p>	

<p>this conference both staff and councillors. The Clerk requested that any requests be made to himself by the 10th September 2009.</p>	
<p><u>MINUTE NO.72.</u> <u>CHAIRMAN'S REPORT ON THE DEVIL'S BRIDGE POND MEETING</u> Cllr House reported on this meeting and members noted the likely time scale of completion of the works.</p> <p>At this point Cllr Garratt reported on the illegal dumping of grass cuttings etc. near the watercourse on Pack Horse Lane and it was agreed to write to PACES in order for them to request their operatives to cease this activity which could result in the blocking of the watercourse with the possibility of flooding.</p>	<p>Letter to be sent to PACES</p>

DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Fin	Action needed	No.
07-Jul-09	Grenoside Gala 2010	email (2)	Thoughts for suitable opener	03-Sep-09			1
21-Jul-09	Resident	e-mail	Cupola Lane freeholds	03-Sep-09			2
21-Jul-09	Irwin Mitchell	e-mail	Response re Cupola Lane freeholds	03-Sep-09			3
24-Jul-09	Information Commissioner's Office	letter	Reply re Data Protection Act	03-Sep-09			4
27-Jul-09	Angela Smith MP	letter	New Constituency address	03-Sep-09			5
27-Jul-09	M & G Investments	letter	Grenoside Exhibition Foundation	03-Sep-09			6
28-Jul-09	Lord Mayor's office	e-mail	Macmillan Coffee morning	03-Sep-09			7
29-Jul-09	Irwin Mitchell	email	Info re sale of g.rents, Cupola Lane, Gren	03-Sep-09			8
30-Jul-09	Teresa Bond	e-mail	Sheffield's Great Outdoors Consultation	03-Sep-09			9
30-Jul-09	Irwin Mitchell	letter	Land Registry details, land Cupola Lane	03-Sep-09			10
04-Aug-09	Black Rock	letter	Grenoside Exhibition Foundation Special Range	03-Sep-09	17-Sep-09		11
05-Aug-09	Buckingham Palace	letter	Reply re invitations to Garden Parties	03-Sep-09			12
*06-Aug-09	Cllr Hooper	e-mail	Lord Mayor's Walking Team 11 October 2009	03-Sep-09		****	13
07-Aug-09	SYPA	e-mail	AGM 29 October 2009	03-Sep-09			14
07-Aug-09	YLCA	e-mail	Pay Claim 2009/10	03-Sep-09			15
07-Aug-09	YLCA	e-mail	Consultation Strengthening Local Democracy	03-Sep-09			16
10-Aug-09	SYPA	e-mail	Funding issues	03-Sep-09			17
14-Aug-09	BDO Stoy Hayward	letter	Audit for year ended 31 March 09	03-Sep-09			18
19-Aug-09	S Yorks Transport Plan Partnership	email	Transport plan questionnaire	03-Sep-09		****	19
20-Aug-09	Resident of Wheel Lane	e-mail	Shooting on Townend Farm Land	03-Sep-09			20
20-Aug-09	Richard Gill	e-mail	Tree safety work Ecclesfield Park	03-Sep-09			21
21-Aug-09	SCC	e-mail	Roadworks Report 715	03-Sep-09			22

DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Fin	Action needed	No.
21-Aug-09	Cllr House	e-mail	PACT meetings	03-Sep-09			23
21-Aug-09	Lord Mayor's office	e-mail	Civic engagements 23.8.09	03-Sep-09			24
21-Aug-09	Cllr Hooper	e-mail	Shooting on Townend Farm Land	03-Sep-09			25
21-Aug-09	Safe at Last	letter	Request for donation	03-Sep-09			26
21-Aug-09	Irwin Mitchell	letter	Sale of freeholds Cupola Lane	03-Sep-09			27
21-Aug-09	Resident	e-mail	Shooting on Townend Farm land	03-Sep-09			28
24-Aug-09	Richard Hammond	e-mail	PACT meetings	03-Sep-09			29
24-Aug-09	NALC	e-mail	DIS Extra 716	03-Sep-09			30
25-Aug-09	Friends of Chapeltown & H/Green Park	e-mail	Music in Chapeltown Park 6 September 09	03-Sep-09			31
26-Aug-09	SCC	e-mail	Sheffield Environment weeks	03-Sep-09			32
26-Aug-09	Campaign to protect Rural England	e-mail	Fieldwork magazine September 2009	03-Sep-09			33
27-Aug-09	St Mark's Church	booklet	Grenoside News	03-Sep-09			34
27-Aug-09	SCC	e-mail	Roadworks report 716	03-Sep-09			35
28-Aug-09	Steve Shaw	e-mail	Sustainable Communities Act	03-Sep-09			36
28-Aug-09	Cllr House	e-mail	EPIP events	03-Sep-09			37
28-Aug-09	Lord Mayor's office	e-mail	Lord Mayor's engagements w/com 30.8.09	03-Sep-09			38
28-Aug-09	SCC Streetforce	e-mail	Manhole - Cart Road	03-Sep-09			39
28-Aug-09	Northern Community Assembly	e-mail	First Joint Parish meeting/community assembly	03-Sep-09			40
02-Sep-09	SYFA	email	Members Briefing Sep 09	03-Sep-09			41
02-Sep-09	YLCA	letter	Reply re royal garden parties	03-Sep-09			42
03-Sep-09	Avis Thomas – Internal Auditor	Letter	Internal Audit report for year ended 31March 09	03-Sep-09			43
03-Sep-09	SLCC	e-mail	South Yorkshire Branch training day	03-Sep-09			44
03-Sep-09	Zurich Insurance	e-mail	Employers Insurance Cover	03-Sep-09			45

DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Fin	Action needed	No.
03-Sep-09	Cllr Hooper	e-mail	Cleaning and repainting of Grenoside Cenotaph	03-Sep-09		****	46
03-Sep-09	Resident	e-mail	113 Stanley Road	03-Sep-09		****	47

Items which require action highlighted with asterisk.

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT
COMMITTEE MEETING HELD 3RD SEPTEMBER 2009**

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

Apologies were received from Cllrs Mr C Taylor & Mr J Jones and the reasons for absence were approved by the committee

MINUTE	ACTION
<p><u>MINUTE NO.47.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO.48.</u> <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> There were none received.</p>	
<p><u>MINUTE NO.49.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.50.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u></p> <p><u>09/02516/FUL – 18 Thornbrook Close, Sheffield S35 2BB</u> Three objections had been received to the above planning application. Whilst the residents' had no objection to the property development, all three were concerned that the existing turning area and shared visitors parking were proposed to be used as a second driveway to 18 Thornbrook Close. They were also concerned regarding access for emergency vehicles.</p> <p>The Committee felt that the use of the shared driveway was unacceptable and the Committee would therefore like to support the residents' comments and asked that a letter be sent to the Head of Planning asking that this be taken into consideration when making a decision.</p>	<p>Letter to be sent to the Head of Planning at Sheffield City Council regarding use of a shared driveway.</p>
<p><u>MINUTE NO.51.</u> <u>LICENCE APPLICATIONS</u> There were none received.</p>	

<p><u>MINUTE NO.52.</u> <u>CORRESPONDENCE (Appendix B)</u> Items requiring a reply or response. <u>Item 2 – Appeal decision Costcutter Bevan Way</u> Following the appeal hearing on the above, planning permission has been granted for the redevelopment of the site by partial demolition of the existing retail building and construction of a new ground floor retail unit, with first floor residential accommodation. Appeal costs were also granted to the developer Rimex Investments Ltd from Sheffield City Council.</p> <p>Cllrs Mrs D Fearnley requested that confirmation be sought that the Post Office services would be retained at this location.</p> <p><u>Item 7 – Reply re closure of part of Bridge Inn Road</u> The Committee acknowledged the correspondence and felt that full Council should consider the matter. This was therefore passed on to full Council for a decision to be made.</p>	<p>Letter to be sent to Sheffield City Council requesting this information.</p> <p>Item is referred to full Council for a decision by the Council.</p>
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PLANNING LIST – 3 SEPTEMBER 2009						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
09/02293 01-Sep-09	FUL	L HIRST Rec. 14.8.09	5 WHITE LANE, CHAPELTOWN, SHEFFIELD S35 2YG DEMOLITION OF A DWELLINGHOUSE AND ERECTION OF A DWELLINGHOUSE AND GARAGE	N/CONSULTED	NO OBJECTIONS	03-Sep-09
09/02516 08-Sep-09	FUL	B TURNER Rec. 21.8.09	18 THORNBROOK CLOSE, SHEFFIELD S35 2BB TWO-STOREY SIDE/REAR EXTENSION, FIRST FLOOR SIDE EXTENSION, ALTERATIONS TO GARAGE TO FORM HABITABLE ROOM AND ERECTION OF A GARAGE AND DRIVEWAY	N/CONSULTED 3 OBJECTIONS RECEIVED	SUPPORT RESIDENTS OBJECTIONS RE SHARED DRIVEWAY	03-Sep-09
09/02612 08-Sep	FUL	S HALLAM Rec. 21.8.09	5 BROOK LANE, GRENSIDE, SHEFFIELD S35 8NF SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	03-Sep-09
09/02651 11-Sep-09	FUL	A OWEN Rec. 26.8.09	94 WORTLEY ROAD, HIGH GREEN, SHEFFIELD S35 4LU ERECTION OF DWELLINGHOUSE (AMENDED SCHEME TO 08/02236/FUL TO ALTER ROOF AND INCLUDE A REAR DORMER WINDOW	N/CONSULTED	NO OBJECTIONS	03-Sep-09

PLANNING CORRESPONDENCE – 3 SEPTEMBER 2009							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
19-Aug-09	Cllr Bagshaw	letter	Update on Devils Bridge Pond works		03-Sep-09		1
21-Aug-09	Planning Inspectorate	letter	Appeal Decision Costcutter Bevan Way		03-Sep-09		2
21-Aug-09	Resident	e-mail	Thanks for support to obj 2 Charlton Clough		03-Sep-09		3
24-Aug-09	Resident	e-mail	Obj 09/02516/FUL 18 Thornbrook Close		03-Sep-09		4
28-Aug-09	Resident	letter	Obj to 09/02516/FUL 18 Thornbrook Close		03-Sep-09		5
02-Sep-09	Resident (17)	letter	Obj 09/02516/FUL at 18 Thornbrook Gdns		03-Sep-09		6
02-Sep-09	SCC, Dev Servs	letter	Reply re closure of part Bridge Inn Road		03-Sep-09		7

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT
COMMITTEE MEETING HELD 15TH SEPTEMBER 2009**

Present: Chairman: Dr J C Bowden
Councillors: Mrs D Fearnley, Mrs J H Wright, Ms V M Bowden as
 substitute for Mr C Taylor

Apologies were received from Cllrs Mr H House, Mr C Taylor, Mr B Curran,
 Mr J Jones and Mrs K Granger and the reasons for absence were
 approved by the committee

MINUTE	ACTION
<p><u>MINUTE NO.53.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO.54.</u> <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> There were none received.</p>	
<p><u>MINUTE NO.55.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.56.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u></p> <p><u>09/02658/FUL – 142 Ecclesfield Road, Chapeltown, Sheffield</u> Although no objections had been received in writing by the Parish Council Planning Committee to the above application, a resident of a neighbouring property attended the meeting to put forward his concerns regarding the development. He wishes to object on the following grounds:-</p> <ul style="list-style-type: none"> § Loss of privacy – the development would closely overlook both his kitchen and bathroom windows. § Loss of light – as the development is quite close to his property he is concerned about the loss of light, which is already restricted by surrounding properties. § Overbearing development – The property has already been extended and he felt that it was overbearing in relation to surrounding properties. <p>The Planning Committee agreed to support the above</p>	<p>Letter to Head of Planning at</p>

<p>objections and is to request that a site visit be made to assess the impact on surrounding properties. He was also advised to put forward his concerns in writing to the City Council.</p> <p><u>09/02622 – 42 Mapplebeck Road, High Green, Sheffield</u> Although no objections had been received in writing by the Planning Committee there had been an objection received by the City Council from a resident of a neighbouring property. The Planning Committee is to request that the City Council make a site visit to assess the impact on the neighbouring property with regard to loss of privacy and light.</p> <p><u>09/02615 – Land at the junction of Butterthwaite Lane and Green Lane, Sheffield</u> Although no objections had been received in writing by the Planning Committee, there had been an objection received by the City Council from a resident of a neighbouring property. The Planning Committee is to request that the City Council make a site visit to assess the parking facilities and signage for the roadside café as this was a matter of concern to the resident.</p>	<p>Sheffield City Council requesting that a site visit be made.</p> <p>Letter to the Head of Planning at Sheffield City Council requesting that a site visit be made</p> <p>Letter to the Head of Planning at Sheffield City Council requesting a site visit.</p>
<p><u>MINUTE NO.57.</u> <u>LICENCE APPLICATIONS</u> There were none received.</p>	
<p><u>MINUTE NO.58.</u> <u>CORRESPONDENCE (Appendix B)</u> Items requiring a reply or response.</p> <p><u>Re – 18 Thornbrook Close</u> Members noted the correspondence received in this matter. <u>RESOLVED UNANIMOUSLY:-</u> Proposed by Cllr Dr J C Bowden Seconded by Cllr Mrs D Fearnley That it was agreed to send the correspondence to the Council's legal advisers for comments. The applicant is to be informed of the Council's action in this matter.</p> <p><u>Re – Lights on Cowley Lane</u> A response had been received from the City Council to say that they were carrying out a site investigation and would rectify any faults found. They also gave details of the Council's 24 hour 7 day a week fault reporting telephone number and the Committee asked that this be placed on the Parish Council website for information.</p>	

PLANNING LIST – 15 SEPTEMBER 2009						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
09/02680 16-Sep-09	FUL	S HALLAM Rec. 28.8.09	40 WOODBURN DRIVE, SHEFFIELD S35 1YS SINGLE STOREY SIDE EXTENSION TO FORM GARAGE AND ERECTION OF PORCH AND CANOPY TO FRONT OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15-Sep-09
09/02622 16-Sep-09	FUL	M JACKSON Rec. 28.8.09	42 MAPPLEBECK ROAD HIGH GREEN SHEFFIELD S35 3HP TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	REQUEST THAT SITE VISIT BE MADE RE LOSS OF PRIVACY	15-Sep-09
09/02615 16-Sep-09	FUL	S HALLAM Rec 2.9.09	LAND AT JUNCTION BUTTERTHWAIT LANE & GREEN LANE, ECCLESFIELD USE OF MOBILE STORAGE UNIT AS CAFÉ WITH RAMPED ACCESS	N/CONSULTED	REQUEST THAT SITE VISIT BE MADE RE PARKING AND SIGNAGE	15-Sep-09
09/02698 17-Sep-09	FUL	M JACKSON Rec 2.9.09	5 ECCLESFIELD MEWS, THE COMMON, ECCLESFIELD ERECTION OF REAR CONSERVATORY	N/CONSULTED	NO OBJECTION	15-Sep-09
09/02658 25-Sep-09	FUL	S HALLAM Rec. 8.9.09	142 ECCLESFIELD ROAD, CHAPELTOWN S35 1TE SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	SUPPORT RESIDENT'S OBJECTION RE LOSS OF PRIVACY AND LIGHT OVERBEARING DEV	15-Sep-09
09/02723 25-Sep-09	FUL	C HARRISON Rec. 8.9.09	VISCOUNT CATERING LIMITED, PROVINCIAL PARK NETHER LANE, SHEFFIELD S35 9ZX ENCLOSURE OF EXISTING COVERED STORAGE AREA	NEIGHBOURS NOT CONSULTED	NO OBJECTION	15-Sep-09

PLANNING CORRESPONDENCE – 15 SEPTEMBER 2009							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
07-Sep-09	Resident**	letter	Obj 09/02516 18 Thornbrook Close		15-Sep-09		1
08-Sep-09	SCC - Legal Services	letter	Planning appeal 34 Sundew Gardens		15-Sep-09		2
08-Sep-09	SCC Environmental Services	e-mail	Dog bins at Ecclesfield Park		15-Sep-09		3
10-Sep-09	SCC	e-mail	Roadworks report 718		15-Sep-09		4
14-Sep-09	Resident**	e-mail	Second response re 18 Thornbrook Close		15-Sep-09		5
14-Sep-09	SCC	e-mail	Response re lights on Cowley Lane/Nether Lane		15-Sep-09		6

Items marked with ** require a response

**MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING
HELD 17th SEPTEMBER 2009**

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

Apologies were received from Cllr Mr H House and the reason for absence was approved by the committee

MINUTE	ACTION
<p><u>MINUTE NO.33.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FORMS FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO.34.</u> <u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS ON ITEMS TO BE DISCUSSED AT THIS MEETING</u> There were none received.</p>	
<p><u>MINUTE NO.35.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.36.</u> <u>FINANCIAL REPORTS</u> The Clerk's reports were received by the Committee.</p>	
<p><u>MINUTE NO.37.</u> <u>APPLICATION FOR FINANCIAL ASSISTANCE</u> <u>37.1. Greenhead Gardens Senior Citizens Club</u> Two members of the club attended the meeting and gave details of the work of the club and the need for financial assistance towards their activities. The meeting noted that this was a club for elderly persons and various outings were organised including bus trips to various locations. Members noted the fundraising efforts of the club.</p> <p><u>RECOMMENDED UNANIMOUSLY</u> (Proposed by Cllr Mr S Bower Seconded by Cllr Mr G Weatherall)</p> <p>That a grant of £700 be given in response to their request.</p>	

<p><u>MINUTE NO.38.</u> <u>EXAMINATION OF FINANCIAL TRANSACTIONS</u> The Clerk presented the transactions for examination.</p>	
<p><u>MINUTE NO.39.</u> <u>TO CONSIDER THE PROVISION OF CHRISTMAS TREE GRANTS IN THE PARISH</u> Cllr Mrs D Fearnley declared a non prejudicial interest in this matter.</p> <p>The Clerk reported on last year's expenditure in connection with Christmas trees.</p> <p><u>RESOLVED</u> (Proposed by Cllr Mr S Bower Seconded by Cllr Mr G Weatherall) That the same grants as last year be given with the addition of Burncross being given a grant upon request.</p> <p>It was agreed that a letter be sent to all groups regarding the Parish Council's decision to provide Christmas tree grants again this year.</p>	<p>Letters to go after Council</p>
<p><u>MINUTE NO.40.</u> <u>TO CONSIDER THE PROVISION OF CHRISTMAS GRANTS TO SCHOOLS IN THE PARISH</u> The Clerk presented a list of various grants given over previous years.</p> <p><u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr S Bower Seconded by Cllr Mr J Jones) That the grant this year should be based on pupil numbers as at September 2009 and be equivalent to £1.60 per pupil at a total of £4,216.00 It was agreed to write to the school that did not respond to the Council's request for feed back last year in order to establish whether or not they did in fact require a grant this year.</p>	
<p><u>MINUTE NO.41.</u> <u>TO CONSIDER THE REQUEST RECEIVED FOR CLEANING OF THE GRENSIDE CENOTAPH</u> Cllr Hooper gave details of the voluntary maintenance of this war memorial. The Clerk gave details of the Parish Councils maintaining war memorials in the country and the law relating to this.</p> <p><u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr A Hooper seconded by Cllr Mr S Bower) That the quotation for the cleaning and painting of the railings in the sum of £445 be accepted.</p>	<p>Quotation to be accepted, work to be delayed pending agreement on colours of railings</p>

<p>It was also agreed that Cllr Garratt contact the Royal British Legion in Chapeltown regarding the colour of the railings.</p>	<p>Clerk to write to Royal British Legion in London regarding suitable colours requesting a prompt response</p>
<p><u>MINUTE NO.42.</u> <u>HIGH GREEN COMMUNITY WORKER</u> Members discussed this item and it was noted that a meeting would be attended by Cllrs Bower, Garratt and Fearnley with City Council officers with regard to the response to the Clerk's earlier letter to them regarding the safeguards that the Parish Council need to have in force if the Council was to become the lead employer in this matter. Cllr Bower asked the committee to note the risks associated with being the employer of a person of working with disadvantaged people.</p>	
<p><u>MINUTE NO.43.</u> <u>GRENSIDE EXHIBITION ACCOUNT CHARITY</u> The Clerk reported that no further information had been received from the solicitors on this item.</p>	
<p><u>MINUTE NO.44.</u> <u>TO CONSIDER THE QUOTATION FROM ROY SMITH GARDEN SERVICES FOR WORK ON THE SIDE GARDEN AT THE COUNCIL OFFICES</u> It was agreed that Mr Smith's quotation in the sum of £320 for clearing and reinstating the side garden to the Council offices be approved. It was agreed to contact a local person with regard to hiring a mini digger in order that the tree stumps may be removed prior to any work being done.</p>	<p>Letter to Mr Smith</p>
<p><u>MINUTE NO.45.</u> <u>TO CONSIDER THE RECOMMENDATIONS FOLLOWING THE VISIT BY THE FIRE OFFICER</u> The Clerk reported on this matter and it was agreed that the recommendations be implemented in due course with the more important matters being progressed speedily.</p>	
<p><u>MINUTE NO.46.</u> <u>CORRESPONDENCE (APPENDIX A)</u> Items requiring a reply or response <u>Parishioner – request for financial assistance</u> The Clerk reported on his response to the parishioner.</p> <p><u>Item 7. Funding query – Ecclesfield Park</u> It was agreed that this request not be progressed as funding had been obtained from the Northern Area Assembly.</p>	

FINANCE CORRESPONDENCE – 17 SEPTEMBER 2009							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
04-Aug-09	Black Rock	letter	Grenoside Exhibition Foundation Special Range	03-Sep-09		17-Sep-09	1
07-Sep-09	Parishioner	letter	Request for financial assistance			17-Sep-09	2
07-Sep-09	Public Works Loan Board	letter	Loan payment due 30 September 2009			17-Sep-09	3
10-Sep-09	Angela Greenwood	e-mail	High Green Community Worker			17-Sep-09	4
11-Sep-09	Co-op Bank	letter	Confirmation of new signatories	01-Oct-09		17-Sep-09	5
16 Sept 09	YLCA	e-mail	NALC Pay Settlement 2009	01-Oct-09		17-Sep-09	6
17 Sept 09	Revitalising Ecc Park Grp	e-mail	Funding query Ecclesfield Park	01-Oct-09		17-Sep-09	7
17 Sept-09	Revitalising Ecc Park Grp	e-mail	2 nd e-mail re Funding query Ecclesfield Park	01-Oct-09		17-Sep-09	8

