

ECCLESFIELD PARISH COUNCIL

To all Members of the Parish Council

SUMMONS

26 August 2010

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 2 September 2010.

Public Participation

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

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 1 July 2010 (Pgs: 1-5 & Appends A, B & C).
5. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 1 July 2010 (Pgs: 11-12 & Appends A & B)
6. To approve the Minutes of the Extraordinary Parish Council meeting held 8 July 2010 (Pgs: 15-16).
7. To approve the Minutes of the Staffing Sub-Committee meeting held 8 July 2010 (Pg: 17).
8. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 13 July 2010 (Pgs: 18-19 & Appends A & B).
9. To approve the Minutes of the Finance & Premises Committee meeting held 15 July 2010 (Pgs: 22-24 & Appendix A) and to approve the recommendations contained therein.
10. To approve the minutes of the Environmental Planning & Employment Committee meeting held 10 August 2010 (Pgs. 26-27 & Appends A & B).

11. To approve the minutes of the Staffing Sub-Committee held on the 16 August 2010 (Page 30).
12. To approve a verbal report of the Environmental Planning & Employment Committee held on the 2 September 2010.
13. **Northern Community Assembly**
Items to be considered at the Northern Assembly and Parishes liaison meetings.
14. **To agree a date for a Public Meeting regarding the future of the Trinity Methodist Church, High Street, Ecclesfield.**
15. **To agree the Parish Council Contribution towards Community Development Worker for High Green's Salary in the sum of £7,000 for the Financial Year 2011/2012**
16. **To approve the date of Saturday 13 November 2010 for the Service of Remembrance at Sussex Road/Arundel Road**
17. **To agree the costs and attendance dates for the new Clerk Mrs Sivalingham to commence the Working With your Council Course – commencing on the 5 October 2010 at Selby. This course has to be completed prior to her commencing the CiLCA course.**
18. **To consider the inclusion of Mrs Sivalingham to the South Yorkshire Pension Scheme and that the employers contributions be paid by the Parish Council subject to the statutory procedures being effected.**
19. **To approve the change of names as signatories on the bank accounts due to the retirement of the Clerk. Mr Philip Allass to be removed as signatory from the bank accounts and Mrs Viji Sivalingham and Mrs Gillian Kress be added as signatories.**
20. **To amend previous minutes to include various payments made**
21. **Correspondence** – Items requiring a reply or response
22. **Accounts**
To approve the accounts for payment
22. **Local Events**

Yours faithfully,

Philip Allass

Philip Allass
Clerk to the Council

MINUTES OF THE PARISH COUNCIL MEETING
HELD 1st JULY 2010

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

Apologies for absence were received from Cllrs Mr J Jones & Mr H House and the reasons for absence were approved by the Council.

Prior to the commencement of business, the Chairman reported that the Clerk would be retiring on the 28th August 2010 and that a replacement should be sought as a matter of urgency. It was agreed to convene a special meeting of the Parish Council on Thursday 8th July 2010 and a meeting of the Staffing Sub Committee on the same date following the Council meeting in order that the replacement of the Clerk could be dealt with as a matter of urgency. The agendas for these meetings are attached to these minutes (Appendices A & B).

MINUTE	ACTION
<p><u>MINUTE NO.48.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> Cllrs Curran and Taylor submitted amended Declarations of Interest to be forwarded to the Monitoring Officer of the City Council.</p>	<p>Decs of Interest to be sent to Monitoring Officer</p>
<p><u>MINUTE NO.49.</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> Cllr Mrs Fearnley declared an interest in the Finance committee minutes No. 55 – High Hopes, request for financial assistance.</p>	
<p><u>MINUTE NO.50.</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.51.</u> <u>TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 3rd JUNE 2010</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr D E Pepper) That the minutes be approved as a correct record.</p>	
<p><u>MINUTE NO.52.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 3rd JUNE 2010</u></p>	

<p><u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr D E Pepper Seconded by Cllr Mrs D Fearnley) That the minutes be approved as a correct record. At this point Cllr Weatherall commented on the uses of the centre at the Paces building and he requested the Chairman of the Planning committee to contact City Councillor Mr Dunworth on the matter – re planning proposal 10/01482/FUL.</p>	
<p><u>MINUTE NO.53.</u> <u>TO APPROVE THE MINUTES OF THE MEETING OF THE TRUSTEES OF THE GRENSIDE EXHIBITION ACCOUNT CHARITY HELD 3RD JUNE 2010 AND FURTHER INFORMATION RECEIVED FROM THE COUNCIL'S SOLICITORS</u> The Clerk reported that it was apparent from documentation that the purchasers of the freeholds had intended to pay for the removal of the Headlease and to contribute £3,200 towards the legal costs incurred by the Charity. It was noted that initially the Parish Council paid all outgoings in respect of the sale of the freeholds including legal fees and that this, by resolution, would be recouped in whole or part from the Charity.</p>	
<p><u>MINUTE NO.54.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 15TH JUNE 2010</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr D E Pepper Seconded by Cllr Mrs D Fearnley) That the minutes be approved as a correct record. Cllrs Weatherall and Mrs Wright reported on this item.</p>	
<p><u>MINUTE NO.55.</u> <u>TO APPROVE THE MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING HELD 17TH JUNE 2010 AND TO APPROVE THE RECOMMENDATIONS CONTAINED THEREIN</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Ms V M Bowden Seconded by Cllr Mr G Weatherall) That the minutes be approved as a correct. Cllr Mrs Fearnley declared an interest in this minute and did not vote thereon.</p>	<p>Grant cheques to be sent out to various groups.</p>
<p><u>MINUTE NO.56.</u> <u>TO RECEIVE A VERBAL REPORT FROM THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD ON THE 1ST JULY 2010</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr B Curran) That the report be received.</p>	

<p><u>MINUTE NO.57.</u> <u>NORTHERN COMMUNITY ASSEMBLY</u> <u>To identify items for referral to the Northern Community Assembly and Parishes Liaison meetings.</u> There were no items identified.</p>	
<p><u>MINUTE NO.58.</u> <u>SECURITY IN THE PARISH</u> Members welcomed Insp. Mouzer and his colleague to the meeting and details were received of the need to purchase a mobile camera particularly for Chapeltown but one, which could be utilised at any place in the parish. Members noted the security advantage, which this would confer on parts of the parish and the costs were also considered. It was agreed to refer this item to the Finance committee for further consideration.</p>	Place item on Finance Agenda for July
<p><u>MINUTE NO.59.</u> <u>TO APPOINT TWO PARISH COUNCIL REPRESENTATIVES TO THE PARTNERSHIP GROUP OVERSEEING THE THORNCLIFFE SPORTS PARK PROJECT</u> <u>RESOLVED</u> (Proposed by Cllr Ms VC M Bowden Seconded by Cllr Mr D E Pepper) That Cllrs Jones and House be appointed as the Parish Council's representatives.</p>	Letters to Cllrs, NCA and HG Dev. Trust
<p><u>MINUTE NO.60.</u> <u>DAVID CHADWICK CENTRE</u> Members noted that as the sale price was an unknown factor it was impossible at this point to specify the uses to which the funds would be put and it was agreed to inform the City Council accordingly.</p>	Letter to SCC
<p><u>MINUTE NO.61.</u> <u>CAR PARKING AT PARISH COUNCIL OFFICES</u> Members opened the quotations for the excavation and concreting of the support holes for the parking barriers/posts.</p> <p><u>RESOLVED</u> (Proposed by Cllr Mr G Weatherall Seconded by Cllr Mrs D Fearnley) That the quotation from ISG Construction & Maintenance be accepted and that the firm be authorised to install 11 parking barriers plus or minus one if required at a cost of £260 plus the cost of the barriers. It was agreed that the barriers to be purchased should be the fold down parking posts at a price of approx. £91.55 each. It was noted that this brings the total value to below the agreed budget of £1,500.</p>	
<p><u>MINUTE NO.62.</u> <u>AMENDMENTS TO MAY & JUNE 2010 COUNCIL MINUTES</u> The amendments shown were approved namely:</p>	

<p>N Garratt – Chairman’s allowance £800 to be added to May Council Minutes – Minute No. 25 – Accounts. This payment was made under Section 15 of the Local Government Act 1972. AOL Internet fee £20.48 to be added to June Council Minutes – Minute No. 39 - Accounts</p>	
<p><u>MINUTE NO.63.</u> <u>AMENDMENT TO FINANCE/PREMISES COMMITTEE MINUTES</u> <u>RESOLVED</u> (Proposed by Cllr Mr A Hooper Seconded by Cllr Mr N Garratt)</p> <ol style="list-style-type: none"> 1. That the minutes be amended to show that in Minute No. 20 Mr M Shield is an advisor to and not a member of, the High Green Development Trust. 2. That the minutes be amended to show that in Minute No. 20 the word “unfortunate” be substituted with the word “disappointing”. 3. That Ms M Puglisi of the Northern Community Assembly be requested to attend the next Finance Committee meeting to present a case for joint partnerships with the Northern Community Assembly regarding the development at the Thorncliffe sports park project. 	<p>Letter to SCC, Chief Exec. following amendment</p> <p>Referred to Fin Cttee Mtg 15.7.10</p>
<p><u>MINUTE NO.64.</u> <u>CORRESPONDENCE – APPENDIX C</u> Items requiring a decision or response.</p> <p><u>Item 31 – Greno Woods Stakeholders leaflet</u> Members noted the correspondence and the request asking for support.</p> <p><u>Item 52 - Ecclesfield School – Road safety situation</u> Cllr Taylor reported that the road safety situation at this location was being examined by the City Council and that this item be referred to the Northern Community Assembly.</p> <p><u>Items 21 and 36 – Sheffield Development Framework</u> Cllr Mr A Hooper reported on this matter and Councillors were asked to consider the documents received. The period for consultation was 21 June to 30 July 2010. He reported that the Community Assembly are holding a meeting in partnership with the Parish Council at Chapeltown Library on Tuesday 20 July 6-8pm.</p>	<p>Clerk to write to Headteacher</p>
<p><u>MINUTE NO.65.</u> <u>ACCOUNTS</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr D E Pepper Seconded by Cllr Mrs D Fearnley) That the following accounts be approved for payment:</p>	

Payable To	Amount	Payment Details	Payment made under
AOL	£20.48	Internet fee – direct debit	LG Act 1972 s111
Zurich Municipal	£63.00	Public liability ins re car park	LG Act 1972 s111
Nightwatch Electrical	£46.02	Fitting light bulbs	LG Act 1972 s111
UCIT Merlin Networks	£237.94	Computer upgrade - previous cheque stopped as not received	LG Act 1972 s111
Zurich Municipal	£4,460.70	Annual Renewal premium	LG Act 1972 s111
Absolute coffee	£5.78	Cream for hospitality	LG Act 1972 s111
British Gas	£216.10	Community room gas supply	LG Act 1972 s111
One Stop Managed Waste	£78.21	Waste disposal	LG Act 1972 s111
UCIT Merlin Networks	£41.12	Repairs to Clerk's computer	LG Act 1972 s111
Roy Smith Garden Services	£94.00	Grass cutting 9 June and 21 June	LG Act 1972 s111
Firecrest UK Ltd	£1,349.43	Fire alarm installation and fire risk assessment	LG Act 1972 s111
High Hopes	£1,000.00	Grant	LG Act 1972 s137
Aijukwon Dojo	£500.00	Grant	LG Act 1972 s137
Lound Junior School Gardening Club	£500.00	Grant	LG Act 1972 s137
Sheffield City Council	£491.00	Rates in August 2010	LG Act 1972 s111
Sheffield City Council	£491.00	Rates in September 2010	LG Act 1972 s111

MINUTE NO.66.
LOCAL EVENTS

Councillors had attended various events and reported back on these and also events that were due to happen in the near future:-

- Ø Whitley Hall Cricket Club – Cllr Mr N Garratt had presented awards at the Qwik Cricket Days, children from Montenev School won on the first day and children from St Mary's School won on the second day.
- Ø 3 July 2010 - Angram Bank Fun Day
- Ø 16 July 2010 - St Saviour's Church – Dedication of memorial window.
- Ø 12 June 2010 – Chapelton Park Fun Day in aid of Cancer Research.
- Ø 16 June 2010 – Grenoside Community Centre – Grenoside Gala.
- Ø 19 June 2010 – Church Service at Grenoside – Cllr Mr D Pepper reported that the current members of Grenoside Gala Committee were retiring and that a new committee would hopefully be appointed in due course.
- Ø 11 June 2010 – Ecclesfield School – Several Councillors had attended the school at the invitation of the Headmaster.
- Ø 16 July 2010 – Cllr Mr A Hooper reported that the judging day for the In Bloom groups would be on the 16 July 2010.

ECCLESFIELD PARISH COUNCIL

To all Members of the Parish Council

SUMMONS

1 July 2010

Dear Sir/Madam,

You are hereby requested to attend the Extraordinary Parish Council Meeting to be held at the Council Offices, Mortomley Lane, High Green at 7.00 pm on Thursday 8 July 2010.

Public Participation

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

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
5. To approve the Minutes of the Parish Council meeting held 1 July 2010.
6. To confirm the membership of the Staffing Sub-Committee.
7. To delegate power to the Staffing Sub-Committee to:-
 - a) Agree the Job Description, Person Specification and salary for the position of Clerk and Responsible Financial Officer.
 - b) Agree content of an advertisement and place the advertisement for the post.
 - c) Interview applicants and to make an appointment to the post.

Yours faithfully

Philip Allass

Mr Philip Allass
Clerk to the Council

ECCLESFIELD PARISH COUNCIL

TO ALL MEMBERS OF THE STAFFING SUB-COMMITTEE

Summons

1 July 2010

Dear Sir/Madam

You are hereby requested to attend the Staffing Sub Committee meeting to be held at the Council Offices, Mortomley Lane, High Green, at 7.15pm on Thursday 8 July 2010.

Public Participation

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

AGENDA

- d) Agree the Job Description, Person Specification and salary for the position of Clerk and Responsible Financial Officer.
- e) Agree content of an advertisement and place the advertisement for the post.
- f) Interview applicants and to make an appointment to the post.

Yours faithfully

Philip Allass

Mr Philip Allass
Clerk to the Council

COUNCIL CORRESPONDENCE – 1 JULY 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
04-Jun-10	SCC	e-mail	Small Grants Fund	01-Jul-10			1
04-Jun-10	SCC	e-mail	A fair deal for rural communities	01-Jul-10			2
04-Jun-10	Cllr Hooper	e-mail	Lord Mayor's engagements 6.6.10	01-Jul-10			3
04-Jun-10	Ashton Alarms	letter	Re acceptance of maintenance contract	01-Jul-10			4
04-Jun-10	SCC Nalin Seneviratne	e-mail	Response re David Chadwick Centre	01-Jul-10		17-Jun-10	5
15-Jun-10	Michael Shield	e-mail	David Chadwick Centre	01-Jul-10		17-Jun-10	6
07-Jun-10	Yorkshire Internal Audit Services	letter	Quote for services of internal auditor	01-Jul-10		17-Jun-10	7
07-Jun-10	Bryan Dawson	e-mail	Next production of Chapeltown Amateur Operatics	01-Jul-10			8
07-Jun-10	Rural Action Yorkshire	e-mail	Rural update	01-Jul-10			9
07-Jun-10	Thornccliffe Management office	leaflet	Thornccliffe News	01-Jul-10			10
08-Jun-10	Sheffield Futures	e-mail	Nextstep Adult Service	01-Jul-10			11
08-Jun-10	Friends of Chapeltown & H/Green Park	e-mail	Photo competition	01-Jul-10			12
09-Jun-10	Sheffield Futures	e-mail	Chapeltown and High Green Drop In	01-Jul-10			13
09-Jun-10	Zurich Insurance	e-mail	Response re car park	01-Jul-10		17-Jun-10	14
09-Jun-10	NCA	e-mail	Cancellation of High Green Safety Group meeting	01-Jul-10			15
10-Jun-10	YLCA	e-mail	Training Courses	01-Jul-10			16
10-Jun-10	NCA	e-mail	Location of grit bins	01-Jul-10			17
14-Jun-10	NALC	e-mail	DIS Extra 736	01-Jul-10			18
14-Jun-10	Cllr Bagshaw	e-mail	DP7 187 Revised Newsletter	01-Jul-10			19
14-Jun-10	Cllr Hooper	e-mail	Countryside Day and Silver Jubilee Celebrations	01-Jul-10			20
14-Jun-10	SCC	letter	Sheffield Development Framework	01-Jul-10			21
14-Jun-10	YLCA	e-mail	Big Lottery Fund - New Community wildlife fund	01-Jul-10			22
15-Jun-10	SLCC	e-mail	South Yorkshire Branch newsletter	01-Jul-10			23
15-Jun-10	Unlock democracy org uk	e-mail	Sustainable Communities Act	01-Jul-10			24
15-Jun-10	YLCA	e-mail	Coalition programme for government	01-Jul-10			25
15-Jun-10	NALC	e-mail	NALC events bulletin	01-Jul-10			26
16-Jun-10	Network Rail	e-mail	Land in Chapeltown	01-Jul-10		17-Jun-10	27

COUNCIL CORRESPONDENCE – 1 JULY 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
16-Jun-10	SCC	e-mail	Resp re Highway condition Nether Ley Avenue	01-Jul-10			28
16-Jun-10	SCC	e-mail	Rural Communities Strategy	01-Jul-10			29
17-Jun-10	South Yorks Fire & Rescue	e-mail	June Newsletter	01-Jul-10			30
17-Jun-10	Sheffield Wildlife Trust	e-mail	Greno woods stakeholders leaflet	01-Jul-10			31
17-Jun-10	Michael Shield	e-mail	High Green Development Trust & Paces	01-Jul-10		17-Jun-10	32
18-Jun-10	Macmillan Cancer Support	letter	World's biggest coffee morning	01-Jul-10			33
18-Jun-10	Chapelton Baths	e-mail	Vetting & Barring Scheme Regn. Halted	01-Jul-10			34
21-Jun-10	YLCA	e-mail	Agenda for Joint Annual meeting	01-Jul-10			35
21-Jun-10	SCC	info-pack	Sheffield Development Framework	01-Jul-10			36
21-Jun-10	Whitley Hall Cricket Club	letter	Thank you for grant	01-Jul-10			37
22-Jun-10	St Marks Church	booklet	Grenoside News	01-Jul-10			38
22-Jun-10	South Yorkshire Pensions	e-mail	Public Sector Pensions Commission & Agenda	01-Jul-10			39
22-Jun-10	Children at St Mary's School	letter	Requesting information for history project	01-Jul-10			40
22-Jun-10	Sheffield Futures	e-mail	Art in the Park	01-Jul-10			41
23-Jun-10	South Yorkshire Pensions	e-mail	SYPF Employers Forum 2010	01-Jul-10			42
23-Jun-10	SCC Forward and area planning	e-mail	Draft City Policies meeting dates	01-Jul-10			43
23-Jun-10	Coterie Gallery	e-mail	Preview invitation	01-Jul-10			44
24-Jun-10	Cllr Taylor	e-mail	Response re letter to Chief Executive	01-Jul-10			45
24-Jun-10	UCIT Merlin Networks	invoice	Re work done on the Clerk's computer	01-Jul-10			46
24-Jun-10	W H Darby	letter	Info re new case for Chairman's chain	01-Jul-10			47
28-Jun-10	NALC	email	DIS Extra No. 737	01-Jul-10			48
28-Jun-10	Greenhead Gardens S.C. Club	appl.	Appl. For financial assistance	01-Jul-10		15-Jul-10	49
28-Jun-10	Grenoside In Bloom	email	Summer judging 16.7.10	01-Jul-10			50
28-Jun-10	Northern Play & Youth Act. Grp	email	Minutes of last meeting, agenda for 9.7.10	01-Jul-10			51
28-Jun-10	Ecclesfield School	letter	Request for removal of pelican crossing	01-Jul-10			52
29-Jun-10	Yorks & Humber Regional training partnership	letter	Training conference for Councillors and Clerks	01-Jul-10			53
29-Jun-10	St Saviour's Church	letter	Invitation to dedication service at St Saviours	01-Jul-10			54

COUNCIL CORRESPONDENCE – 1 JULY 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
29-Jun-10	Sheffield Futures	e-mail	Holiday schemes and family bushcraft weekend	01-Jul-10			55
29-Jun-10	Clerk	e-mail	Retirement	01-Jul-10			56
29-Jun-10	Rotherham Metropolitan Borough Council	letter	Barns, Donc and Roth Joist Waste Plan	01-Jul-10			57
29-Jun-10	South Yorks Funding Advice Bureau	e-mail	September Funding forum	01-Jul-10			58
29-Jun-10	NALC	e-mail	NALC Events bulleting	01-Jul-10			59
30-Jun-10	Chapelton Baths CB	letter	Thanks for recent grant	01-Jul-10			60
30-Jun-10	Northern Community Assembly	e-mail	Climate Change Fund	01-Jul-10			61
30-Jun-10	Richard Godley	e-mail	Sheffield Wildlife Trust/Greno Woods purchase	01-Jul-10			62
30-Jun-10	Zurich Insurance	Letter	Annual Insurance Renewal and Policy documents	01-Jul-10			63
01-Jul-10	Sheffield Futures	e-mail	Holiday Club St Mary's Church Ecclesfield	01-Jul-10			64
01-Jul-10	South Yorkshire Pensions Authority	e-mail	Public sector pensions commission	01-Jul-10			65
01-Jul-10	Friends of Chapelton & H/Green parks	poster	Free events in Chapelton Park Summer 2010	01-Jul-10			66
01-Jul-10	NCA	e-mail	Consultation events for draft SDF Consultation	01-Jul-10			67

MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE
MEETING HELD 1st JULY 2010

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

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

MINUTE	ACTION
<p><u>MINUTE NO.28.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO. 29.</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.30.</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.31.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u> <u>10/01526/FUL – Apartments 1-14 Sussex House, 14 Sussex Road, Chapeltown, Sheffield S35 2XP – Application to remove condition 17 (relating to renewable energy)</u></p> <p>The Planning Committee considered the above application at their meeting on the 1 July 2010. There had been no objections received by the Committee, however the Committee expressed concerns that the buildings were now occupied without the original conditions being adhered to.</p> <p>A letter (which was on the City Council website) dated the 2 February 2010 from a Planning Officer at the City Council to the developers stated that “before any part of the development is occupied, the renewable energy equipment shall have been installed and thereafter retained and used.” It also stated “the condition unfortunately is not discretionary in its terms.”</p> <p>The Committee requested that a letter be sent to the Head of Planning at Sheffield City Council seeking clarification as to why the buildings have been allowed to be occupied in light of the earlier conditions placed upon the original planning application by the Planning Department, and what remedies are available to the City Council in this case.</p>	<p>Clerk to write to the Head of Planning at Sheffield City Council seeking clarification.</p>

<p><u>MINUTE NO.32.</u> <u>LICENCE APPLICATIONS</u> There were none received.</p>	
<p><u>MINUTE NO.33.</u> <u>CORRESPONDENCE (Appendix B)</u> Items requiring a reply or response.</p> <p><u>Item 4 – Response re Ecclesfield Park</u> Members noted the correspondence received and Cllr Mrs J Wright reported that she had visited the park recently and the weeds have been removed and the planters replanted.</p> <p><u>Item 7 – Response re Ecclesfield Cemetery</u> Members noted the correspondence received and Cllr Mrs J Wright reported that she had been contacted by the Bereavement Services who explained the situation and she also reported that she had since noticed an improvement in the state of the cemetery.</p> <p><u>Item 11 – Complaint from resident re High Green</u> Members noted the correspondence received and the Committee requested that the letter be e-mailed to the Parks Department and also sent to the Friends of Chapeltown and High Green Parks Group.</p> <p><u>Item 12 – Response re A61</u> Members noted the correspondence – Transport and Highways have contacted the owners of the areas asking that the vegetation be cut back.</p> <p><u>Millennium Garden - Chapeltown</u> Cllr Mr N Garratt reported that Sheffield City Council had informed him that the garden is not being planted up because there are no funds available.</p> <p><u>Trinity Methodist Church, High Street, Ecclesfield</u> The Chairman of the Committee received a letter at the meeting, from Cllr Ms V M Bowden requesting that the committee consider whether it would be prudent to hold a Parish meeting in the near future to discuss the issues around the future use of the building. The Committee requested that this item be placed on the next agenda of the Planning Committee for further discussion, and that consideration is given as to whether the meeting should be a Parish meeting or a Public meeting.</p>	<p>Clerk to write to the resident and also the Parks Department and the Friends of Chapeltown and High Green Parks Group.</p> <p>Clerk to the Council to place item on the Agenda for the next Planning Committee.</p>

PLANNING LIST – 1 JULY 2010						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
10/01780 25-Jun-10	FUL	J ATHERTON Rec. 9.6.10	170 ECCLESFIELD ROAD, CHAPELTOWN FIRST FLOOR SIDE/REAR EXTN & ALTS & EXTN TO ROOF	N/CONSULTED	NO OBJECTION	01-Jul-10
10/01526 25-Jun-10	FUL	M YOUNG Rec. 10.6.10	APARTMENTS 1-14 SUSSEX HOUSE, 14 SUSSEX ROAD CHAPELTOWN, SHEFFIELD S35 2XP APPLICATION TO REMOVE CONDITION 17 (RELATING TO RENEWABLE ENERGY) OF PLANNING APPLICATION 07/02810/FUL (DEMOLITION OF A DWELLINGHOUSE AND ERECTION OF 13 1/2 BEDROOMED APARTMENTS TO HOUSE PEOPLE OVER THE AGE OF 55 IN A 1 X 3 STOREY BLOCK WITH ASSOCIATED CAR PARKING AND LANDSCAPING WORKS (APPLICATION UNDER SECTION 73)	N/CONSULTED	LETTER TO HOP SCC SEEKING CLARIFICATION OF APPLICATION IN LIGHT OF EARLIER CORRESPONDENCE ON SCC WEBSITE	01-Jul-10
10/01760 02-Jul-10	FUL	L HIRST Rec 17.6.10	111 IRONSTONE CRESCENT, CHAPELTOWN TWO STOREY SIDE EXTN INCL GARAGE & SINGLE STOREY REAR EXTN	N/CONSULTED	NO OBJECTION	01-Jul-10
10/01879 05-Jul-10	FUL	R TURNER Rec 17.6.10	27 GLENWOOD CRESCENT, CHAPELTOWN SINGLE STOREY SIDE EXTN WITH ROOM IN ROOFSPACE OVER	N/CONSULTED	NO OBJECTION	01-Jul-10
10/01887 06-Jul-10	FUL	P JESSOP Rec. 18.6.10	ST MARY'S HIGH GREEN ROMAN CATHOLIC PRIMARY SCHOOL, PACK HORSE LANE, SHEFFIELD S35 3HY EXTENSION TO FORM TOILETS, CLOAKROOM AND FOOD PREPARATION AREA TO SCHOOL	N/CONSULTED	NO OBJECTION	01-Jul-10
10/01680 09-Jul-10	FUL	L HIRST Rec. 21.6.10	50 HIGH STREET, ECCLESFIELD SHEFFIELD S35 9XD SINGLE STOREY SIDE/REAR EXTENSION TO DWELLINGHOUSE INCLUDING GARAGE WITH STORAGE OVER	N/CONSULTED	NO OBJECTION	01-Jul-10

PLANNING CORRESPONDENCE – 1 JULY 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
17-Jun-10	Cllr Bagshaw	letter	Update on Devil's Bridge pond site		01-Jul-10		1
17-Jun-10	SYPTÉ	letter	Local bus service changes		01-Jul-10		2
17-Jun-10	SYPTÉ	circular	Improving bus travel, summer 2010		01-Jul-10		3
18-Jun-10	Melvyn Riley SCC	e-mail	Response re Ecclesfield Park		01-Jul-10		4
18-Jun-10	SCC	e-mail	Roadworks report No. 758		01-Jul-10		5
21-Jun-10	SCC	e-mail	The Licensing Act 2003 Consultation		01-Jul-10		6
23-Jun-10	Bereavement Services	e-mail	Response re Ecclesfield Cemetery		01-Jul-10		7
23-Jun-10	Grenoside Conservation Society	e-mail	Objection re 9 Middle Lane, Grenoside		01-Jul-10		8
25-Jun-10	SCC	email	Roadworks report No. 759		01-Jul-10		9
28-Jun-10	Streetforce	email	Reply re A61		01-Jul-10		10
28-Jun-10	Resident (47)	letter	Complaint re High Green – needs a response		01-Jul-10		11
30-Jun-10	SCC Transport & Highways	e-mail	Response re overhanging trees on A61		01-Jul-10		12
30-Jun-10	English Heritage	e-mail	South Yorkshire churches at risk		01-Jul-10		13

MINUTES OF THE PARISH COUNCIL MEETING
HELD 8th JULY 2010

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

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

MINUTE	ACTION
<p><u>MINUTE NO.67.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO.68.</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.69.</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.70.</u> <u>TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 1ST JULY 2010</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.71.</u> <u>TO CONFIRM THE MEMBERSHIP OF THE STAFFING SUB COMMITTEE</u> The following members are to form the Staffing Sub Committee: Cllrs Dr J C Bowden, Ms V M Bowden, Mrs D Fearnley, Mr G Weatherall, Mr C Taylor, Mr N Garratt and Mr J Jones.</p>	
<p><u>MINUTE NO.72.</u> <u>TO DELEGATE POWER TO THE STAFFING SUB COMMITTEE TO:-</u></p> <ul style="list-style-type: none"> a) Agree the Job Description, Person Specification and Salary for the Position of Clerk and Responsible Financial Officer b) Agree the content of an advertisement and place the advertisement for the post c) Interview applicants and to make an appointment to the post 	

RESOLVED UNANIMOUSLY**(Proposed by Cllr Dr J C Bowden****Seconded by Cllr Mr G Weatherall)**

That the following powers be delegated to the Staffing Sub Committee:

- 1) The job description, person specification and salary for the position of Clerk and RFO be agreed
- 2) The content of an advertisement and the placing of said advert be agreed
- 3) Applicants be interviewed and an appointment to the post be made.

MINUTES OF THE STAFFING SUB COMMITTEE MEETING HELD
8TH JULY 2010

Present: Chairman: Dr J C Bowden
Councillors: Ms V M Bowden, Mrs D Fearnley, Mr C Taylor,
 Mr G Weatherall, Mr N Garratt

Apologies for absence were received from Cllr Mr J Jones and the reason for absence was accepted by the committee

MINUTES	ACTION
<p><u>MINUTE NO.1.</u> <u>THIS COMMITTEE IS TO:-</u></p> <ul style="list-style-type: none"> a) Agree the job description, person specification and salary for the position of Clerk and Responsible Financial Officer b) Agree the content of an advertisement and place the advertisement for the post; and c) Interview applicants and to make an appointment to the post <p>Members examined in detail the items issued in respect of the job description, person specification, salary details, and contents of an advert etc. and application form. With some amendments, most of the points on these documents were approved and it was agreed that the advertisement be drafted, circulated to all members of this committee and placed in the appropriate newspapers, websites etc. to be agreed.</p> <p>The following dates were agreed for the filling of the position:</p> <ul style="list-style-type: none"> 1) The closing date for applications should be 30th July 2010 2) Short listing will take place by the committee on the 3rd August 2010 at 7 pm. 3) Interviews will take place on Tuesday 10th August subject to availability 	

MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE
MEETING HELD 13th JULY 2010

Present: Chairman: Dr J C Bowden
Councillors: Mrs D Fearnley, Mr N Garratt, Mrs K Granger, Mrs J H Wright

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

MINUTE	ACTION
<p><u>MINUTE NO.34.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO. 35.</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.36.</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.37.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u></p> <p><u>10/01323/FUL – 64 Cinderhill Lane, Sheffield S35 8NG</u> The Planning Committee considered the above planning application to which one objection had already been received, and residents of a neighbouring property also attended the meeting to state their concerns and brought along a copy of their objection and also one from another neighbour. Following consideration of the neighbours concerns the Committee support the objections on the following grounds:-</p> <ul style="list-style-type: none"> Ø The proposed extension would be overbearing, and due to the proposed roofline would be out of character with surrounding properties, as all neighbouring properties have hip roofs. Ø Loss of light to immediate neighbours, due to the height of the extension directly outside their kitchen window. Ø Lack of parking spaces, as the proposed development would be built on the existing driveway and therefore cars would need to be parked on the highway. Ø The proposed development would be built over an existing shared main drain with a neighbouring property and the residents of the property are concerned about their access to the drain. <p>The Committee therefore requested that the Clerk write to the Head of Planning at Sheffield City Council stating their reasons for the objection.</p>	<p>Clerk to write to HOP at SCC stating grounds for objection.</p>

<p><u>MINUTE NO.38.</u> <u>LICENCE APPLICATIONS</u> <u>Players Lounge – 20 Yew Lane, Ecclesfield, Sheffield S5 9AN</u> The Committee noted the above licence application to vary the premises licence – to change the premises from a membership Snooker Club to a premises serving alcohol, that operates membership for the snooker. The Committee had no objections to the above application.</p>	
<p><u>MINUTE NO.39.</u> <u>To consider request from Cllr Ms V M Bowden regarding the merit of holding a public meeting to discuss the future of the Trinity Methodist Church, High Street, Ecclesfield</u> Members noted the correspondence received and agreed that the item be placed on the Council agenda in September for a date to be agreed for the public meeting.</p>	<p>Item to be placed on September Council agenda.</p>
<p><u>MINUTE NO. 40</u> <u>Northern Community Assembly questionnaire – to consider response to be returned to the Northern Community Assembly by 23 July 2010</u> Copies of the questionnaire had been sent to the Chair of Planning and the Chair of Finance Committees for completion on behalf of the Council, with a request that a copy of the completed questionnaire be returned to the Council for information.</p>	<p>Chair of Planning and Chair of Finance to respond on behalf of the Council.</p>
<p><u>MINUTED NO. 41</u> <u>CORRESPONDENCE (Appendix B)</u> Items requiring a reply or response. Members noted the various items of correspondence – items requiring a response dealt with in previous minutes as above.</p>	

PLANNING LIST 13 JULY 2010						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
10/01323 14-Jul-10	FUL	M YOUNG Rec 28.6.10	64 CINDER HILL LANE, GRENOSE TWO STOREY SIDE EXTN & SINGLE STOREY FRONT & REAR EXTNS	N/CONSULTED 3 OBJ REC	SUPPORT OBJS OVERBEARING LOSS OF LIGHT OUT OF CHARACTER	13-Jul-10
10/01865 15-Jul-10	FUL	P JESSOP Rec. 29.6.10	25 PARK AVENUE, CHAPELTOWN, SHEFFIELD S35 1WH SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	13-Jul-10
10/01894 21-Jul-10	LBC	B TURNER Rec. 5.7.10	WHITLEY HALL HOTEL, ELLIOT LANE, SHEFFIELD S35 8NR ERECTION OF AN ENTRANCE VESTIBULE	N/CONSULTED	NO OBJECTION	13-Jul-10

PLANNING CORRESPONDENCE – 13 JULY 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
05-Jul-10	SCC	e-mail	Response re Parish council car park		13-Jul-10		1
05-Jul-10	Parks Dept SCC	e-mail	Response re complaint re High Green		13-Jul-10		2
10-Jul-10	Friends of Chapeltown and H/Green Park	e-mail	Response re complaint from resident		13-Jul-10		3
06-Jul-10	NCA	e-mail	NCA Plan refresh - questionnaire		13-Jul-10	15-Jul-10	4
07-Jul-10	NCA	e-mail	Consultation Events Draft SDF		13-Jul-10	15-Jul-10	5
08-Jul-10	SCC, Legal Servs	letter	Confirmation of alteration of footpath		13-Jul-10		6
08-Jul-10	Coterie Gallery	e-mail	Exhibition invitation		13-Jul-10		7
09-Jul-10	Resident in Chapeltown	e-mail	Avoiding a gang environment		13-Jul-10		8
09-Jul-10	SCC Streetforce	e-mail	Reponse re avoiding a gang environment		13-Jul-10		9
10-Jul-10	Resident	e-mail	Response re trainers in Chapeltown		13-Jul-10		10
09-Jul-10	Grenoside Conservation Society	e-mail	Obj re 10/01323 64 Cinder Hill Lane		13-Jul-10		11
10-Jul-10	Licensing Board	e-mail	Licensing application 28 June 2010		13-Jul-10		12
10-Jul-10	Friends of Chapeltown and H/Green Parks	Invitation	Opening of Butterfly Glade in Chapeltown Park		13-Jul-10	15-Jul-10	13

MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING
HELD 15th JULY 2010

Present: Chairman: Cllr Mr C Taylor
Councillors: Mr N Garratt, Mrs D Fearnley, Mr H House, Mr G Weatherall,
 Mr G Oxley

Apologies for absence were received from Cllrs Mr J Jones & Ms V M Bowden and the reasons for absence were approved by the committee

MINUTE	ACTION
<p><u>MINUTE NO.24.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FORMS FROM MEMBERS</u> Cllr Oxley submitted an amended Declaration of Interest for onward transmission to the City Council Standards Officer.</p>	
<p><u>MINUTE NO.25.</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.26.</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.27.</u> <u>FINANCIAL REPORTS</u> The Clerk's reports were received.</p>	
<p><u>MINUTE NO.28.</u> <u>APPLICATION FOR FINANCIAL ASSISTANCE</u> <u>28.1. Greenhead Gardens Senior Citizens Club</u> The committee met two members of the club and received details of the need for financial assistance towards the outings, which are often made. Members noted that some of the aged members of the group would not be able to attend some of the events if a grant was not made. <u>RECOMMENDED UNANIMOUSLY</u> <u>(Proposed by Cllr Mr G Weatherall</u> <u>Seconded by Cllr Mr H House)</u> That a grant of £750 be made in response to this request.</p> <p><u>28.2. Chapeltown & District Amateur Operatic Society</u> The committee met two members of the society and received details of the need for financial assistance towards the next production.</p>	

<p><u>RECOMMENDED UNANIMOUSLY</u> (Proposed by Cllr Mr N Garratt Seconded by Cllr Mrs D Fearnley) That a grant of £1,000 be made in response to this request.</p>	
<p><u>MINUTE NO.29.</u> <u>NORTHERN COMMUNITY ASSEMBLY – REPORT BY MARIKA PUGLISI re JOINT PROJECT, THORNCLIFFE PLAYING FIELDS</u> Following the issue of the agenda it had been reported that Ms Puglisi would be unable to attend and the matter was not progressed.</p>	
<p><u>MINUTE NO.30.</u> <u>EXAMINATION OF FINANCIAL TRANSACTIONS</u> The financial records were presented for examination by the Clerk and the Chairman of the Committee and Chairman of the Council signed the Imprest Account sheets up to the end of June 2010.</p>	
<p><u>MINUTE NO.31.</u> <u>REVIEW OF INTERNAL AUDIT</u> Members noted the items detailed on the report and it was agreed that the cheques missing from the minutes would be listed at the next Council meeting and the Clerk would investigate the small differences in the salary sheets and amounts paid during the last financial year.</p>	Clerk to deal
<p><u>MINUTE NO.32.</u> <u>GRIT BINS TO BE ORDERED FOR AREAS IN PARISH PER COUNCIL MINUTES IN FEBRUARY 2010</u> No decision was made on this item.</p>	
<p><u>MINUTE NO.33.</u> <u>TO CONSIDER THE COST OF PLACING A SECURITY CAMERA IN CHAPELTOWN – REFERRED FROM COUNCIL 1.7.10</u> Members noted the report from the Council. <u>RECOMMENDED UNANIMOUSLY</u> (Proposed by Cllr Mr N Garratt Seconded by Cllr r G Weatherall) That the sum of £3,400 be made available for the Parish Council to purchase a security camera. The actual details to be agreed with South Yorkshire Police in due course.</p>	Letter to be sent to South Yorks Police
<p><u>MINUTE NO.34.</u> <u>NORTHERN COMMUNITY ASSEMBLY QUESTIONNAIRE</u> To consider the response which needs to be returned to Northern Community Assembly by 23rd July 2010. Members noted that the Chair of Finance and Chair of Planning were dealing with this following the Planning committee meeting on the 13th July.</p>	

<p><u>MINUTE NO.35.</u> <u>FIRE RISK ASSESSMENT</u> The Clerk reported on this item that it would be preferable for 1 or 2 councillors to be involved with the remedial action required. Cllrs Fearnley and Garratt kindly agreed to assist with this.</p>	
<p><u>MINUTE NO.36.</u> <u>CORRESPONDENCE (Appendix A)</u> Items requiring a reply or response</p> <p><u>Closure of Halifax Agency</u> It was agreed that the Parish Council support Shield Estates in their request to have the Halifax Agency retained in Ecclesfield.</p> <p><u>One Stop Managed Waste – Renewal of Annual Contract</u> The Clerk was authorised to sign the new contract.</p> <p><u>Annual Return – Grenoside Exhibition Foundation</u> It was agreed that the Clerk would submit the Annual Return shortly.</p>	<p>Clerk to send letter</p> <p>Clerk to deal</p> <p>Clerk to deal</p>

FINANCE CORRESPONDENCE – 15 JULY 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
28-Jun-10	Greenhead Gardens S.C. Club	appl.	Appl. For financial assistance	01-Jul-10		15-Jul-10	1
05-Jul-10	Chapelton & Dist Operatic Society	application	Application for financial assistance			15-Jul-10	2
28-Jun-10	SYPA	email	Item for EPIC notice board			15-Jul-10	3
05-Jul-10	Michael Shield	e-mail	Halifax Agency closing			15-Jul-10	4
07-Jul-10	Mike Shield	e-mail	Request for support re Halifax Building Society			15-Jul-10	5
07-Jul-10	Mike Shield	e-mail	Letter from David Blunkett in support re Halifax			15-Jul-10	6
06-Jul-10	NCA	e-mail	NCA Plan refresh - questionnaire		13-Jul-10	15-Jul-10	7
06-Jul-10	NCA	e-mail	NCA launches two community chest grants			15-Jul-10	8
07-Jul-10	NCA	e-mail	Consultation Events Draft SDF		13-Jul-10	15-Jul-10	9
07-Jul-10	Internal Auditor	letter	Internal Audit year ended 31 March 2010			15-Jul-10	10
08-Jul-10	One Stop Managed Waste	letter	Renewal of annual contract			15-Jul-10	11
09-Jul-10	Ecclesfield Parish Church	application	Application for financial assistance			15-Jul-10	12
09-Jul-10	High Green Sports Association	application	Application for financial assistance			15-Jul-10	13
10-Jul-10	Friends of Chapelton and H/Green Parks	Invitation	Opening of Butterfly Glade in Chapelton Park		13-Jul-10	15-Jul-10	14
12-Jul-10	YLCA	e-mail	Confirmation of advert for Clerk's job			15-Jul-10	15
13-Jul-10	Ajukwon Dojo	letter	Thank you for grant			15-Jul-10	16
13-Jul-10	British Telecom	letter	Business Plan end of contract letter			15-Jul-10	17
14-Jul-10	AOL Broadband	e-mail	Change of billing			15-Jul-10	18
14-Jul-10	Charity Commission	e-mail	Annual Return 2010 – Grenoside Exh Foundation			15-Jul-10	19

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT
COMMITTEE MEETING HELD 10th AUGUST 2010**

Present: Chairman: Dr J C Bowden
Councillors: Mrs D Fearnley, Mr N Garratt, Mr J Jones, Mrs J H Wright

Apologies were received from Cllr Mrs K Granger and the reason for absence was approved by the Committee.

MINUTE	ACTION
<p><u>MINUTE NO.42.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO. 43.</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> Councillor Mrs Joyce Wright declared an interest in item 4 on the Agenda and did not speak thereon.</p>	
<p><u>MINUTE NO.44.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u> It was identified that members of the press and public should be excluded from Item 4 on the agenda.</p>	
<p><u>MINUTE NO. 45</u> Several members of the public had attended the meeting to voice their concerns about a previous planning application and therefore the Chairman of the Committee felt it appropriate to hear their concerns prior to Item 4 on the agenda. Planning application 10/00635/FUL – 235 Burncross Road, Sheffield S35 1RZ – This application had been considered by the Planning Committee on the 1 April 2010, residents had attended this meeting to voice their concerns with regard to the alterations to the shop (Class A1 shops) to form hot food takeaway (Class A5 Hot Food takeaways) and the Committee supported their objections. There were also numerous objections on the City Council website including a letter of support from Angela Smith MP. The Planning Committee were informed by the City Council on the 9 April 2010 that the application had subsequently been withdrawn. The residents stated that the premises had been continuously trading since the 22 March 2010 with three changes of ownership and the opening times had been extended. The Committee stated that they would support the residents’ objections again and contact the Enforcement Officer at Sheffield City Council to raise their concerns that the premises are still trading without permission.</p>	<p>Clerk to write to Sheffield City Council Planning Enforcement Officer.</p>

<p><u>MINUTE NO. 46</u> A resident of the Parish had requested that she could attend the Planning meeting to inform Councillors of a proposed planning application that she was putting together. The resident had previously been informed that the Councillors could not comment on the proposed development until it had been sent in to the City Council Planning Department and this had been noted by the resident. The Planning Committee were informed at the meeting that the planning application has now been sent to the City Council for consideration. The Chairman of the Committee explained that the correct procedure for consideration of the plans could now be followed upon receipt of the plans from Sheffield City Council.</p>	
<p><u>MINUTE NO.47.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u> Seven plans had been received by the Committee, but no objections had been received to any of them and there were no objections on the City Council website. The Chairman of the Committee requested that a letter to this effect be sent to the Head of Planning at Sheffield City Council.</p>	<p>Clerk to send letter to the Head of Planning at Sheffield City Council</p>
<p><u>MINUTE NO.48.</u> <u>LICENCE APPLICATIONS</u> There had been no licence applications received.</p>	
<p><u>MINUTE NO. 49.</u> <u>CORRESPONDENCE (Appendix B)</u> Items requiring a reply or response. Members noted items of correspondence received. Councillor Mrs Wright reported that there still appeared to be a problem with the traffic lights on Cowley Lane. The Chairman requested that the Clerk write to the Officer at the Traffic Information and Control Department with regard to previous correspondence on this matter.</p>	<p>Clerk to write to Traffic Information and Control Department</p>

PLANNING LIST 10 AUGUST 2010						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
10/01905 27-Jul-10	RG3	J ATHERTON Rec. 8.7.10	ANGRAM BANK RECREATION GROUND, FOSTER WAY, HIGH GREEN PROVISION OF CHILDRENS PLAYGROUND INCL. 4.4m HIGH CLIMBING FRAME & ASSOC. LANDSCAPING WKS	N/CONSULTED	NO OBJECTION	10-Aug-10
10/01969 30-Jul-10	FUL	P JESSOP Rec. 12.7.10	1 WHITE LANE, CHAPELTOWN, SHEFFIELD S35 2YG TWO STOREY SIDE AND REAR EXTENSIONS TO DWELLINGHOUSE AND ERECTION OF FRONT PORCH (RE-SUBMISSION OF APPLICATION 09/03845/FUL)	N/CONSULTED	NO OBJECTION	10-Aug-10
10/02252 09-Aug-10	FUL	M YOUNG Rec. 21.7.10	25 NETHER AVENUE, SHEFFIELD S35 8PW SINGLE STOREY FRONT EXTENSION TO BUNGALOW	N/CONSULTED	NO OBJECTION	10-Aug-10
10/02235 13-Aug-10	FUL	A OWEN Rec 26.7.10	THE CIRCLE FISHERY, 11 THE CIRCLE, HIGH GREEN SINGLE STOREY SIDE EXTN (IN ADDITION TO PREVIOUSLY APPROVED SCHEME 09/03030/FUL)	N/CONSULTED	NO OBJECTION	10-Aug-10
10/02257 13-Aug-10	FUL	L HIRST Rec 27.7.10	14 EAGLETON DRIVE, HIGH GREEN ERECTION OF GARAGE	N/CONSULTED	NO OBJECTION	10-Aug-10
10/02389 19-Aug-10	FUL	S HALLAM Rec. 2.8.10	33 HALIFAX ROAD, GRENOSIDE, SHEFFIELD S35 8PA SINGLE STOREY REAR EXTENSION AND SIDE GARAGE TO BUNGALOW (RE-SUBMISSION OF 09/01890/FUL)	N/CONSULTED	NO OBJECTION	10-Aug-10
10/02294 20-Aug-10	FUL	M YOUNG Rec. 3.8.10	147 SNOOKER & SOCIAL CLUB 20 YEW LANE, S5 9AN RETENTION OF RAISED SMOKING TERRACES TO FRONT OF CLUB	N/CONSULTED	NO OBJECTION	10-Aug-10

PLANNING CORRESPONDENCE – 10 AUGUST 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
14-Jul-10	Sharren Wright	e-mail	Meeting re land on Station Road		10-Aug-10		1
21-Jul-10	Cllr Taylor	e-mail	Pavement resurfacing		10-Aug-10		2
23-Jul-10	SCC	e-mail	Response re pavement resurfacing		10-Aug-10		3
23-Jul-10	SCC Planning Department	letter	Resp re Apartments on Sussex Road		10-Aug-10		4
23-Jul-10	SCC	e-mail	Roadworks report 763		10-Aug-10		5
23-Jul-10	SCC Streetforce	e-mail	Street cleaning and planters in High Green		10-Aug-10		6
23-Jul-10	SCC Streetforce	e-mail	Various - Lane End		10-Aug-10		7
23-Jul-10	SCC	e-mail	Free swimming lessons		10-Aug-10		8
23-Jul-10	Friends of Chap & H/Green Parks	e-mail	Chapelton Park		10-Aug-10		9
27-Jul-10	Resident	email	Re meeting with Planning Cttee 10.8.10		10-Aug-10		10
27-Jul-10	Resident, Burncross	email	Further complaints re 235 Burncross Road		10-Aug-10		11
04-Aug-10	Resident	e-mail	Hot food takeaway at 235 Burncross Road		10-Aug-10		12
27-Jul-10	Ecclesfield Scrubbers	email	Litter pick in Ecclesfield Park 21.8.10		10-Aug-10		13
28-Jul-10	SYLTE	letter	Draft Transport Strategy 2011-26		10-Aug-10		14
29-Jul-10	Sheffield Futures	email	Fire Service Awareness Day		10-Aug-10		15
30-Jul-10	SCC, Streetforce	email	Grit bin at Angram Road		10-Aug-10		16
30-Jul-10	SCC	email	Roadworks report No 764		10-Aug-10		17
03-Aug-10	SCC Streetforce	e-mail	Programmed Cway Resurfacing Aug-Sept 10		10-Aug-10		18
04-Aug-10	Cllr House	e-mail	Re works in Chapelton	02-Sep-10	10-Aug-10		19
06-Aug-10	SCC	e-mail	Roadworks Report 765		10-Aug-10		20
16 July 10	SCC	e-mail	Roadworks Report 762		10-Aug-10		21
9 Aug 10	Sheffield Futures	e-mail	Ecclesfield Park Fun Day 14 August 2010		10-Aug-10		22
10 Aug 10	Resident	e-mail	Query re tree in garden		10-Aug-10		23

**MINUTES OF THE STAFFING SUB COMMITTEE MEETING HELD
16 AUGUST 2010**

Present: Chairman: Dr J C Bowden
Councillors: Ms V M Bowden, Mrs D Fearnley, Mr N Garratt

Apologies for absence were received from Cllrs Mr J Jones, Mr C Taylor and Mr G Weatherall and the reasons for absence were accepted by the Committee

MINUTES	ACTION
<p><u>MINUTE NO.2.</u> <u>THIS COMMITTEE IS TO:-</u></p> <ul style="list-style-type: none"> § (a) Consider the further advice received from YLCA and NALC regarding the appointment of the New Clerk. § (b) Consider the interview notes and interview scoring system. § (c) Make a decision upon the appointment of the Parish Clerk. <p>Members discussed the e-mails received from YLCA and NALC, who had given advice regarding the applications received and the interview process. Members considered the interview notes and interview scoring system for all of the applicants. YLCA and NALC agreed that the Committee had undertaken a fair and reasonable short listing and interviewing process.</p> <p>Members agreed that the appointment of the new Clerk be made to Mrs Viji Sivalingham and that all applicants be contacted by the Chairman of the Staffing Sub-Committee, thanking them for applying for the post and informing them of the reasons for the appointment.</p> <p>Members agreed that the new Clerk be appointed on point 35 on the Local Council salary scale, for 25 hours per week, salary to be reviewed after a six months' probationary period.</p> <p>The Administration Officer was asked to enquire from South Yorkshire Pensions whether previous Local Government Service would count and other issues regarding the transfer of current pension service.</p>	<p>Chair of the Committee to contact all applicants.</p> <p>Letters to be sent out to the successful applicant giving details of terms and conditions.</p> <p>Administration Officer to contact South Yorkshire Pensions.</p>