

**To all Members of the Parish Council**

**SUMMONS**

23 February 2012

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 March 2012.

**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.**

**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 2 February 2012 (Pgs: 1-3 and Appendix A)
5. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 2 February 2012 (Pgs: 6-7 & Appends A & B)
6. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 14 February 2012 (Pg: 10-12 & Appends A & B).
7. To approve the Minutes of the Finance & Premises Committee meeting held 16 February 2012 (Pgs: 15-16 & Appendix A) and to approve the recommendations contained therein.
8. To approve a verbal report from the Environmental Planning & Employment Committee meeting held 1 March 2012.

9. **Northern Community Assembly**  
Items to be considered at the Northern Assembly and Parishes Partner Panel
10. **Representative on the South Yorkshire Branch of YLCA**  
To receive feedback from Councillor Mr A Bainbridge on the recent meeting that he attended of the YLCA South Yorkshire Branch meeting.
11. **Financial Regulations** – To consider and amend the Financial Regulations
12. **Correspondence** – Items requiring a decision or response
13. **Accounts** – To approve the accounts presented for payment
14. **Local Events**

Yours faithfully

G Kress

Mrs G Kress  
Administration Officer

**MINUTES OF THE PARISH COUNCIL MEETING HELD**  
**2<sup>ND</sup> FEBRUARY 2012**

**Present :** Chairman Cllr J Jones  
**Councillors:** H House, Dr J C Bowden, J Housley, G Oxley, B Granger  
Ms V M Bowden, G Weatherall, A Hooper, Ms S Constance  
Mrs D Fearnley, A Bainbridge, Mrs K Granger, B Edley

Apologies for absence were received from Cllr D Pepper and the reason for absence was approved by the Council.

**144. To receive any amended declarations of interest from members**

There were none received.

**145. To receive any declarations of personal and/or prejudicial interest from members of the council on items to be discussed at this meeting**

Cllr Mr G Oxley declared an interest in minute No. 95 in the Finance minutes of 19 January 2012, approval of quote from Roy Smith Garden Services, as Mr Smith is known to him personally.

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

There were none identified.

**147. To approve the Minutes of the Parish Council meeting held 5<sup>th</sup> January 2012**

**Resolved Unanimously**

That the minutes be approved as a correct record of the meeting.

**148. To approve the Minutes of the Environmental Planning and Employment Committee meeting held 5<sup>th</sup> January 2012**

**Resolved Unanimously**

That the minutes be approved as a correct record of the meeting.

**149. To approve the Minutes of the Environmental Planning and Employment Committee meeting held 17<sup>th</sup> January 2012**

**Resolved Unanimously**

That the minutes be approved as a correct record of the meeting.

**150. To approve the Minutes of the Finance & Premises Committee meeting held 19<sup>th</sup> January 2012 and to approve the recommendations contained therein**

Cllr Mr G Oxley declared an interest in minute No. 95 in the Finance minutes of 19 January 2012, approval of quote from Roy Smith Garden Services as Mr Smith is known to him personally.

**Resolved Unanimously**

That the minutes be approved as a correct record of the meeting.

Cllr Mr B Edley requested that all the items on his report discussed at the Finance meeting on the 19 January be discussed and considered further as an agenda item for the Finance meeting on the 19 April 2012.

Cllr Edley's report to be placed on the April Finance agenda

**151. To approve a verbal report from the Environmental Planning & Employment committee meeting held 2<sup>nd</sup> February 2012**

**Resolved Unanimously**

That the verbal report be received.

**152. Northern Community Assembly**

Items to be considered at the Northern Assembly and Parishes Partner Panel  
Cllr Mr A Hooper updated members on the last meeting held on the 20 January 2012. The minutes from this meeting are available for Councillors to view on the secure area of the website. Cllr Hooper confirmed that Paul Gordon at Sheffield City Council is looking into the ownership of the site at Junction 35 of the M1, the area used by car sharers, which Cllr Oxley had highlighted as an area that needs to be resurfaced to enable cars to be parked, as he felt it important that car sharers be encouraged.

**153. Representative on the South Yorkshire branch of YLCA**

To consider correspondence received from YLCA regarding attendance of Sheffield City Regions at the South Yorkshire meetings and to appoint a representative to attend meetings on behalf of Ecclesfield Parish Council.

**Resolved Unanimously**

That Cllr Mr A Bainbridge be appointed as Ecclesfield Parish Council representative on the South Yorkshire Branch of YLCA. Cllr Bainbridge was given the agenda and papers for the meeting on the 18 February 2012 at Aston cum Aughton.

**154. Correspondence**

Items requiring a decision or response

**Item 3** – Meeting with residents Wheel Lane – the meeting regarding traffic is to take place on the 7 February 7.00pm to 8.30pm at Whitley Cricket Club.

**Item 11a and 11b** – High Green Development Worker – information has been received from Northern Community Assembly regarding funding for the above post.

**Item to be added to the agenda for the next Finance meeting**

**Item 28** – Stocksbridge Town Council – Parish Panel minutes. The Clerk at Stocksbridge had enquired whether it would be suitable to invite Lee Adams from Sheffield City Council to the next Parish Panel meeting to be held at Ecclesfield Parish Council offices on the 30 March 2012 to discuss with members the Code of Conduct and Standards Committee. It was agreed that Lee Adams should be invited along with the three Standards Board representatives from the Parish and Town Councils.

**Contact Teresa Bissat to request that Lee Adams be invited**

**Item 30** – A resident has asked if she could attend one of our Council meetings to discuss opening a Credit Union, a charity shop and launderette in the pet shop on Greengate Lane, which is due for re-letting. It was agreed that she be invited to attend the mid month planning meeting to inform members of her proposals.

**Resident to be invited to Planning meeting 14 February 2012**

**Item 41** – Future support from SCC for In Bloom Groups – Cllr Mr G Weatherall declared an interest in this item of correspondence.

Cllr House has written to the Bloom, Education and Environment Team with regard to stopping the financial support of the BEE team to the In Bloom Groups. Following discussion it was agreed that a letter be sent from Ecclesfield Parish Council in

support of the In Bloom Groups, acknowledging the many hours of voluntary work carried out by these groups within the Parish. The voluntary groups attract a lot of match funding to the City, which also helps to support the activities of a large number of committed groups. Stocksbridge Town Council have confirmed that they will not be taking part in the competition this year due to the lack of funding from Sheffield City Council, but the group will still continue with their work.

**Letter of support to be sent to the BEE team**

**Item 45** – Chapelton Update – Cllr House informed the Council that he had received an e-mail from Sheffield City Council regarding the estimated costs for the rework of the roundabouts in Chapelton – this has increased significantly from the quote received in 2009 and would use up a large proportion of the total TLDC budget. He has replied to Sheffield City Council stating his concerns and has also requested a breakdown of the costs to be incurred. Cllr Weatherall has also responded to Sheffield City Council agreeing with these concerns.

### **155. Accounts**

To approve the accounts presented for payment

**Resolved Unanimously** that the accounts listed below be approved for payment.

<b>Payable to</b>	<b>Amount</b>	<b>Payment details</b>	<b>Payment made under</b>
AOL January 2012	£22.36	Internet fee	LG Act 1972 S111
Sheffield City Council	£513.00	Rates on both buildings	LG Act 1972 S111
Hi-Point Scaffolding	£85.04	Hire period 1.12.2011 to 31.12.2011	LG Act 1972 S111
Rockingham Trophies	£59.25	Name badges for Councillors	LG Act 1972 S111
HMRC	£600.00	Reimburse overclaimed VAT re Cupola Lane	LG Act 1972 S111
NALC	£108.00	Annual Subscription	LG Act 1972 S111
Firecrest UK Ltd	£117.93	Repair to fault on fire alarm	LG Act 1972 S111
Hulberts	£54.00	Repair to faulty washer on tap	LG Act 1972 S111
Intoprint	£362.42	Printing of 2012 finance leaflets	LG Act 1972 S111
AOL February 2012	£22.36	Internet fee	LG Act 1972 S111
BOS Office Supplies	£149.52	Stationery items	LG Act 1972 S111
Hi-Point Scaffolding	£85.04	Hire period 1.1.12 to 31.1.12	LG Act 1972 S111

### **156. Local Events**

Cllr Mr J Jones reported on the retirement party provided by South Yorkshire Police for PC Peter Booth in January 2012 to which Councillors and staff had been invited. Peter is now employed by Ecclesfield School as Student Support Officer and is settling in well.

COUNCIL CORRESPONDENCE – 2 FEBRUARY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
06-Jan-12	Peak District National Park	e-mail	Villages and Communities together	02-Feb-12			1
09-Jan-12	NCA	e-mail	Ecclesfield Park Sessions	02-Feb-12			2
19-Jan-12	NCA	e-mail	Conf of mtg residents on Wheel Lane	02-Feb-12			3
19-Jan-12	NCA	e-mail	East Peak January update	02-Feb-12			4
23-Jan-12	NCA	e-mail	Letter to Supt Male	02-Feb-12			5
24-Jan-12	NCA	email	Letter to SYPolice from Safety Group	02-Feb-12			6
24-Jan-12	NCA	email	Survey of Residents 2011	02-Feb-12			7
27-Jan-12	NCA	e-mail	Meet the cabinet community event	02-Feb-12			8
30-Jan-12	NCA	e-mail	High Green & Chap Comm Safety Group	02-Feb-12			9
31-Jan-12	NCA	e-mail	Agenda for jt mtg with NCA and Parishes	02-Feb-12			10
01-Feb-12	NCA	e-mail	Meet the Cabinet - change of venue	02-Feb-12			11
02-Feb-12	NCA	e-mail	High Green Development Worker	02-Feb-12			11a
02-Feb-12	NCA	e-mail	PCT Response re High Green Development Worker	02-Feb-12			11b
<del>06-Jan-12</del>	<del>YLCA</del>	<del>e-mail</del>	<del>The Queens Diamond Jubilee Beacons</del>	<del>02-Feb-12</del>		<del>19-Jan-12</del>	<del>12</del>
10-Jan-12	YLCA	e-mail	Information note	02-Feb-12			13
16-Jan-12	YLCA	e-mail	South Yorks Branch meeting papers	02-Feb-12	<b>Agenda item 14</b>		
31-Jan-12	YLCA	e-mail	White Rose Update	02-Feb-12			15
12-Jan-12	SLCC	e-mail	CPD Courses	02-Feb-12			16
13-Jan-12	Peak District Sharon Batty	e-mail	School academies meetings in the area	02-Feb-12			17
13-Jan-12	Peak District Sharon Batty	e-mail	Visit to the archives	02-Feb-12			18
16-Jan-12	NALC	e-mail	DIS Extra 775	02-Feb-12			19
16-Jan-12	Royal Mail	letter	Delivery service	02-Feb-12			20
16-Jan-12	South Yorks Fire & Rescue	e-mail	Fire Service Consultation	02-Feb-12			21
16-Jan-12	SCC	letter and docs	Sheffield Development Framework	02-Feb-12			22
19-Jan-12	Historic Towns Forum	email	Culture, Heritage, Tourism	02-Feb-12			23

COUNCIL CORRESPONDENCE – 2 FEBRUARY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
20-Jan-12	Lee Adams Deputy Chief Exec SCC	e-mail	Changes to Standards Regime in Local Gov	02-Feb-12			24
23-Jan-12	Cllr Pepper	e-mail	Resp re Paces Event	02-Feb-12			25
23-Jan-12	Sheffield Futures SCC	e-mail	Invitation to att Cons event re Budgets	02-Feb-12			26
24-Jan-12	Sheffield Futures	email	RAY, Chapeltown Library 9 Feb 12	02-Feb-12			27
24-Jan-12	Stocksbridge TC	email	Parish Panel minutes 20.1.12	02-Feb-12			28
24-Jan-12	Stocksbridge TC	email	Info re Parents Assembly	02-Feb-12			29
24-Jan-12	Resident	email	Local charity shop - request to see Cllrs	02-Feb-12		16-Feb-12	30
25-Jan-12	SYFAB	e-mail	Funding news 24.1.12	02-Feb-12			31
25-Jan-12	St Mark's Church	booklet	Grenoside News	02-Feb-12			32
25-Jan-12	Foys Solicitors	e-mail	Response re Chapeltown Baths	02-Feb-12			33
26-Jan-12	Sharon Batty Peak District	e-mail	Village and Communities together project	02-Feb-12			34
26-Jan-12	Friends of Peak District	e-mail	E Newsletter January 2012	02-Feb-12			35
26-Jan-12	Historic Towns Forum	e-mail	Understanding localism	02-Feb-12			36
30-Jan-12	South Yorkshire Rural Network	e-mail	Free support for community groups	02-Feb-12			37
30-Jan-12	Sharon Batty (Peak District)	e-mail	Meet the cabinet community event	02-Feb-12			38
30-Jan-12	PACES	e-mail	February Newsletter	02-Feb-12			39
30-Jan-12	NALC	e-mail	DIS Extra 776	02-Feb-12			40
30-Jan-12	Cllr House	e-mail	Future supp from Bloom, Edu and Env	02-Feb-12			41
31-Jan-12	Shield Estates	email	Update on sale of DCC	02-Feb-12			42
01-Feb-12	Employment Law Advisory	e-mail	Employment Law Update	02-Feb-12			43
02-Feb-12	Paul Gordon	e-mail	Community Infrastructure Levy	02-Feb-12			44
02-Feb-12	Cllrs House and Weatherall	e-mail	Chapeltown update	02-Feb-12			45

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 2<sup>ND</sup> FEBRUARY 2012**

**Present:** Chairman Cllr H House  
**Councillors** Mrs D Fearnley, A Hooper, Mrs K Granger, B Granger,  
Dr J C Bowden, A Bainbridge, J Jones  
**In attendance:** Mrs G Kress, Administration Officer

Apologies for absence were received from Cllr D Pepper and the reason for absence was approved by the committee

**108. To receive any amended declarations of interest from members**

There were none received.

**109. To receive any declarations of personal and/or prejudicial interest from members on items to be discussed at this meeting**

There were none received.

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

There were none identified.

**111. Planning Proposals for consideration**

Five plans had been received for consideration as per the planning schedule. No objections had been received by the Committee to any of the plans and there were no objections on the City Council website, therefore the Committee requested that a letter be sent to the Head of Planning at Sheffield City Council to this effect.

**Letter to HOP at SCC**

**112. Licence Applications**

None received to date

**113. To receive an update on Thorpe Hesley Tip from Mr Tinnion from Recycoal**

Mr Tinnion was not present at the meeting and the Committee therefore requested that this item be placed on the mid-month Planning agenda on the 14 February 2012 and that Mr Tinnion be invited to attend to give an update.

**Mr Tinnion to be invited to next Planning meeting.**

**114. Correspondence**

To consider items requiring a reply or response

**Item 6** – Response from Licensing Department regarding the Players Lounge. Since our letter was sent to the Licensing Department, officers from the Licensing Department have monitored the premises on several occasions. Some issues were raised with the management of the premises and all issues have been rectified. Our complaints have also been passed to the Environmental Protection Service, Planning and South Yorkshire Police.

**Item 7** – The Gambling Act 2055 Consultation – Statement of Principles (Policy) The City Council will be commencing a Public Consultation process, which will continue for a twelve week period. They are asking if there is anything:-



- § You feel was missing from the current Statement of Principles (Policy)
  - § That you would like removing
  - § Anything in particular that you would like to see in the new policy document.
- Members noted correspondence received.

**Item 9** – Resident on King Street requesting consideration be given to:-

- § Implementing a parking permit scheme for residents of King Street and
- § Applying yellow lines to the turning point at the top of the street

Cllr Hooper stated that this is a long-standing issue and suggested that the letter be referred to the Northern Community Assembly for any appropriate action to be taken.

**Resolved Unanimously** that:-

- § The item is to be referred to the Northern Community Assembly for further action and that a response be sent to the resident informing them of this.

**Letter to be sent to Northern Community Assembly**

Members noted other items of correspondence received.

<b>PLANNING LIST – 2 FEBRUARY 2012</b>						
<b>PLAN NO/ RESPOND BY</b>	<b>FUL/ OUT</b>	<b>PLANNING OFFICER</b>	<b>PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS</b>	<b>COMMENTS</b>	<b>PARISH COUNCIL OBSV'S &amp; DEC'S</b>	<b>COMM. DATE</b>
12/00120 06-Feb-12	FUL	E PARKER Rec. 17.1.12	2 GRENOBANK ROAD, SHEFFIELD S35 8NW DEMOLITION OF CONSERVATORY, ERECTION OF A SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE AND PROVISION OF A RAISED DECKED AREA TO THE REAR	N/CONSULTED	NO OBJECTIONS	02-Feb-12
12/00141 07-Feb-12	FUL	S HALLAM Rec. 20.1.12	46 LOUND SIDE, SHEFFIELD S35 2UR SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE WITH ROOFLIGHTS	N/CONSULTED	NO OBJECTIONS	02-Feb-12
11/03975 08-Feb-12	FUL	E PARKER Rec. 20.1.12	2 ST MICHAEL'S CLOSE, SHEFFIELD S35 9YG TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE INCLUDING GARAGE	N/CONSULTED	NO OBJECTIONS	02-Feb-12
12/00119 09-Feb-12	FUL	P JESSOP Rec. 23.1.12	14 HEYHOUSE WAY, SHEFFIELD S35 3AP ERECTION OF A REAR CONSERVATORY	N/CONSULTED	NO OBJECTIONS	02-Feb-12
12/00199 13-Feb-12	FUL	P JESSOP Rec. 26.1.12	31 EAGLETON DRIVE, SHEFFIELD S35 4DS FIRST FLOOR SIDE/REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	02-Feb-12

PLANNING CORRESPONDENCE – 2 FEBRUARY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
20-Jan-12	Peak District	email	Community Green Technology Workshop		02-Feb-12		1
20-Jan-12	PSMA	e-mail	January Newsletter		02-Feb-12		2
20-Jan-12	SCC	e-mail	Roadworks Report 841		02-Feb-12		3
30-Jan-12	SCC	e-mail	Roadworks Report 842		02-Feb-12		4
30-Jan-12	SCC Streetforce	e-mail	Roadworks at Station Rd Jct Arundel Rd		02-Feb-12		5
20-Jan-12	SCC Licensing Department	letter	Response re Players Lounge Yew Lane		02-Feb-12		6
23-Jan-12	SCC Licensing Department	e-mail	The Gambling Act 2005 Consultation		02-Feb-12		7
25-Jan-12	LDP Planning	e-mail	Developing your neighbourhood dev plan		02-Feb-12		8
26-Jan-12	Resident	e-mail	Parking permit scheme King Street		02-Feb-12		9
26-Jan-12	Trevor Bagshaw	e-mail	Works on A61 Grenoside		02-Feb-12		10
31-Jan-12	YLCA	e-mail	Neighbourhood Planning Workshops		02-Feb-12		11
02-Feb-12	SCC	e-mail	Roadworks Report 843		02-Feb-12		12

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 14<sup>th</sup> FEBRUARY 2012**

**Present:** Chairman Cllr H House  
**Councillors** Mrs D Fearnley, A Hooper, Mrs K Granger, B Granger,  
Dr J Bowden, A Bainbridge, J Jones  
**In attendance:** Mrs G Kress, Administration Officer

Apologies for absence were received from Cllr D Pepper and the reason for absence was approved by the committee

**115. To receive any amended declarations of interest from members**

There were none received.

**116. To receive any declarations of personal and/or prejudicial interest from members on items to be discussed at this meeting**

There were none received.

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

There were none identified.

**118. Planning Proposals for consideration**

Two plans had been received for consideration as per the planning schedule. No objections had been received by the Committee to either of the plans and there were no objections on the City Council website, therefore the Committee requested that a letter be sent to the Head of Planning at Sheffield City Council to this effect.

**Letter to HOP at SCC**

**119. Licence Applications**

There were none received.

**120. To receive an update on Thorpe Hesley Tip from Mr Tinnion from Recycoal**

Mr Brian Tinnion from RecyCoal Waste Coal Solutions, attended the meeting to report on his company's progress with their proposed plans for the Hesley Wood Site. He gave detailed information about the company and the timeframe for the whole process and stated that it will approximately be a three-year process, starting with the planning process, which could take approximately 28 weeks. The Company hope to be on site this time next year.

He reported that the company are very conscious of the potential effects of the works on neighbouring properties and will do their utmost to ensure that the works cause minimum effect, and have already been in touch with the Ecology Department at Sheffield City Council to discuss their plans for the site.

At present they are in the process of visiting various groups; for instance the Northern Community Assembly, the Scout Group, Parish and Town Councillors to put forward their proposals. They will formulate a consultation process in order that the residents of neighbouring properties will be kept informed. There will be a public meeting so that residents and all interested parties will be able to see what work is

proposed and how the site will be landscaped with new woodland and scrub planting, creation of dry grassland and wetland and retention of existing ancient woodland and the provision of a network of footpaths for public access and recreation.

The Company will be responsible for the site in the long term with a 5-year aftercare programme. Mr Tinnion reported that following work on a similar site in Mansfield, the site had subsequently been transferred to a Wildlife Trust.

**121. To receive a report from a resident regarding her proposal for a Credit Union, Launderette and Charity Shop on Greengate Lane, High Green**

Mrs Greaves, who is a Community Evangelist working at St Saviours Church in High Green attended the meeting to inform the Councillors of her proposal to open a Charity shop, credit union and a launderette at the site of the pet shop on Greengate Lane, which is due for re-letting by the City Council.

She stated that she is going to commence a feasibility study to assess the needs of the residents of the Parish to ascertain whether this would be a viable proposition. She has consulted with Margot Jackson at the PCT with regard to the Credit Union, spoken to other charity shops and also enquired about the cost of equipment for the launderette.

Cllr Jones advised Mrs Greaves to contact the Chamber of Commerce with regard to advice on how to produce a business plan and also the feasibility study for the project. He also advised her to contact the South Yorkshire Funding Advice Bureau to see whether they know of any grants suitable for funding this type of project, as the Parish Council are unable to financially support the Church or businesses. Councillors also suggested the South Yorkshire Community Foundation as a source of advice. Cllr Jones thanked Mrs Greaves for attending the meeting to update the Council and it was agreed that contact details be sent to Mrs Greaves for the various sources of information.

**Advice details to be sent to Mrs Greaves**

**122. Correspondence**

To consider items requiring a reply or response

Members noted correspondence received and in particular:-

**Items 2 and 3 – Chapelton Baths** request for a key box on the building, members considered this request and were happy for this to be done following consideration by the Finance Committee on the 16 February. It was decided that if the Finance Committee were also in agreement a simple response could be sent to the Baths to this effect.

**Item 4 – David Chadwick Centre** – The proposed purchaser has confirmed that he will be submitting his plans to Sheffield City Council in the near future.

**Item 8 – NCA – Parish Priorities** – Cllr Hooper stated that he is trying to pull together a Parish Plan. Areas identified as a priority are:-

- § Chapelton Baths
- § Thorncliffe Feasibility Study
- § High Green Development Worker
- § Thriving Districts

- § In Bloom Groups
- § Parks Groups
- § Young People
- § Old People
- § Safer Neighbourhoods

This item is also on the correspondence list for the Finance Committee meeting on the 16 February for consideration and a response needs to be sent to the Northern Community Assembly by Friday 17 February.

Cllr Hooper agreed to present his ideas regarding a Parish Plan at a future Council meeting – date still to be agreed.

**Item 10 – Waste ground parking in Chapeltown** – Cllr House reported that the work had been carried out by the In Bloom Group in an attempt to tidy up the land. Cllr House is going to contact the resident and meet with him on site to address his concerns.

<b>PLANNING LIST – 14 FEBRUARY 2012</b>						
<b>PLAN NO/ RESPOND BY</b>	<b>FUL/ OUT</b>	<b>PLANNING OFFICER</b>	<b>PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS</b>	<b>COMMENTS</b>	<b>PARISH COUNCIL OBSV'S &amp; DEC'S</b>	<b>COMM. DATE</b>
<b>12/00046</b> 15-Feb-12	<b>FUL</b>	<b>E PARKER</b> Rec 30.1.12	<b>2A TOPSIDE, GRENOSIDE</b> RAISING OF ROOF HEIGHT OF EXISTING GARAGE/UTILITY ROOM TO SIDE OF DWELLING	<b>N/CONSULTED</b>	<b>NO OBJECTIONS</b>	14-Feb-12
<b>12/00066</b> 13-Feb-12	<b>FUL</b>	<b>F KHALIL KHAN</b> Rec 30.1.12	<b>390 WHITLEY LANE, GRENOSIDE</b> SINGLE STOREY REAR/SIDE EXTN, RAISING PART EXISTING ROOF HEIGHT TO MAIN ROOF HEIGHT LEVEL TO FORM ADDL LIVING ACCOM AT FIRST FLOOR LEVEL ALTS & EXTN TO OUTBLDGS/CARPORT TO FORM DET. GARAGE FOR STORAGE 4 VEH & GARDEN MACHINERY	<b>N/CONSULTED</b>	<b>NO OBJECTIONS</b>	14-Feb-12

PLANNING CORRESPONDENCE – 14 FEBRUARY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
06-Feb-12	NCA	e-mail	Chapelton update		14-Feb-12		1
07-Feb-12	Duncan Walker Chapelton Baths	e-mail	Query re key safe at baths		14-Feb-12	16-Feb-12	2
08-Feb-12	Zurich Insurance	e-mail	Response re key safe at baths		14-Feb-12	16-Feb-12	3
08-Feb-12	Mike Shield	e-mail	Update on DCC sale		14-Feb-12	16-Feb-12	4
09-Feb-12	Sheffield Environment Weeks	email	Forthcoming events		14-Feb-12		5
10-Feb-12	Rural Action Yorkshire	e-mail	The Localism Act and support for groups		14-Feb-12	16-Feb-12	6
10-Feb-12	SCC	e-mail	Roadworks Report 844		14-Feb-12		7
10-Feb-12	Marika Puglisi	e-mail	NCA Survey results		14-Feb-12	16-Feb-12	8
10-Feb-12	Cllr Hooper	e-mail	Lifewise visit to see in 2 Change Project		14-Feb-12		9
13-Feb-12	Resident in Chapelton	e-mail	Waste ground parking Chapelton		14-Feb-12		10
13-Feb-12	Ecclesfield Conservation Group	e-mail	Ecclesfield Interpretation Board		14-Feb-12	16-Feb-12	11
13-Feb-12	Friends of Chapelton Park	poster	Nature watch event 25 Feb 2012		14-Feb-12		12
13-Feb-12	PSMA	e-mail	User group elections - call for nominations		14-Feb-12		13
13-Feb-12	South Yorcs Police	e-mail	Police cadets programme		14-Feb-12		14



**MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING**  
**HELD 16<sup>TH</sup> FEBRUARY 2012**

**Present:** Chairman: Cllr D Pepper  
**Councillors:** Ms V Bowden, J Housley, G Weatherall, B Edley,  
Ms S Constance, Dr J Bowden as substitute for G Oxley  
**In attendance:** Mrs G Kress, Admin. Officer

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

**99. To receive any amended declarations of interest forms from members**

Cllr Pepper declared an interest in Correspondence item 24.

**100. To receive any declarations of personal and/or prejudicial interest from members on items to be discussed at this meeting**

Cllr Pepper declared an interest in Correspondence item 24.

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

There were none identified.

**102. Financial Reports**

To consider the Clerk's reports

The Clerk's reports were examined and noted by the Committee.

**103. To consider correspondence received from the Northern Community Assembly regarding the level of contribution from the NCA and NHS Sheffield towards the jointly funded salary of the High Green Development Worker and to approve the amount of contribution from Ecclesfield Parish Council for the year 2012/2013**

Following confirmation received from the Northern Community Assembly and also Sheffield PCT of the level of their contributions for the year 2012/13 towards the joint funding of the salary for the High Green Development Worker members:-

**Recommended Unanimously that:-**

§ An amount of £7,000 (which is the same level of financial support paid in the previous two years) be paid by Ecclesfield Parish Council towards the joint funding of this post (not to be released until the final contribution levels are confirmed). It was noted that it is proposed by the Northern Community Assembly that his role will cover the whole of the Assembly area in the future rather than just High Green.

**104. Examination of Financial Transactions**

Members examined the financial transactions and approved bills received for payment, and the current up to date Imprest Account expenditure sheet was signed by the Chairman of this Committee. The Chairman of the Council was not present at the meeting and therefore will sign the form at the March Council meeting.

**105. Correspondence**

Some items of correspondence were received for information only, items listed below require action.

**Item 1** – Sage Payroll – P60 forms have been requested from HMRC.

**Item 2- SYPA** – Changes in contracting out rebates – Members noted information received. The Sage payroll system should take account of any changes.

**Item 5 – Jubilee Bonfire** – A request had been received from the Grenoside Scout Group regarding a Jubilee Beacon on the 4 June. As the Parish Council has already responded to the Queen’s Pageantmaster to say that the Parish Council will not be lighting any beacons, the Committee requested that a letter be sent, following the next Council meeting, to the Scout Group to say that the Parish Council are happy for them to take the lead in organising this event. The Committee also requested that information regarding the possibility of a grant towards this event be included in the letter.

**Letter to be sent after Council**

**Items 6 and 7 – Key safe at Chapeltown Baths** – A request had been received from Chapeltown Baths for a key box to be placed on the building. As this would have no bearing on the Insurance of the Parish Council and the matter had been considered by members of the Planning Committee and members of the Finance Committee all were happy that a response be sent to the Baths to say that the Parish Council are happy for them to proceed.

**E-mail to be sent to Chapeltown Baths**

**Item 11 – NCA Parish Priorities** – This item had been discussed at the Planning meeting on the 14 February and priorities had been identified, the Finance Committee agreed with the priorities. It was agreed that Cllr Hooper would contact the Northern Community Assembly and inform them of the Parish Priorities as these were required urgently.

**Cllr Hooper to contact the NCA**

**Item 12 – British Telecom Bills** – Members noted the recent reduction in the cost of the telephone bills and members considered correspondence received regarding the cost of the third telephone line for the Fax Machine and the options available. It was therefore:-

**Recommended Unanimously that**

- § As the fax machine had a handset, it could be used as a joint phone/fax on line 2 and therefore the third telephone line could be disposed of with a saving of approximately £68.00 per quarter.
- § British Telecom Bills be paid by direct debit in the future.

**Admin Officer to contact British Telecom**

**Items 13-17 – Thank you for Christmas grants from Schools** – Members noted that responses had now been received from all the schools following our letter requesting information on how the grant had been spent.

**Item 21 – YLCA – Section 137 Expenditure** – Members noted the new limit for 2012/13 of £6.80 per capita, the current level being £6.44 per capita, Ecclesfield Parish Council Section 137 payments are well below this level.

**Item 24 – First Aid Kit** – Cllr Pepper provided information with regard to the current HSE guidelines for first aid that we needed to be made aware of and also cleaning materials used at the offices and community room. Cllr Pepper reported that the Company he has dealings with, would provide Ecclesfield Parish Council with a 50% reduction on the cost of the items. The Committee agreed this was a good idea and wanted to take it forward.

FINANCE CORRESPONDENCE – 16 FEBRUARY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
20-Jan-12	Sage Payroll	e-mail	Year end information			16-Feb-12	1
24-Jan-12	SYPA	email	Item for EPIC noticeboard			16-Feb-12	2
24-Jan-12	Resident	email	Local charity shop - request to see Cllrs	02-Feb-12		16-Feb-12	3
03-Feb-12	YLCA	e-mail	Advice note re Financial Management			16-Feb-12	4
06-Feb-12	Grenoside Scout Group	e-mail	Jubilee Bonfire			16-Feb-12	5
07-Feb-12	Duncan Walker Chapeltown Baths	e-mail	Query re key safe at baths		14-Feb-12	16-Feb-12	6
08-Feb-12	Zurich Insurance	e-mail	Response re key safe at baths		14-Feb-12	16-Feb-12	7
08-Feb-12	SYFAB	e-mail	Funding news 6.2.2012			16-Feb-12	8
08-Feb-12	Mike Shield	e-mail	Update on DCC sale		14-Feb-12	16-Feb-12	9
10-Feb-12	Rural Action Yorkshire	e-mail	The Localism Act and support for groups		14-Feb-12	16-Feb-12	10
10-Feb-12	Marika Puglisi	e-mail	NCA Survey results		14-Feb-12	16-Feb-12	11
10-Feb-12	Cllr Pepper	e-mail	Response re Telephone Bill comparison			16-Feb-12	12
10-Feb-12	Greengate Lane Primary School	letter	Thank you for grant			16-Feb-12	13
10-Feb-12	Grenoside Community Primary School	letter	Thank you for grant			16-Feb-12	14
13-Feb-12	Lound Junior School	letter	Thank you for grant			16-Feb-12	15
13-Feb-12	Ecclesfield Primary School	letter	Thank you for grant			16-Feb-12	16
13-Feb-12	St Mary's Catholic Primary School	letter	Thank you for grant			16-Feb-12	17
13-Feb-12	Ecclesfield Conservation Group	e-mail	Ecclesfield Interpretation Board		14-Feb-12	16-Feb-12	18
14-Feb-12	South Yorks Fire & Rescue Authority	e-mail	Council tax consultation			16-Feb-12	19
14-Feb-12	South Yorks Police Authority	e-mail	Police Cadets Programme		14-Feb-12	16-Feb-12	20
14-Feb-12	YLCA	e-mail	Section 137 Expenditure limit			16-Feb-12	21
14-Feb-12	Black Rock Investments	booklet	Charinco Common Investment Fund			16-Feb-12	22
15-Feb-12	SYFAB	e-mail	Funding news 14.2.2012			16-Feb-12	23
16-Feb-12	Cllr Pepper	e-mail	First Aid Kit			16-Feb-12	24
16-Feb-12	Cllr Pepper	e-mail	Phone lines and fax machine			16-Feb-12	25
16-Feb-12	SYPA	e-mail	Employee Contribution Pay Bands April 2012			16-Feb-12	26