

**To all Members of the Parish Council**

**SUMMONS**

31 May 2012

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at 7.30 pm on Thursday 7 June 2012 at the Council Offices, Mortomley Lane, High Green.

**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 Annual Parish Council meeting held 10 May 2012 (Pgs: 3-8 & Appendix A)
5. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 10 May 2012 (Pgs: 13-14 & Appends A & B)
6. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 22 May 2012 (Pgs: 18-19 & Appends A & B)
7. To approve the Minutes of the Finance & Premises Committee meeting held 24 May 2012 (Pgs: 22-26 & Appendix A) and to approve the recommendations contained therein.
8. To receive a verbal report from the Environmental Planning & Employment Committee meeting held 7 June 2012

9. **NORTHERN COMMUNITY ASSEMBLY**  
Items to be considered at the Northern Assembly and Parishes Partner Panel meeting.
10. **CORRESPONDENCE** – Items requiring a decision or response
11. **ACCOUNTS** – To approve the accounts presented for payment
12. **LOCAL EVENTS**

Yours faithfully

D Morton

D J Morton  
Clerk and Financial Officer

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING  
HELD 10<sup>th</sup> MAY 2012

Present: Chairman: Cllr D Pepper

Councillors: H House, Dr J Bowden, G Oxley, J Housley, B Granger, Ms V Bowden, A Hooper, G Weatherall, J Jones, B Edley, Mrs K Granger, A Bainbridge, Mrs D Fearnley, and Ms S Constance

In attendance: Mr D J Morton, Clerk & Financial Officer, Mrs G Kress, Admin. Officer

13/01 Appointment of Chairman

**Resolved:** that Cllr Pepper be appointed Chairman for the ensuing municipal year.

Cllr Pepper said that he wished to thank his fellow colleagues for the work that they all carry out on behalf of the Parish as volunteers rather than paid Councillors. He also congratulated Cllr Ms S Constance on her recent election as a City Councillor.

He brought to the attention of the Council the fact that Cllr Oxley and Cllr Ms Bowden had worked as Councillors for 25 years, and Cllr Mrs Fearnley had worked as a Councillor for 21 years. He also gave his thanks to his wife for all her support during his time as a Councillor.

Cllr Pepper welcomed the new Clerk Mr David Morton as a member of staff at Ecclesfield Parish Council.

13/02 Chairman's Declaration of Acceptance of Office

Cllr Pepper executed the Declaration of Acceptance of Office as Chairman of the Parish Council.

13/03 Appointment of Vice Chairman

**Resolved:** that Cllr Housley be appointed as Vice Chairman for the ensuing municipal year.

13/04 Apologies for Absence

No apologies were received as all members were in attendance.

13/05 Amended Declarations of Interest

Cllr Ms Constance stated that she will submit an amended Declaration of Interest Form as she has now been elected as a City Councillor.

13/06 Declarations of Interest

Cllr Mrs Fearnley declared an interest in Finance Minute 110.3 Newgate Lunch Club.

13/07 Exclusion of Press and Public

No items were identified which required the exclusion of the press and public.

13/08 Appointment of Standing Committees and Sub-Committees

**Resolved:** that the following standing committees and sub committees of the Council be formed for the following year:-

- Environmental Planning & Employment Committee
- Finance & Premises Committee
- Staffing Sub Committee

The normal meeting arrangements shall apply namely:

- Planning committee meets twice a month,
- Finance and Premises committee meets once a month
- Staffing sub committee meets on an ad hoc basis.

13/09 Appointment of Members, Chairmen and Vice Chairmen of Committees and Sub-Committees

**Resolved:** that the following appointments be approved -

Environmental Planning Committee

Chairman:	Cllr Mr A Hooper	
Vice Chairman:	Cllr Mrs D Fearnley	
Councillors:	Cllr Mr H House	Cllr Mr J Jones
	Cllr Mrs K Granger	Cllr Mr B Granger
	Cllr Dr J C Bowden	Cllr Mr A Bainbridge
	Cllr Mr D Pepper (ex officio)	Cllr Mr J Housley (ex officio)

Finance/Premises Committee

Chairman:	Cllr Mr G Oxley	
Vice Chairman:	Cllr Mr J Housley (ex officio)	
Councillors:	Cllr Mr D Pepper (ex officio)	Cllr Ms V M Bowden
	Cllr Mr G Weatherall	Cllr Mr B Edley
	Cllr Ms S Constance	

It was agreed that the Chairman and Vice Chairman of the Staffing Sub-Committee be appointed at the next Finance Meeting and that the members of the Committee would remain the same.

13/10 Delegation of Authority

**Resolved:**

- that the Environmental Planning & Employment committee may make decisions on plans at meetings convened as necessary, normally twice per month; and
- that the powers be delegated to the Environmental Planning & Employment committee to submit a response, in August, to cover urgent items.
- that the Finance Committee has delegated powers to act upon urgent matters, in particular in this year if any community group wishes to apply for a grant towards Jubilee Celebrations.

13/11 Substitute Member Scheme for Committees

**Resolved:** that the substitute members' scheme for committees be continued.

13/12. Bank Signatories

- **Resolved:** that a) the name of the previous Clerk Mrs V Sivalingam be removed as a signatory on the Imprest Account, b) the name of the new Clerk Mr David Morton be added to the Imprest Account in addition to the existing signatory Mrs Gillian Kress c) Cllr Oxley and Cllr Housley are added as additional signatories on the General Account, and d) the names of the current signatories also be kept on that account.

13/13 Minutes of Council Meeting held on 5 April 2012

An addition to minute No 174 was noted to the effect that "the children from High Green School and High Hopes Drama Group being involved in the event".

**Resolved:** that with the above addition, the minutes of the Council meeting held on 5 April 2012 be confirmed as a true and accurate record of proceedings.

Cllr Hooper updated members on the current situation with regard to the Abolition of the Standards Board. At the present time we are still waiting for the City Council to state the way forward, for the time being the current arrangements will continue. It is hoped in the future that the two Parish Councils and one Town Council will adopt the same Code of Conduct.

13/14 Minutes of the Environmental Planning & Employment Committee meeting held on 5 April 2012

**Resolved:** that the minutes of the Environmental Planning & Employment Committee held on 5 April 2012 be confirmed as a true and accurate record of the proceedings.

13/15.Minutes of the Environmental Planning & Employment Committee meeting held on 17 April 2012

**Resolved:** that the minutes of the Environmental Planning & Employment Committee held on 17 April 2012 be confirmed as a true and accurate record of the proceedings.

13/16 Minutes of the Finance & Premises Committee meeting held 18 April 2012

**Resolved:** that the minutes of the Finance & Premises Committee held on 18 April 2012 be confirmed as a true and accurate record of the proceedings.

13/17 Verbal report from the Environmental Planning & Employment Committee meeting held 10 May 2012

Councillor House gave a verbal report on a meeting of the Environmental Planning and Employment Committee held on 10 May 2012.

**Resolved:** that the report of Councillor House be received.

13/18. To receive a report from the Annual Parish Meeting held on 10<sup>th</sup> May 2012 and to consider any resolutions passed at that meeting

Resolved Unanimously:-  
That the report be received.

13/19 Grenoside Exhibition Charity

**Resolved:**

- that a report from the Clerk on the general position of the charity be received
- the report from Cllr Pepper that following a meeting of the Advisory Body to the Trustees, five young people in Grenoside would be applying for a grant from the Charity be received
- that authority be delegated to the Clerk & Financial Officer, in consultation with the Chairman of Council and Chairman of the Finance Committee, to invest unallocated funds to enable a higher return to be achieved
- that the above issue be added to the Finance Agenda for May for further discussion.

13/20 Chairman's Allowance

**Resolved:** that the Chairman's Allowance for the ensuing year be fixed at £800.00 to enable the duties of the office to be performed.

13/21 Councillors Attendance Allowances

**Resolved:** that the earlier decision not to claim allowances be re-affirmed.

13/22 Representatives on Outside Bodies

**Resolved:** that the following representatives were appointed, subject to their approval –

<u>Body</u>	<u>Representative</u>
SCC Standards Board Committee	Cllr A Hooper
Northern Community Assembly/Parish Partner Panel	Cllrs H House and J Housley
Chapeltown Baths CB Ltd	Cllrs Ms V M Bowden and G Weatherall
Ann Reresby Trust	Cllr Mrs D Fearnley
Turies Charity	Cllr Dr J C Bowden
High Green/Chapeltown Community Safety Group	Cllrs Mrs D Fearnley and B Edley
Ecclesfield/Grenoside Community Safety Group	Cllrs Ms V M Bowden and G Weatherall
Grenoside Advisory Body	Cllr Mr D Pepper
Ecclesfield Charities	Mr C M Birkby
Y.L.C.A.	Cllr Mr A Bainbridge

13/23 Annual Return and Final Accounts for the year ended 31 March 2012

**Resolved:** that the Annual Return and Final Accounts for year ended 31 March 2012, as now presented by the Clerk & Financial Officer, be approved.

13/24 Northern Community Assembly

Items to be considered at the Northern Community Assembly and Parishes Partner Panel meeting.

No items were identified – the next meeting of the Parishes Partner Panel is due to take place in Stocksbridge on the 15 June.

13/25 Correspondence (Appendix A)

Items requiring a decision or response

Members noted correspondence received, it was agreed that the Clerk could instruct the Tree Surgeon who had submitted the recent quote to remove the tree as soon as possible as permission had been granted from the Executors of Mr Winn's estate.

13/26 Accounts

**Resolved:**

That the following accounts be approved for payment:

<b>Payable to</b>	<b>Amount</b>	<b>Payment Details</b>	<b>Payment made under</b>
M Chambers Merlin Networks	£104.99	New monitor for Admin Officer	LG Act 1972 s111
British Telecom	£69.12	Telephone Bill Line 1	LG Act 1972 s111
British Telecom	£56.77	Telephone Bill Line 2	LG Act 1972 s111
British Telecom	£55.80	Fax number	LG Act 1972 s111

Rural Action Yorkshire	£35.00	Annual Subscription	LG Act 1972 s111
Ecclesfield Church	£6.00	Annual Subscription	LG Act 1972 s111
BOS Office Supplies Group Ltd	£188.90	Stationery items	LG Act 1972 s111
Hi Point Scaffolding Ltd	£82.30	Hire period 1.4.12 to 30.4.12	LG Act 1972 s111
Roy Smith Garden Services	£94.00	Grass cutting 16.4.12 and 30.4.12	LG Act 1972 s111
Hulberts Plumbing & Heating	£324.00	Repairs and parts to boiler in offices	LG Act 1972 s111
M Chambers Merlin Networks	£119.65	Upgrade to 3 computers Office 2010	LG Act 1972 s111
Newgate Lunch Club	£150.00	Grant for Jubilee Celebrations	LG Act 1972 s145
Ecclesfield Park Group	£500.00	Grant for Jubilee Celebrations	LG Act 1972 s145
Newgate Close Social Club	£350.00	Grant for Jubilee Celebrations	LG Act 1972 s145
Mr David Pepper	£800.00	Chairman's Allowance	LG Act 1972 s15(5)
AOL	£22.36	Internet fee	LG Act 1972 s111
Sheffield City Council	£473.00	Rates for Council offices	LG Act 1972 s111
Sheffield City Council	£61.00	Rates for Community Room	LG Act 1972 s111

### 13/27 Local Events

Two members of the Organising Committee attended the meeting and presented a plaque to the Council which recognises the 150<sup>th</sup> Anniversary of the Westwood Colliery explosion on 4 April 1862 by the Six Jolly Miners sword dancers.

### 13/28 To receive a presentation by Lucy Atkins, Village Officer on the Localism Act

Lucy gave a very detailed overview of the Localism Act the four key parts being:-

- New freedoms and flexibilities for local government
- New rights and powers for communities and individuals
- Reforms to the planning system
- Housing reforms

Various questions were asked by the Councillors, Lucy also stated that Laurie Platt could give further support with regard to Planning Reforms and Councillors requested that Laurie be invited to attend one of our future planning meetings to give a presentation to Councillors on Neighbourhood Planning



## APPENDIX 1 [9]

. COUNCIL CORRESPONDENCE 10 MAY 2012							
	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	Cttee
11-Apr-12	NALC	e-mail	DIS Extra 781	10-May-12			1
11-Apr-12	Local Gov.co.uk	e-mail	News bulletin	10-May-12			2
11-Apr-12	NCA	e-mail	Vital community grants scheme	10-May-12			3
11-Apr-12	NCA	e-mail	Community covenant grant scheme	10-May-12			4
11-Apr-12	Friends of Peak District	e-mail	Charity Walk 15 April	10-May-12			5
11-Apr-12	Larger Local Councils network	e-mail	Launch of self maintainable membership database	10-May-12			6
11-Apr-12	NCA	e-mail	Meeting planner	10-May-12			7
12-Apr-12	South Yorkshire Fire & Rescue	e-mail	Rescue News	10-May-12			8
12-Apr-12	Local Gov.co.uk	e-mail	News Alert	10-May-12			9
12-Apr-12	South Yorkshire Scout Council	letter	Invitation to event on 13-15 July	10-May-12			10
13-Apr-12	Local works org	e-mail	Empowering Town and Parish Councils	10-May-12			11
16-Apr-12	SLCC	e-mail	CPD Courses	10-May-12			12
16-Apr-12	Lisa Casey SNA	e-mail	NAG Partnership Session	10-May-12			13
16-Apr-12	Local Gov.co.uk	e-mail	Newsletter	10-May-12			14
16-Apr-12	Wheels in Motion	e-mail	Competition results from Holland	10-May-12			15
17-Apr-12	Local Gov.co.uk	e-mail	Newsletter	10-May-12			16
17-Apr-12	Darren Ward	e-mail	Wheels in Motion	10-May-12			17
18-Apr-12	Local Gov.co.uk	email	Newsletter	10-May-12			18
18-Apr-12	NCA	email	Small grants 8-13 year olds	10-May-12			19
20-Apr-12	M&G Investments	statement	Quarterly Charifund statement	10-May-12			20
20-Apr-12	Stocksbridge TC	email	Agenda for sub mtg of Parish Panel	10-May-12			21
20-Apr-12	Ecclesfield Parish Church	letter	Response re subscription	10-May-12			22
20-Apr-12	S Yorks Fire & Rescue	email	Live webcast 23.4.12	10-May-12			23
23-Apr-12	NALC	e-mail	DIS Extra 782	10-May-12			24
23-Apr-12	PSMA	e-mail	Newsletter April 2012	10-May-12			25

## APPENDIX 1 [10]

.COUNCIL CORRESPONDENCE 10 MAY 2012							
	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	Ctee
23-Apr-12	Local.Gov.co.uk	e-mail	Newsletter 20.4.12	10-May-12			26
23-Apr-12	Rural Action Yorkshire	e-mail	Free Localism Workshops	10-May-12			27
24-Apr-12	St Mark's Church	booklet	Grenoside News	10-May-12			28
24-Apr-12	Historic Towns Forum	e-mail	VAT on listed buildings	10-May-12			29
24-Apr-12	Shield Estates	e-mail	Tree at DCC	10-May-12			30
25-Apr-12	Lucy Atkins, Village Officer	e-mail	Invitation to Villages & Communities meeting	10-May-12			31
25-Apr-12	Coterie Gallery	e-mail	New exhibition	10-May-12			32
25-Apr-12	SYFAB	e-mail	Funding news 24.4.12	10-May-12			33
25-Apr-12	Bradfield Parish Council	e-mail	Standards board meeting	10-May-12			34
25-Apr-12	Cllr Hooper	e-mail	Standards meeting	10-May-12			35
25-Apr-12	Local.Gov.co.uk	e-mail	Newsletter	10-May-12			36
26-Apr-12	NCA	email	Info re local communication channels	10-May-12			37
26-Apr-12	St Mary's, Ecclesfield	magazine	Church magazine May 2012	10-May-12			38
26-Apr-12	CPRE	email	Fieldwork newsletter	10-May-12			39
27-Apr-12	Rural Yorkshire	email	Survival skills for community groups 28 May	10-May-12			40
27-Apr-12	YLCA	booklet	White Rose Update Mar/Apr 12	10-May-12			41
30-Apr-12	Rotherham MBC	letter	Adoption of joint waste plan	10-May-12			42
30-Apr-12	Roys, Solicitors	email	For info - Chap Baths lease to YAS	10-May-12			43
30-Apr-12	Rural Action Yorkshire	letter	Country Air magazine & subs. Renewal	10-May-12			44
30-Apr-12	NALC	email	Forthcoming events - places available	10-May-12			45
30-Apr-12	CPRE	email	April newsletter	10-May-12			46
30-Apr-12	SYFAB	email	Funding Forum meeting 15.5.12	10-May-12			47
01-May-12	SCC	letter	Notification of receipt of precept	10-May-12			48
01-May-12	LGA	e-mail	Advisory Bulletin 588	10-May-12			49
01-May-12	Local Gov.co.uk	newsletter	Newsletter 30.4.12	10-May-12			50

## APPENDIX 1 [11]

<b>.COUNCIL CORRESPONDENCE 10 MAY 2012</b>							
	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Cncl</b>	<b>Ref/Plann</b>	<b>Ref/Fin</b>	<b>Cttee</b>
01-May-12	SLCC	e-mail	South Yorkshire Branch Conference	10-May-12			51
02-May-12	Sheffield Futures	e-mail	Provider Network Events	10-May-12			52
02-May-12	SYFAB	e-mail	Funding news 30.4.12	10-May-12			53
02-May-12	Sharon Batty Village Officer	e-mail	Villages and Communities Together	10-May-12			54
03-May-12	Black Rock Investments	e-mail	Grenoside Exhibition Foundation	10-May-12			55
03-May-12	Sheffield Wildlife Trust	letter	Sheffield Wildlife Trust Grenoside Woods	10-May-12			56
03-May-12	Coterie Gallery	e-mail	Alluvium Exhibition	10-May-12			57
03-May-12	Sharon Batty Village Officer	e-mail	Summer Gala Listing	10-May-12			58
03-May-12	Mike Shield	e-mail	Tree at David Chadwick Centre	10-May-12			59
09-May-12	Mike Shield	e-mail	Planning application for DCC	10-May-12			60
09-May-12	Grenoside Tree Services	quote	Quotation for removal of tree	10-May-12			61
09-May-12	Mike Shield	e-mail	Permission for removal of tree	10-May-12			62
04-May-12	Friends of Chapeltown Park	e-mail	Minibeast Safari	10-May-12			63
04-May-12	Foys Solicitors	e-mail	Re sale of DCC	10-May-12			64
04-May-12	Cllr Pepper	e-mail	Grenoside Exhibition Account Charity	10-May-12			65
08-May-12	Lucy Atkins Village Officer	e-mail	Villages Communities Together Event	10-May-12			66
08-May-12	SCC	e-mail	Young People's Provision Curriculum Framework	10-May-12			67
09-May-12	YLCA	e-mail	Info Note re Jubilee Celebrations	10-May-12			68
09-May-12	Sharon Batty Village Officer	e-mail	Bolsterstone Plant Sale	10-May-12			69
09-May-12	SYFAB	e-mail	Funding news 8.5.12	10-May-12			70
09-May-12	NALC	e-mail	DIS Extra 783	10-May-12			71
09-May 12	SLCC	email	North Regional Conference 28.6.12	10 May 12			72
10 May 12	South Yorks Fire & Rescue	e-mail	Newsletter	10 May 12			73
10 May 12	Lucy Atkins Village Officer	e-mail	Ewden Valley Community Clean up	10 May 12			74
10 May 12	SCC Elections Office	e-mail	Election costs breakdown	10 May 12			75

APPENDIX 1 [12]

. COUNCIL CORRESPONDENCE 10 MAY 2012							
	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	Ctee
10 May 12	EPIP	email	Newsletter April 12	10 May 12			76

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 10<sup>TH</sup> MAY 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: D Morton, Clerk, Mrs G Kress, Administration Officer

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

13/01 To receive any amended declarations of interest from members

There were none received.

13/02 To receive any declarations of personal and/or prejudicial interest from members on items to be discussed at this meeting

There were none received.

13/03 To identify items for discussion which may require the exclusion of the press and public

There were none identified.

13/04 Planning Proposals for consideration

12/01009/OUT – Land adjacent 2A Penistone Road, Grenoside, Sheffield S35 8QG

Four members of the public attended the meeting to speak on behalf of a large number of residents, to voice their concerns at the proposed development. Several objections had been received by the Planning Committee and there were 45 comments on the City Council website. A petition had also been signed by 600 residents who opposed the planning application. The Committee considered the comments made by the residents and are in full support of their objections on the following grounds:-

- Access problems for emergency vehicles and also delivery vehicles and refuse collection vehicles as the road is very narrow.
- Possible increase in traffic and noise pollution whilst building work is taking place
- It would cause parking problems
- It may cause a precedent for future building on the rest of the land
- Loss of green open space area – the area is designated by Sheffield Unit of Development and Planning as a green open space and is therefore valuable. It is a green finger into Sheffield and a corridor for wildlife.
- Loss of mature trees and hedges which is a natural habitat for wildlife
- Loss of privacy to existing dwellings
- Loss of play area for children – the grassed area has been used by local children as a safe area to play over many years
- Possible problems with drainage of surface water

The Committee felt that due to the strength of feeling of local residents this application should be heard by the North and West Planning Board rather than a delegated officer.

The Committee also requested that a site visit be made to assess the impact of the proposed development on neighbouring properties.

**Letter to be sent to the Head of Planning**

12/00993/FUL – 19 Hall Wood Road, Sheffield

The Committee considered the above application to which no objections had been received by the Committee, there were however three comments on the City Council website. The comments being:-

- Loss of privacy
- The proposed development would be visually overbearing
- The proposed development would be out of character with neighbouring properties and have an intrusive impact

The Committee requested that a letter be sent to the Head of Planning at Sheffield City Council asking that these comments be taken into account when making a decision.

**Letter to be sent to the Head of Planning**

12/01138/FUL – Harphams of High Green, 39 Wortley Road, High Green, Sheffield S35 4LQ

The Committee considered the above application to which no objections had been received by the Committee, there was however one comment on the City Council website. The comments being:-

- Noise of building works
- Loss of access to properties whilst building work is taking place

Due to the many previous planning applications at this property the Committee requested that a letter be sent to the Head of Planning at Sheffield City Council asking that the decision be made by the Planning Board rather than a delegated officer.

**Letter to be sent to the Head of Planning**

There were no objections to the other planning applications received for consideration.

13/05 Licence Applications

There were none received.

13/06 Correspondence

To consider items requiring action or a response

Item 1 – Neighbourhood Planning Workshop – The Committee requested that Laurie Platt be invited to a Planning meeting at a suitably convenient time to give a presentation on Neighbourhood Planning.

Item 5 – Request from Resident for information – The Committee considered the request and it was agreed that details be passed on to the resident about the proposals for the Hesley Wood Spoil Heap. A public exhibition is to take place on the 22 May 2012 at Hesley Wood Scout Activity Centre 12.00 noon to 7.00pm.

## APPENDIX 1 [15]

<b>PLANS LIST 10 MAY 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>
12/00971 03-May-12	FUL	S HALLAM Rec. 16.4.12	138 SPRINGWOOD LANE, SHEFFIELD S35 4JQ FRONT DORMER WINDOW TO DWELLINGHOUSE	N/CONSULTED		10-May-12
12/01009 09-May-12	OUT	F KHALIL KHAN Rec. 20.4.12	LAND ADJACENT TO 2A PENISTONE ROAD, GRENOSIDE ERECTION OF DWELLINGHOUSE	N/CONSULTED 3 letters recd 10 comments SCC website		10-May-12
12/01004 08-May-12	FUL	P JESSOP Rec. 20.4.12	34 STEPHEN LANE, SHEFFIELD S35 8QZ FIRST FLOOR EXTENSION TO DWELLING TO FORM ADDITIONAL LIVING ACCOMMODATION AND ERECTION OF FRONT AND REAR DORMER WINDOWS	N/CONSULTED		10-May-12
12/01021 09-May-12	FUL	E PARKER Rec. 20.4.12	87 COWLEY LANE, SHEFFIELD S35 1SX ERECTION OF AN ORANGERY TO SIDE OF DWELLINGHOUSE	N/CONSULTED		10-May-12
12/00993 08-May-12	FUL	M YOUNG Rec. 23.4.12	19 HALL WOOD ROAD, SHEFFIELD S35 1TR DEMOLITION OF ATTACHED GARAGE, ERECTION OF SINGLE STOREY SIDE EXTENSION RAISING	N/CONSULTED		10-May-12
12/00898 10-May-12	OUT	L HIRST Rec. 23.4.12	12 PENISTONE ROAD, CURTILAGE OF 12 PENISTONE ROAD, GRENOSIDE, SHEFFIELD S35 8QG ERECTION OF A DWELLINGHOUSE	N/CONSULTED		10-May-12
12/01079 09-May-12	FUL	E PARKER Rec. 23.4.12	5 AND 7 MARKET PLACE, CHAPELTOWN, SHEFFIELD S35 2UU RETENTION OF ROLLER SHUTTERS	N/CONSULTED		10-May-12
12/01138 14-May-12	FUL	P JESSOP Rec 26.4.12	HARPHAMS OF HIGH GREEN, 39 WORTLEY ROAD, HIGH GREEN USE OF BLDG AS DWELLINGHOUSE, DEMOLITION OF FRONT & SIDE EXTNS & EREC OF NEW FRONT ELEVATION & BOUNDARY WALL	N/CONSULTED		10-May-12

APPENDIX 1 [16]

<b>12/01164</b> 16-May-12	<b>CHU</b> Rec 30.4.12	<b>F KHALIL KHAN</b>	<b>UNIT 2A, E35 INDUSTRIAL ESTATE, STATION ROAD, ECCLESFLD</b> USE OF INDUSTRIAL UNIT AS WASTE TRANSFER STN. FOR DRY, NON-HAZARDOUS WASTE	<b>N/CONSULTED</b>	10-May-12
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## APPENDIX 2 [17]

PLANNING CORRESPONDENCE 10 MAY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/F in	Cttee
25-Apr-12	Resident	e-mail	Obj re 12/01009/OUT Penistone Road		10-May-12		Agenda
03-May-12	Resident x 3	letter	Obj re 12/01009/OUT Land Penistone Rd		10-May-12		Agenda
03-May-12	Resident x 2	letter	Obj re 12/01009/OUT Land Penistone Rd		10-May-12		Agenda
03-May-12	Resident x 1	letter	Obj re 12/01009/OUT Land Penistone Rd		10-May-12		Agenda
04-May-12	Resident x 1	letter	Obj 12/01009/OUT Land Penistone Rd		10-May-12		Agenda
09-May-12	Grenoside Conservation Society	e-mail	Objection re 12/01009 2A Penistone Road		10-May-12		Agenda
08-May-12	Resident	letter	Obj 12/00993/FUL 19 Hall Wood Road		10-May-12		Agenda
20-Apr-12	SCC, Platt	email	Attendance at future planning meeting		10-May-12		1
20-Apr-12	SCC	email	Roadworks report 854		10-May-12		2
27-Apr-12	SCC	email	Roadworks report No. 855		10-May-12		3
04-May-12	SCC Streetforce	e-mail	Roadworks Report 856		10-May-12		4
23-Apr-12	Resident	e-mail	Smithy Wood spoil tip		10-May-12		5
24-Apr-12	Licensing Department	e-mail	Gambling Act 2005		10-May-12		6
25-Apr-12	Resident x 2	letter	Obj re Telecom Mast Oak Lodge Road		10-May-12		7
25-Apr-12	Resident x 1	letter	Obj re Telecom Mast Oak Lodge Road		10-May-12		8

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 22<sup>nd</sup> MAY 2012**

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

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

13/07 To receive any declarations of personal and/or prejudicial interest from members on items to be discussed at this meeting

Cllrs B Granger and Mrs K Granger declared a personal interest in planning application 12/01133/FUL – Chapeltown Park, Cowley Lane as they are members of the Friends of Chapeltown Park Group.

13/08 To identify items for discussion which may require the exclusion of the press and public

There were none identified.

13/9 Planning Proposals for consideration

12/01133/FUL – Chapeltown Park, Cowley Lane, Chapeltown

The Committee considered the above planning application to which there had been no objections received. There were five comments on the City Council website, all in favour of the proposed 8 metre tower for a CCTV camera. The Committee are also in full support of this application in view of the various acts of vandalism in the park. The Friends of Chapeltown Park work tirelessly to improve the park with the installation of the new playground and planting schemes and it would be a shame for the work which they have carried out to be destroyed again by vandals. Hopefully the camera will act as a deterrent against further acts of vandalism. 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**

12/01192/FUL – Ecclesfield Community Garden, Ecclesfield Park, Church Street, Ecclesfield

The Committee considered the above planning application to which there had been no objections received, there were also no comments on the City Council website. The Committee supported this application as Ecclesfield Parish Council have previously supported the Revitalising Ecclesfield Park Group financially and acknowledge the hard work carried out by the Group in order to improve the facilities at the Park. 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**

13/10 Licence Applications

There were none received.

13/11 Correspondence

To consider items requiring action or a response

Item 2 – Recycoal Public Meeting – Members of the Planning Committee had attended the Public meeting where the company had given a very good presentation about their proposals for the coal recovery and restoration of the former Hesley Wood Spoil Heap. They had reassured residents that they will do their utmost to keep the impact of the work being carried out to a minimum bearing in mind the concerns raised by the residents, especially with regard to the hours of work, noise and dust levels.

Item 12 – Jubilee Celebrations – Old Red Lion Grenoside – Members noted that there are many Jubilee celebrations all over the Parish and were requested by the Chairman to attend as many of them as possible.

Item 13 – SCC Dog Bins – Members noted that the emptying of the dog bins now falls under the remit of Parks and Countryside not Environmental Services.

## APPENDIX 1 [20]

PLANNING LIST 22 MAY 2012						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
12/01071 22-May-12	RG3	M YOUNG Rec 4.5.12	LOUND JUNIOR SCHOOL, LOUNDSIDE, CHAPELTOWN PROVISION OF PARENT SHELTER	N/CONSULTED	NO OBJECTION	22-May-12
12/01133 21-May-12	RG3	S HALLAM Rec 4.5.12	CHAPELTOWN PARK COWLEY LANE, CHAPELTOWN ERECTION OF 8m WIND DOWN TOWER TO HOLD CCTV CAMERA SITING OF CONTROL EQUIP (APPL UNDER REG 3)	N/CONSULTED	LETTER OF SUPPORT TO BE SENT TO HOP	22-May-12
12/01192 23-May-12	FUL	K MANSELL Rec 8.5.12	ECCLESFIELD COMMUNITY GARDEN, ECCLESFIELD PARK, CHURCH STREET, ECCLESFIELD ERECTION OF 6M DIAMETER CANOPY WITH GREEN ROOF	N/CONSULTED	LETTER OF SUPPORT TO BE SENT TO HOP	22-May-12

## APPENDIX 2 [21]

PLANNING CORRESPONDENCE – 22 MAY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	Cttee
11-May-12	Rural Action Yorkshire	notice	Survival Skills for Comm Grps 28.5.12		22-May-12	24-May-12	1
11-May-12	RecyCoal	email	Info re restoration scheme Hesley Wood		22-May-12		2
11-May-12	Resident x 1	email	Obj 12/00963/TEL Mast at Oak Lodge Fm		22-May-12		3
14-May-12	SCC Sheffield Futures	e-mail	Spring Bank Holiday activities		22-May-12		4
14-May-12	SCC Streetforce	e-mail	Roadworks Report 857		22-May-12		5
18-May-12	SCC Streetforce	e-mail	Roadworks Report 858		22-May-12		6
15-May-12	Resident	e-mail	Request re facilities in the parish		22-May-12		7
15-May-12	Streetforce	e-mail	Response re facilities in the parish		22-May-12		8
16-May-12	SCC	e-mail	Response re Street lights Wortley Road		22-May-12		9
16-May-12	Laurie Platt SCC	e-mail	Response re attendance at Planning mtg		22-May-12		10
16-May-12	Rural Action Yorkshire	e-mail	Survival skills for Community Groups		22-May-12	24-May-12	11
18-May-12	Old Red Lion Grenoside	e-mail	Jubilee Celebrations		22-May-12	24-May-12	12
22-May-12	SCC Environmental Services	e-mail	Response re dog bins		22-May-12		13

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING  
HELD 24<sup>TH</sup> MAY 2012

Present were Councillors G Oxley (Chairman), Ms V Bowden, G Weatherall, B Edley, Ms S Constance, Dr J Bowden as substitute for J Housley, and D Pepper

In attendance: D Morton, Clerk, Mrs G Kress, Admin. Officer

Apologies were received from Cllr J Housley and the reason for absence was approved by the Committee

13/01. Declarations of Interest

Cllr Oxley declared a prejudicial interest in item 13/04.3 as a member of Friends of Chapeltown and High Green Parks.

Cllr Weatherall declared a personal interest in item 13/04.1 as a representative on the Chapeltown Baths.

13/02. Exclusion of the Press and Public

Item 13/17 was identified as requiring the exclusion of the press and public.

13/03. Financial Reports

The Clerk confirmed receipt of the end of year Internal Auditor's report which would be added to the June Finance Agenda for formal approval. The report was generally positive and the planned introduction of a conventional cash book for the year 2012/2013 would complete his recommendations.

Cllrs Ms Bowden and Dr Bowden arrived at this point of the meeting.

13/04. Applications for Financial Assistance

13/04.1. Chapeltown Baths CB

Representatives of the Chapeltown Baths Community Business Limited attended the meeting and explained why they needed a grant from the parish council. The main source of revenue arises from providing swimming lessons and schools swimming with over 600 children attending each week. They have also commenced lessons for disabled children and adults. Fuel costs were a major issue as they had risen dramatically this year and the management committee continued to look for every possible way of reducing their outgoings.

There are several projects that they would like to undertake this year, the major one being the pool hall windows, additional equipment and facility upgrades.

RECOMMENDED: that a grant of £27,500 be made in response to this application, and that the Clerk be given delegated authority to minimise VAT on planned purchases.

**Clerk to contact Group**

#### 13/04.2. Ecclesfield Park Junior Bowling Club

Representatives of the Ecclesfield Park Junior Bowling Club attended the meeting and explained why they needed a grant from the parish council. They requested a grant to be able to purchase team shirts and season tickets for the children.

They have one member on the team who is autistic who was on the junior team but now due to his age he has been integrated into the Senior Team. A great benefit of him being part of the team is his increased confidence and they would like to provide him with a set of his own woods.

RECOMMENDED: that a grant of £450 be made to purchase jacks, shirts and bowls for the Junior Team and the Clerk be given delegated authority to minimise VAT on planned purchases.

**Clerk to contact Group**

#### 13/04.3. Friends of Chapelton & High Green Parks

Councillor Oxley declared a prejudicial interest in this matter and left the room. The meeting was chaired for this item only by Councillor Pepper.

Representatives of the Friends of Chapelton and High Green Parks attended the meeting and explained why they needed a grant from the Parish Council. The group are providing a Jubilee Party in the Chapelton Park on Monday 4 June. Any money received will be used to help with the costs of providing entertainment, play equipment, public address system. The Committee enquired what percentage the Group are requesting and they were informed that 60% of the cost would be through the grant request and the other 40% would come from their own funds.

RESOLVED: that: a grant of £485 be awarded under delegated powers, and the Clerk be given delegated authority to minimise VAT on planned purchases.

**Clerk to contact Group**

#### 13/05. Young People Provision in the North

RECOMMENDED: that the council's grant application pack be provided to Activity Sheffield to enable them to seek funding for young people's provision in Ecclesfield.

**Clerk to contact Activity Sheffield**

#### 13/06. Disabled Access to Community Room

The Committee considered correspondence complaining about the lack of disabled access to the Community Room. It was confirmed that the community room was compliant with the requirements of the Disability Discrimination Act although it was acknowledged that some improvements were justified. It was felt that no improvements could be considered

until after sale of the David Chadwick Centre as there was no budget provision for improvements or alterations.

**Clerk to contact resident**

### 13/07. Notice Boards

RECOMMENDED: that an updated quotation be sought from Pat Allred Joinery to:-

- a) provide metal legs for the notice boards in Ecclesfield Park and at Grenoside, and
- b) maintain all notice boards in the parish on a twice yearly basis to keep them tidy and free from graffiti.

### 13/08. Fire Alarm and Burglar Alarm Maintenance Contracts

The Committee considered the quotes received from various companies for the fire alarm systems in both the Council offices and the Community room.

RECOMMENDED: that

- a) Cross Fire Safety be engaged to service the fire alarm systems providing they are compliant (the Clerk to check this matter with Zurich Insurance Co.) and
- b) Ashton Alarms to be engaged to service the burglar alarms.

**Clerk to contact Zurich Insurance**

### 13/09. Sale of the David Chadwick Centre

The Clerk & Financial Officer reported that a previous offer for the purchase of the David Chadwick Centre had been withdrawn.

He further reported on

- a) a new offer had been received by Shield Estates who were acting for the Council in the disposal of the David Chadwick Centre,
- b) Heads of Terms in respect of the new offer which had already been forwarded to the Council's solicitors in anticipation of an affirmative vote at this meeting, and
- c) confirmation by Shield Estates that in their professional opinion the new offer represented the best consideration that the council could reasonably expect to achieve in current market conditions

RECOMMENDED: that

- a) the offer for the David Chadwick Centre, as detailed in the Heads of Terms as now presented by the Clerk & Financial Officer, be confirmed, and
- b) the Clerk & Financial Officer be authorised to issue instructions to Foy & Co Solicitors to conclude the sale as quickly as possible.

### 13/10. Chapel Green Advice Centre

Following correspondence received requesting financial assistance to keep the Chapelgreen Advice Centre open, the Committee felt that they were unable to assist financially with their request. However the Chairman would like to present a Chairman's award to Mr Brian Heald, who has run the Advice Centre for many years, in recognition of all his hard work in helping people in the Parish. The presentation will take place at the Council meeting on the 7 June 2012.



13/11. Data Backup

The Clerk reported to members that he had asked the Council's IT Consultant to install all the files from the main computer on to his laptop to safeguard the documents, should there be a fire or theft at the Council offices. A weekly backup system will take place on the laptop and it would also enable the Clerk to work from home should the need arise.

RECOMMENDED: that the Clerk's actions be confirmed.

13/12. Staffing Sub Committee

RECOMMENDED: that membership of the Staffing Sub-Committee remain the same as last year.

The next meeting of the Staffing Sub-Committee was arranged for 6.45pm on the 21 June 2012 prior to the next Finance meeting.

13/13. Grenoside Exhibition Account Charity

The Clerk & Financial Officer reported that the Charity Accounts had produced an income of £116.32 for the year ended 31 March 2012 which was available for distribution. He further reported on correspondence from the Charity Advisers which stated that an income of approximately £700.00 was expected. The reasons for the poor performance of the investments were discussed.

The Clerk & Financial Officer also reported that £19,000.00 was available for investment.

RECOMMENDED: that

- a) in view of the reasons for the poor performance of the investments, the council make up the amount for distribution to £500.00 for the current round of grants,
- b) £19,000.00 be made available for investment, and
- c) in light of recent advice received the amount available for investment be deposited in equal amounts in the Charinco Common Investment Fund account operated by Blackrock Investments Ltd and the Charifund account operated by M&G Investments Ltd.

13/14. Examination of Financial Transactions

The payment schedule was examined and cheques were approved and signed.

13/15. Correspondence

Items requiring a decision or response

Item 1 – Ecco Theatre Company – It was agreed that this item be placed on the June Finance Agenda for consideration.

Item 2 – Treetops Social Club (Gateway) – It was agreed that this item be placed on the June Finance Agenda for consideration.

Item 7 – Zurich Insurance – Insurance Policy Renewal – members noted information received.

Item 8 – Audit Commission – members noted information received.

Item 9 – Greenhill Audit – Final Internal Audit Report – Members noted the report – the report is to be included as an agenda item for the Finance Committee in June.

13/16. Exclusion of Press and Public

RESOLVED: that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting as it would not be in the public interest conduct the business in public.

13/17. Sale of David Chadwick Centre

The Clerk & Financial Officer gave further details of the sale of the David Chadwick Centre.

## APPENDIX 1 [27]

FINANCE CORRESPONDENCE – 24 MAY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	Cttee
14-May-12	Chapelton Baths	application	Application for financial assistance			24-May-12	Agenda item
19 Mar-12	Ecclesfield Park Bowling Club	application	Application for financial assistance			24-May-12	Agenda item
01-May-12	Friends of Chap & H/Green Parks	application	Application for financial assistance			24-May-12	Agenda item
17-May-12	Grenoside Gala Committee	e-mail	Further details for grant application			24-May-12	Agenda item
30-Apr-12	Activities Sheffield	email	Re request for financial assistance			24-May-12	Agenda item
16-May-12	Danny Kemp Activity Sheffield	e-mail	Response re Finance meeting			24-May-12	Agenda item
16-May-12	Anderson Tree Care Ltd	e-mail	Re tree at DCC			24-May-12	Agenda item
16-May-12	Foys	e-mail	Re charges for sale of DCC			24-May-12	Agenda item
17-May-12	Anderson Tree Care	e-mail	Quote for removal of tree			24-May-12	Agenda item
17-May-12	Shield Estates	e-mail	Sale of DCC			24-May-12	Agenda item
18-May-12	Shield Estates	e-mail	Offer for David Chadwick Centre			24-May-12	Agenda item
18-May-12	Anderson Tree Care	e-mail	Acknowledgement of tree removal at DCC			24-May-12	Agenda item
21-May-12	Foys Solicitors	letter	Interim account			24-May-12	Agenda item
21-May-12	Foys Solicitors	e-mail	Sale of DCC			24-May-12	Agenda item
22-May-12	Mike Shield	e-mail	Heads of Terms re sale of DCC			24-May-12	Agenda item
10-May-12	Cllr Vic Bowden	e-mail	Notice board in Ecclesfield Park			24-May-12	Agenda item
16-May-12	Cllr Hooper	e-mail	Parish notice board at Grenoside			24-May-12	Agenda item
14-May-12	Cross Fire Safety	e-mail	Fire Alarm and Extinguisher Maintenance			24-May-12	Agenda item
14-May-12	Mr Birkby	letter	Grenoside Exhibition Charity			24-May-12	Agenda item
18-May-12	Black Rock Investments	letter	Report on investments			24-May-12	Agenda item
01-May-12	Ecco Theatre Group	application	Application for financial assistance			24-May-12	<b>1</b>
02-May-12	Treetops Social Club (Gateway)	application	Application for financial assistance			24-May-12	<b>2</b>
16-May-12	NCA	e-mail	Positive activities small grants			24-May-12	<b>3</b>
16-May-12	Sheffield Drug & Alcohol Action Team	poster	Funding opportunity			24-May-12	<b>4</b>
16-May-12	SYFAB	e-mail	Funding news from SYFAB			24-May-12	<b>5</b>
16-May-12	Rural Action Yorkshire	e-mail	Survival skills for Community Groups		22-May-12	24-May-12	<b>6</b>

## APPENDIX 1 [28]

FINANCE CORRESPONDENCE – 24 MAY 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	Cttee
17-May-12	Zurich Insurance	letter	Insurance renewal			24-May-12	<b>7</b>
18-May-12	Audit Commission	letter	Consultation on appointment of external auditor			24-May-12	<b>8</b>
18-May-12	Greenhill Audit	letter	Final Internal Audit Report 2011/2012			24-May-12	<b>9</b>
18-May-12	Ricoh	letter	Price adjustment notification 5% increase			24-May-12	<b>10</b>
18-May-12	Old Red Lion Grenoside	e-mail	Jubilee Celebrations		22-May-12	24-May-12	<b>11</b>
21-May-12	YLCA	e-mail	Training programme June 2012			24-May-12	<b>12</b>
22-May-12	Cllr Pepper	e-mail	Response to Cllr Wright re budgets			24-May-12	<b>13</b>
23-May-12	SYFAB	e-mail	Funding news 18.5.12			24-May-12	<b>14</b>

