

**To all Members of the Parish Council**

**SUMMONS**

27 September 2012

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at 7.30 pm on Thursday 4 October 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 a report from the High Green Development Worker on his work within the Parish.
2. To receive apologies for absence from members and to consider the reasons for absence
3. a) To receive any amended declarations of interest from members  
b) To receive any declarations of personal and/or Disclosable pecuniary interests from members of the council on items to be discussed at this meeting
4. 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 6 September 2012 (Pgs: 1-7 & Appendix A)
6. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 6 September 2012 (Pgs: 11-13 & Appends A & B)
7. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 18 September 2012 (Pgs: 17-18 & Appends A & B)
8. To approve the Minutes of the Finance & Premises Committee meeting held 20 September 2012 (Pgs: 21-24 & Appendix A) and to approve the recommendations contained therein.
9. To receive a verbal report from the Environmental Planning & Employment Committee meeting held 4 October 2012 .
10. To receive and confirm an action plan arising from the Internal Audit and External Audit of accounts for year ended 31 March 2012.

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

Yours faithfully

D J Morton

D J Morton  
Clerk and Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING  
HELD 6<sup>TH</sup> SEPTEMBER 2012

Present were Councillors D Pepper (Chairman), Dr J Bowden, B Granger, Ms V Bowden, G Weatherall, B Edley, Mrs K Granger, A Bainbridge, J Jones, G Oxley, A Hooper, Mrs D Fearnley, J Housley, H House

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

Apologies for absence were received from Cllr Ms S Constance and the reason for absence was approved by the council

The Chairman had invited Liz Westby to the meeting as she had recently been an Olympic Torch bearer in Barnsley, but had worked with scout and cub groups in Chapelton for over 30 years. The Chairman presented Liz with a Chairman's award for her services. Liz explained to the Parish Council her role with the scouts and also about her recent experience as an Olympic Torch bearer. She agreed to lend the Parish Council her torch for the Macmillan Coffee morning which is due to take place on the 28 September as a way of raising further funds.

Also prior to the commencement of business, Mr Joel Wirth the new Headteacher of Ecclesfield School attended the meeting to introduce himself to the Parish Council. He stated that he had worked in the area for a few years already. He has now taken over running the largest school in Sheffield and wants to embed aspirations in the school. He invited the Councillors to attend the school as he wants to increase links with the Parish Council, also local businesses, local faith groups and is reaching out to parents for further interaction. The Chairman stated that the Parish Council door is already open from his predecessor and the children are welcome to attend our Council meetings.

13/53. Declarations of Interest

There were none received.

13/54. Exclusion of Press and Public

The Clerk identified item 13/37 as an item which required the exclusion of the press and public, as he wished to give an update on the sale of the David Chadwick Centre.

13/55. Minutes of Council Meeting held on 5<sup>th</sup> July 2012

Cllr Housley gave a report of the meeting held on the 5 July as he had been the Chair for the meeting.

**Resolved:** that the minutes of the Council meeting held on 5<sup>th</sup> July 2012 be confirmed as a true and accurate record of proceedings.

13/56. Minutes of the Environmental Planning & Employment Committee meeting held on 5 July 2012

Cllr Hooper gave a report of the meeting and it was:-

**Resolved:** that the minutes of the Environmental Planning & Employment Committee held on 5<sup>th</sup> July 2012 be confirmed as a true and accurate record of the proceedings.

13/57. Minutes of the Environmental Planning & Employment Committee meeting held on 17<sup>th</sup> July 2012

Cllr Hooper gave a report of the meeting and it was:-

**Resolved:** that the minutes of the Environmental Planning & Employment Committee held on 17<sup>th</sup> July 2012 be confirmed as a true and accurate record of the proceedings.

13/58. Minutes of the Finance & Premises Committee meeting held 19<sup>th</sup> July 2012

Cllr Oxley gave a report of the meeting and it was:-

**Resolved:** that the minutes of the Finance & Premises Committee held on 19<sup>th</sup> July 2012 be confirmed as a true and accurate record of the proceedings.

The Clerk reported that the funding has now been paid towards the salary of the High Green Development Worker following clarification from the Northern Community Assembly about the joint funding for this post. The Council requested that both Marika Puglisi and Darren Ward be invited to attend the October Council meeting to give an update on his work in the Parish. It was also agreed that they be invited to attend the Council meeting on a quarterly basis.

13/59. Minutes of the Environmental Planning & Employment Committee meeting held 7<sup>th</sup> August 2012

Cllr Hooper gave a report of the meeting and it was:-

**Resolved:** that the minutes of the Environmental Planning & Employment Committee held on 7<sup>th</sup> August 2012 be confirmed as a true and accurate record of the proceedings subject to an amendment which was inserted and signed off by the Chairman.

13/60. To receive a verbal report from the Environmental Planning & Employment Committee meeting held 6 September 2012

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

13/61. To receive audited accounts for the financial year ended 31<sup>st</sup> March 2012 from BDO and confirm the conclusion of audit

The Clerk reported that a) notification had been received from the council's external auditors that they had completed the audit for year ended 31 March 2012 and b) the Annual Return had been signed off.

**Resolved:** that a) the audited Annual Return be approved and accepted, b) the Clerk & Financial Officer prepare an action plan to address the issues raised at audit for discussion at the Finance & Premises Committee and a future meeting of the council.

13/62. Northern Community Assembly

- Items to be considered at the Northern Community Assembly and Parishes Partner Panel meeting - next meeting 14 September 2012 at Bradfield Parish Council.

Cllr Oxley requested that the roundabouts in the centre of Chapeltown be identified as an item for the agenda. Cllr Weatherall gave an update on developments and stated that work would be commencing in September with spring planting. He stated that the large roundabout would be planted twice per year and maintained to a high standard.

**Resolved:** That this item be included as an agenda item for the Partners Panel meeting.

13/63. To consider adopting the Sheffield Joint Parish/Town Council Members Code of Conduct

**Resolved:** that Ecclesfield Parish Council formally adopts the Sheffield Joint Parish/Town Council Code of Conduct as now presented by the Clerk & Financial Officer.

13/64. To consider adopting the Sheffield Joint Parish/Town Council Complaints Procedure for dealing with Standards Complaints

**Resolved:** that Ecclesfield Parish Council formally adopts the Sheffield Joint Parish/Town Council Complaints Procedure for processing Standards Complaints as now presented by the Clerk & Financial Officer.

13/65. To consider delegating the operation of the Sheffield Joint Parish/Town Council Complaints Procedure to a joint committee comprising 2 members from each of Bradfield Parish Council, Ecclesfield Parish Council and Stocksbridge Town Council

**Resolved:** that a Joint Committee be formed with Bradfield Parish Council and Stocksbridge Town Council to operate the Sheffield Joint Parish/Town Council Procedure for processing Standards Complaints

**Resolved:** that authority for processing Standards Complaints be delegated to the Joint Committee detailed above.

13/66. To nominate two members to serve on the joint committee outlined above

**Resolved:** that Councillor Housley and Councillor Bainbridge be nominated to serve on the Joint Committee detailed above.

13/67. To consider adopting amended Standing Orders which take account of the new Standards introduced in the Localism Act 2011

This item will be considered at a future meeting of the Parish Council.

13/68. To consider nominating a member to serve on the Sheffield City Council Standards Committee

**Resolved:** that Councillors Hooper and Bainbridge be jointly nominated to serve on the Sheffield City Council Standards Committee.

13/69. To receive a report from Cllr Bainbridge on his attendance at the “In The Chair” training event provided by the YLCA

Cllr Bainbridge reported that he had attended the course and had found it very helpful to meet with people from other Parish Councils. The training session had been done in an informal friendly kind of way. He stated that as we have a training budget he would recommend that Councillors attend as many of the courses as possible as he found them very informative. He also stated that it would have been helpful if there had been an induction programme for new Councillors and the Clerk stated that he would do an in-house training session on being a Councillor if Councillors feel it would be helpful to them in their role.

13/70. Correspondence (Appendix A)

Items requiring a decision or response

Members noted items of correspondence that the Clerk brought to their attention.

13/71.Accounts

**Resolved:**that the following accounts be approved for payment:

Payable To	Amount	Payment Details	Payment made under
The Real Sports Store	£319.47	Part of Grant purchase to Ecclesfield Park Junior Bowling	LG (Miscellaneous Provisions) Act 1976 s19
Black Rock Fund Managers	£9,500.00	Investment of money for Grenoside Exhibition Account	Trustee Investments Act 1961 s11
Chapelton Baths	£18,090.80	Part of grant to Chapelton Baths	LG (Miscellaneous Provisions) Act 1976 s19
Contract Floors Sheffield Ltd	£4,794.00	Part of grant to Chapelton Baths (repairs to floors)	LG (Miscellaneous Provisions) Act 1976 s19
Contract Floors Sheffield Ltd	£955.20	Part of grant to Chapelton Baths (flooring female shower)	LG (Miscellaneous Provisions) Act 1976 s19
YLCA	£150.00	Training session for Five Councillors (Gen Power of Comp)	LG Act 1972 s111
YLCA	£115.00	Training session for Councillor (In the Chair)	LG Act 1972 s111
Admin Officer	£109.09	Transfer to Petty Cash Account	LG Act 1972 s111
AOL	£22.36	Internet provider August	LG Act 1972 s111
Sheffield City Council	£473.00	NNDR Council offices August	LG Act 1972 s111
Sheffield City Council	£61.00	NNDR Community room August	LG Act 1972 s111
British Telecom	£71.28	Telephone bill Line 1	LG Act 1972 s111
British Telecom	£59.54	Telephone bill Line 2	LG Act 1972 s111
British Telecom	£58.48	Fax number	LG Act 1972 s111

COUNCIL MINUTES 6 SEPTEMBER 2012

Roy Smith Garden Services	£94.00	Grass cutting 17/7 and 30/7	LG Act 1972 s111
Sheaf Sports & Trophies	£81.00	Polo shirts for Ecc Junior Bowling	LG (Miscellaneous Provisions) Act 1976 s19
NALC	£15.50	LCR Subscription Renewal	LG Act 1972 s111
Foys Solicitors	£1,100.00	Fees and disbursements re SCC	LG Act 1972 s111
Hi Point Scaffolding	£85.04	Hire period 1/7/12 to 31/7/12	LG Act 1972 s111
Sheffield City Council	£7,000.00	Salary payment for H/Green Dev Worker	LG Act 1972 s137
Banner Plant Ltd	£372.00	Part of grant re toilets for Ecc Gala	Public Health Act 1936 s87
Ecclesfield Gala	£628.00	Grant towards setting up costs for Gala	LG Act 1972 s145
British Gas	£52.81	Gas supply Comm Room May-Aug	LG Act 1972 s111
British Gas	£104.68	Gas supply Council offices May-Aug	LG Act 1972 s111
Ricoh UK Ltd	£94.58	Photocopying charges 1 May to 31 July	LG Act 1972 s111
Hulberts	£780.00	Repairs to boiler + circuit board	LG Act 1972 s111
BOS Office Supplies	£212.03	Stationery items	LG Act 1972 s111
Airquee	£3,570.00	Part of grant to Chapelton Baths – pool inflatable	LG (Miscellaneous Provisions) Act 1976 s19
Roy Smith Garden Services	£94.00	Grass cutting 13/8 and 27/8	LG Act 1972 s111
Pat Allred	£280.00	Repairs to notice boards Ecc Park & Grenoside	LG Act 1972 s111
HMRC	£851.63	Tax and NI for August 2012	LG Act 1972 s111
SYPA	£269.96	Pensions for August 2012	LG Act 1972 s111
Administration Officer	£136.13	Transfer to Petty Cash Account	LG Act 1972 s111
Staff	£3019.11	Net pay for August 2012	LG Act 1972 s111
Ecclesfield Park Companions	£400.00	Grant towards Christmas lunch for group	LG (Miscellaneous Provisions) Act 1976 s19

13/72. Local Events

Cllr Pepper reported on an event he had attended at High Green Infant and Junior School where he joined in the Final Assembly with years 5 and 6. The children had previously taken part in the tribute to the Westwood Colliery Disaster and he presented the teachers with Chairman's awards for all their hard work with the children towards this production. He thoroughly enjoyed the event and said what an excellent school it is.

APPENDIX A

COUNCIL CORRESPONDENCE – 6 SEPTEMBER 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
09-Jul-12	St Mary's Church Ecclesfield	magazine	Church magazine July 2012	06-Sep-12			1
13-Jul-12	South Yorks Fire & Rescue	e-mail	Fire hero's award for rescue bid	06-Sep-12			2
13-Jul-12	South Yorkshire Police	e-mail	Re Community Youth Team Leader	06-Sep-12			3
23-Jul-12	S Yorks Police	email	Northern PAG meeting 13.9.12	06-Sep-12			4
24-Jul-12	Barnsley MBC	email	LDF - Action Plan	06-Sep-12			5
25-Jul-12	South Yorks Fire & Rescue	email	Live webcast 30.7.12	06-Sep-12			6
30-Jul-12	NALC	email	DIS Extra 789	06-Sep-12			7
30-Jul-12	NALC	email	Remaining places at Conference	06-Sep-12			8
31-Jul-12	St Marks Church	magazine	Grenoside News Aug 12	06-Sep-12			9
01-Aug-12	LGA	email	Advisory Bulletin 591	06-Sep-12			10
01-Aug-12	Rick Stordy	email	Invitation to Ecc School for Real Lives	06-Sep-12			11
01-Aug-12	CPRE	magazine	Countryside Voice summer 2012	06-Sep-12			12
01-Aug-12	YLCA	email	Re signatures on scanned decs of int.	06-Sep-12			13
02-Aug-12	Thornccliffe News	circular	Issue 79 - August 12	06-Sep-12			14
02-Aug-12	PSM, Parish Online	email	Parish online news - August Edition	06-Sep-12			15
06-Aug-12	Macmillan Cancer Support	e-mail	World's biggest coffee morning	06-Sep-12			16
06-Aug-12	YLCA	e-mail	Pecuniary Interests and Decs at meetings	06-Sep-12			17
06-Aug-12	SCC Deputy Chief Exec office	e-mail	Joint parish Arrangements re Code of Conduct	06-Sep-12			18
06-Aug-12	YLCA	e-mail	Training programme September 2012	06-Sep-12	07-Aug-12		19
07-Aug-12	Zurich Insurance	e-mail	LCAS Seminar September 2012	06-Sep-12			20
08-Aug-12	SYFAB	e-mail	Funding news 6.8.12	06-Sep-12			21
09-Aug-12	SCC Deputy Chief Exec office	e-mail	Response re Code of Conduct matters	06-Sep-12			22
09-Aug-12	South Yorks Fire & Rescue	e-mail	Newsletter	06-Sep-12			23
10-Aug-12	NALC	e-mail	People in Action Conference	06-Sep-12			24
14-Aug-12	St Mary's Church Ecclesfield	e-mail	Church Magazine August	06-Sep-12			25
14-Aug-12	Treetops Social Club	e-mail	Thank you for grant	06-Sep-12			26
14-Aug-12	NCA	e-mail	NCA Calendar	06-Sep-12			27
15-Aug-12	Local Works	e-mail	Campaign to implement Sustainable Communities Act	06-Sep-12			28
15-Aug-12	SYFAB	e-mail	Funding news 14.8.12	06-Sep-12			29



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COUNCIL CORRESPONDENCE – 6 SEPTEMBER 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
15-Aug-12	Lisa Casey Northern SNA	e-mail	Minutes and agenda	06-Sep-12			30
15-Aug-12	Sheffield Libraries	e-mail	Libraries Consultation	06-Sep-12			31
16-Aug-12	SCC Democratic Services	e-mail	Parish and Town Council reps	06-Sep-12			32
17-Aug-12	Marie Curie Cancer Care	e-mail	Chapelton and Ecclesfield Group	06-Sep-12			33
20-Aug-12	NALC	e-mail	Events Bulletin	06-Sep-12			34
21-Aug-12	Charity Commission	e-mail	Newsletter August	06-Sep-12			35
21-Aug-12	Sheffield Star	e-mail	Community events	06-Sep-12			36
21-Aug-12	Historic Towns Forum	e-mail	Upcoming events	06-Sep-12			37
21-Aug-12	Chapelton Baths	e-mail	New pool inflatable	06-Sep-12			38
21-Aug-12	CPRE	e-mail	AGM Invitation	06-Sep-12			39
22-Aug-12	Lisa Casey Northern SNA	e-mail	Agenda re Partnership Away Day 6 Sept	06-Sep-12			40
22-Aug-12	SYFAB	e-mail	Funding news 21.8.12	06-Sep-12			41
23-Aug-12	Friends of the Peak District	e-mail	August newsletter	06-Sep-12			42
24-Aug-12	YLCA	e-mail	Training events September 2012	06-Sep-12			43
29-Aug-12	YLCA	e-mail	Training programme October 2012	06-Sep-12			44
29-Aug-12	SYFAB	e-mail	Funding news 28.8.12	06-Sep-12			45
29-Aug-12	Coterie Gallery	e-mail	Exhibition Thornccliffe revisited	06-Sep-12			46
29-Aug-12	NALC	e-mail	DIS Extra 791	06-Sep-12			47
30-Aug-12	CPRE	e-mail	August newsletter	06-Sep-12			48
03-Sep-12	Audit Commission	letter	Appointment of External Auditor	06-Sep-12			49
03-Sep-12	St Mary's Church	magazine	September newsletter	06-Sep-12			50
04-Sep-12	St Mark's Church	booklet	Grenoside News	06-Sep-12			51
05-Sep-12	South Yorks Fire & Rescue	e-mail	September briefing	06-Sep-12			52
05-Sep-12	Sheffield Fairness Commission	e-mail	Meeting to be held 8 Sept at Sheffield Town Hall	06-Sep-12			53
05-Sep-12	NCA	e-mail	Thornccliffe Masterplan update	06-Sep-12			54
05-Sep-12	Strategic Develop & Universal Services	e-mail	Positive Activities Curriculum Workshop	06-Sep-12			55
05-Sep-12	Chapelton Baths	letter	Invite to AGM 2 October 2012 and minutes	06-Sep-12			56
05-Sep-12	BDO External Auditors	report	Audit report for year ended 31 March 2012	06-Sep-12			57

APPENDIX A

COUNCIL CORRESPONDENCE – 6 SEPTEMBER 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
05-Sep-12	Lifelong skills & Comms Team	e-mail	Additional event Positive Activities Tender Support	06-Sep-12			<b>58</b>

MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 6<sup>TH</sup> SEPTEMBER 2012

Present were Councillors A Hooper (Chairman), A Bainbridge, Dr J Bowden, B Granger, Mrs K Granger, J Housley, J Jones, H House, and Mrs D Fearnley

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

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

13/41. Declarations of personal and/or pecuniary interest

Cllr Mrs Fearnley declared an interest in item 13/43 – 12/02323 – Site of the Fosters, Foster Way, High Green. Cllr Hooper declared an interest in item 13/43 – 12/02337 – Costcutter, Bevan Way, Chapeltown.

13/42. Exclusion of the press and public

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

13/43. Planning Proposals for consideration

12/01465 – 64 Cinder Hill Lane, Grenoside – Two residents attended the meeting to voice their concerns about the proposed planning application. There were five comments on the City Council website – the main areas of concern being:-

- Grenoside Conservation area – a letter of objection is on the SCC website – stating that the extension would dramatically alter the appearance of the street scene, changing its character.
- The proposed extension is overbearing, out of proportion and unsympathetic to existing properties.
- Withdrawal of the first application has caused confusion to residents – the second application differs minutely from the first plan.
- Lack of access to a shared boundary wall.
- Lack of light to neighbouring property
- Out of character with neighbouring properties
- The proposed extension would cover a drain inspection hatch

**Resolved:-** That the Committee support the residents' objections and requested that the Clerk write to the Head of Planning at Sheffield City Council to this effect.

**Letter to HOP at SCC**

12/02337 – Costcutter, Bevan Way – Cllr Hooper left the room whilst this item was discussed and Cllr Fearnley took over as Chair for this part of the meeting. Two residents attended the meeting to voice their concerns to the proposed application and one objection had been received. The main areas of concern are:-

- The car parking area is insufficient for the retail unit and proposed apartments. The resident stated that the mix of parked cars, pedestrians and delivery vehicles in the same area has the potential for accidents.
- The proposed development would be an overbearing building and “will detract from the ambience of the area”

- There is the potential for accidents at the busy road junction which is in close proximity to the site.
- The resident stated that on the appeal notice in the previous application where the request had been made for the extension of the standard time limit condition to five years it does state on the conclusion from the appeal inspector that "I am not therefore persuaded that a period of more than three years is justified". The resident asked that this comment be taken into account.

**Resolved:** That the Committee stated that they would ask that residents' comments be taken into consideration when making the decision and requested that a letter be sent to the Head of Planning at Sheffield City Council to this effect.

**Letter to HOP at SCC**

12/02402 – 32 Stephen Lane, Grenoside – No objections had been received to the plans, however two residents attended the meeting to view the plans with regard to the removal of the supporting wall. They stated that they had no objection to the proposed development but were concerned about the removal of the supporting wall to their garden due to the drop in garden levels.

**Resolved:** That the residents be advised to write to the Head of Planning at Sheffield City Council and that the Clerk write to the Head of Planning at Sheffield City Council asking that these concerns be taken into account when making a decision.

**Letter to HOP at SCC**

12/02233 – Land adjacent to electricity sub-station, Loicher Lane, Sheffield – one objection was on the City Council website but none had been received by the Committee. The resident was concerned about the increase in traffic on the lane;

**Resolved:** That a letter be sent to the Head of Planning to enquire why there should be an increase in the running hours, as this is close to residential properties.

**Letter to HOP at SCC**

12/01999 – Bach, 7 Market Place, Chapeltown – No objections had been received to this application – however the Committee were keen to ensure that the business would not trade on a Sunday and that the licensing hours be adhered to

**Resolved:-** That this comment be sent to the Head of Planning at Sheffield City Council.

**Letter to HOP at SCC**

12/02410 – Unit 1, Provincial Park, Nether Lane, Sheffield – Three objections were on the City Council website to the proposed development. The main areas of concern were of noise from a manufacturing unit which is in close proximity to a residential area. The residents were also concerned about possible extra traffic this unit would bring to the site.

**Resolved:-** That the Committee support the application in principle as it would bring extra jobs into the Parish. They were however concerned that noise levels be kept to a minimum and requested that a letter be sent to the Head of Planning to this effect.

**Letter to HOP at SCC**

13/44. Licence Applications

There were none received.

13/45. To receive information from Mr C Prescott regarding production of updated walks leaflets for the Parish

Mr Prescott attended the meeting and brought examples of the walks leaflets that he has produced for Bradfield Parish Council. The leaflets have been funded 100% by EPIP and he explained that this was a 2 stage application process for funding. The Committee agreed that the leaflets that we currently have and which are very popular in the Parish need updating.

**Resolved:-** That the Clerk would speak to Mr Prescott at a separate meeting to discuss the process of applying for funding. Mr Prescott agreed to send the application form to the Parish Council and stated that he would assist the Clerk in this process.

13/46. To consider removing the Parish Council bench situated outside No. 19 Worrall Road, High Green and giving it to one of the local "In Bloom" groups

Cllr Adam Hurst a Sheffield City Councillor attended the meeting to enquire if there had been any further developments with regard to the removal of the bench from outside 19 Worrall Road. The Committee agreed that the bench which belongs to Ecclesfield Parish Council be removed and given to High Green in Bloom so that it may be placed in Mortomley Park.

**Resolved:** That the Clerk write to Sheffield Homes as they had stated in previous correspondence that they would remove the bench. The Committee also requested that the Clerk write to British Telecom asking that the vandalised phone box on Worrall Road be removed.

**Clerk to write to Sheffield Homes and British Telecom**

13/45. Correspondence

To consider items requiring action or a response

Items 20, 21 and 22 – Telephonica base stations Foster Way/Thompson Hill and Greengate Lane/Worrall Road – E-mails had been received from Galliford Try representing Telephonica asking if the Parish Council wished to comment on the above prior to their submitting planning applications to Sheffield City Council.

**Resolved:** That the Clerk respond to say that these will be considered fully when the applications are received and neighbours have been consulted on the proposed developments.

**Clerk to respond to Galliford Try**

APPENDIX A

<b>PLANNING LIST 6 SEPTEMBER 12</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>12/01465</b>	<b>FUL</b>	<b>P JESSOP</b>	<b>64 CINDER HILL LANE, GRENOSIDE</b>	<b>N/CONSULTED 5 COMMENTS ON SCC WEBSITE PHOTOGRAPHS</b>	<b>SUPPORT RESIDENTS RE OVERBEARING LOSS OF LIGHT ETC</b>	06-Sep-12
21-Aug-12		Rec2.8.12	2 STOREY SIDE EXTN INCL GARAGE, EREC. OF FRONT PORCH, SINGLE STOREY REAR EXTN & ALTS TO ROOF TO CREATE ADDL LIVING ACCOMM & REAR DORMER WINDOW			
<b>12/02323</b>	<b>FUL</b>	<b>F KHAN</b>	<b>SITE OF THE FOSTERS, FOSTER WAY, HIGH GREEN</b>	<b>N/CONSULTED 1 COMMENT IN SUPPORT ON SCC WEBSITE</b>	<b>NO OBJECTIONS</b>	06-Sep-12
20-Aug-12		Rec 2.8.12	EREC OF 3 STOREY DEVELOPMENT COMPRISING GROUND FLOOR RETAIL SPACE (USE CLASS A1) WITH 4 RESIDENTIAL FLATS ABOVE			
<b>12/02337</b>	<b>FULR</b>	<b>M YOUNG</b>	<b>COSTCUTTER, BEVAN WAY, CHAPELTOWN</b>	<b>N/CONSULTED 1 OBJ REC</b>	<b>REQUEST COMMENTS BE TAKEN INTO ACCOUNT</b>	06-Sep-12
21-Aug-12		Rec 2.8.12	ERECT OF GROUND FLFLOOR RETAIL UNIT WITH 5 APARTMENTS AT 1ST FLOOR LEVEL & PROV OF CAR PARKING ACCOMM ( EXTN OF PP08/04005/FUL)			
<b>12/02233</b>	<b>FUL</b>	<b>B TURNER</b>	<b>LAND ADJACENT TO ELECTRICITY SUB-STATION LOICHER LANE, SHEFFIELD S35 9YR</b>	<b>N/CONSULTED 1 COMMENT ON SCC WEBSITE</b>	<b>COMMENTS RE EXTENSION OF RUNNING HOURS</b>	06-Sep-12
21-Aug-12		Rec. 6.8.12	APPLICATION TO ALLOW GENERATOR TO BE RUNNING FOR MORE THAN 6 HOURS IN ANY 24 HOUR PERIOD (APPLICATION UNDER SECTION 73 TO VARY CONDITION 6 OF PLANNING PERMISSION 11/00106/FUL)			
<b>12/02402</b>	<b>FUL</b>	<b>B TURNER</b>	<b>32 STEPHEN LANE, SHEFFELD S35 8QZ</b>	<b>N/CONSULTED RESIDENT ATTENDING MEETING</b>	<b>COMMENTS RE SUPPORTING WALL</b>	06-Sep-12
24-Aug-12		Rec. 7.8.12	AMENDMENT TO GARAGE TO FORM A DOUBLE GARAGE E486APPLICATION UNDER SECTION 73 TO VARY CONDITION 2			
			APPROVED DOCUMENTS 3657-00a, 01c, 02b, 03b AND 04c WITH AMENDED DRAWINGS 3967-01E, 02E, 03F AND 04D			

APPENDIX A

			AS IMPOSED BY PLANNING PERMISSION 12/01812/FUL			
			ERECTION OF A DWELLINGHOUSE AND GARAGE			
<b>12/01999</b>	<b>CHU</b>	<b>M YOUNG</b>	<b>BACH, 7 MARKET PLACE, CHAPELTOWN</b>	<b>N/CONSULTED</b>	<b>COMMENTS RE NO SUNDAY TRADING AND TRADING HOURS</b>	06-Sep-12
28-Aug-12		Rec 9.8.12	USE OF SHOP AS ADULT GAMING CENTRE (SUI GENERIS)	<b>NO COMMENTS</b>		
<b>12/02410</b>	<b>FUL</b>	<b>F KHALIL KHAN</b>	<b>UNIT 1, PROVINCIAL PARK, NETHER LANE, SHEFFIELD S35 9ZX</b>	<b>N/CONSULTED</b>	<b>COMMENTS RE NOISE LEVELS IN RESIDENTIAL AREA</b>	06-Sep-12
05-Sep-12		Rec 20.8.12	USE OF UNIT FOR MANUFACTURE OF MACHINED METAL COMPONENTS (USE CLASS B2) INCLUDING ERECTION OF 2	<b>3 COMMENTS ON SCC WEBSITE</b>		
			DOCK LEVELLERS WITH ENCLOSURE AND CONCRETE LOADING			
			DOCK, INSTALLATION OF ELECTRICITY SUB-STATION AND TRANSFORMER ENCLOSURE AND ERECTION OF 1.8 HIGH PALLISADE FENCING TO YARD AREA			

APPENDIX B

PLANNING CORRESPONDENCE – 6 SEPTEMBER 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
21-Aug-12	Resident	letter	Obj re 12/02337 Costcutter Bevan Way		06-Sep-12		1
08-Aug-12	Streetforce	e-mail	Response re litter and glass		06-Sep-12		2
08-Aug-12	Gleasons	e-mail	Neighbourhood Planning Project		06-Sep-12		3
08-Aug-12	PSMA	e-mail	August newsletter		06-Sep-12		4
10-Aug-12	Resident	e-mail	Walks leaflets		06-Sep-12		5
13-Aug-12	SCC	e-mail	Roadworks Report 871		06-Sep-12		6
13-Aug-12	SCC/Kier	e-mail	Response re land adj 49 Creswick Lane		06-Sep-12		7
16-Aug-12	Northern SNA	e-mail	Street Force ASB reports		06-Sep-12		8
16-Aug-12	Resident 1	e-mail	Response re obj Hesley Wood Tip		06-Sep-12		9
17-Aug-12	Resident 2	e-mail	Response re obj Hesley Wood Tip		06-Sep-12		10
17-Aug-12	Resident 3	e-mail	Response re obj Hesley Wood Tip		06-Sep-12		11
24-Aug-12	Mr Brackenbury	e-mail	Cowley Res Action Grp meeting 31.8.12		06-Sep-12		12
16-Aug-12	Resident	e-mail	Hedgerows in Chapelton		06-Sep-12		13
24-Aug-12	Streetsahead	e-mail	Response re overgrown hedges High Green		06-Sep-12		14
17-Aug-12	SCC Highways Enforcement Officer	e-mail	Footpath at Thornccliffe overgrown vegetation		06-Sep-12		15
17-Aug-12	SCC	e-mail	Roadworks Report 872		06-Sep-12		16
24-Aug-12	SCC	e-mail	Roadworks Report 873		06-Sep-12		17
31-Aug-12	SCC	email	Roadworks report 874		06-Sep-12		18
17-Aug-12	Director of Housing SCC	e-mail	Northern Partner Panel		06-Sep-12		19
30-Aug-12	Galliford Try Communications	e-mail	Telecom base station amended site		06-Sep-12		20
30-Aug-12	Galliford Try Communications	e-mail	Telecom base station Foster Way & Thompson Hill		06-Sep-12		21
30-Aug-12	Galliford Try Communications	e-mail	Telecom base station Greengate Lane		06-Sep-12		22
05-Sep-12	South Yorks Transport	e-mail	Supertram Scooter Policy		06-Sep-12		23



MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 18<sup>TH</sup> SEPTEMBER 2012

Present were Councillors Mrs D Fearnley (Chairman), A Bainbridge, Dr J Bowden, B Granger, Mrs K Granger, J Housley, H House

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

Apologies for absence were received from Cllrs A Hooper, D Pepper and J Jones and the reasons for absence were approved by the Committee.

13/46. Declarations of personal and/or pecuniary interest

Cllr A Bainbridge declared an interest in planning application 12/02658 – Greystones, 55 Housley Park, due to him living in close proximity to the premises.

13/47. Exclusion of the press and public

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

13/48. Planning Proposals for consideration

12/02728 – David Chadwick Centre, Mortomley Lane - Received but not considered as the premises are currently owned by the parish council.

12/02610/FUL – 5 Salt Box Lane, Grenoside – One comment had been received from neighbouring residents and an additional comment was on the City Council website. The main areas of concern being:-

- The old access across the grass verge and footpath and the poor state of the grass verge following months of building work and parking/use of the verge.

The Committee would like to support these comments and requested that the Clerk write to the Head of Planning at Sheffield City Council asking that the following condition be placed on the application:-

- The removal of the redundant old access and the reinstatement of the grass verge, with wooden posts to protect both below and above the proposed access.

**Letter to be sent to HOP at SCC**

12/02702/FUL – 3 Mortomley Croft, Chapelton – The Planning Committee considered this application. No objections had been received and the Committee have no objection to the planning application, they would however wish to seek clarification that the materials to be used for the proposed development are similar and in keeping with neighbouring properties. The application does state “amendments to the type include new dormers to rear, new sun lounge and change to materials palette”.

**Letter to be sent to HOP at SCC**

The Committee had no objection to the other plans received for consideration.

13/49. Licence Applications

There were none received.

13/50. Correspondence

To consider items requiring action or a response. Members noted correspondence received in particular:-

Item 4 – Planning Inspectorate – Appeal Notice – 51 Thompson Hill –Conclusion of the appeal - “The enforcement notice is upheld and planning permission is refused in respect of the deemed application”.

Item 6 – Minutes of Partners Panel meeting 14 September 2012 – Cllr House reported on items discussed at the meeting – these being:-

- Healthy Communities Programme – P Dhoot and Margot Jackson attended the meeting and provided an informative presentation. The work of the High Green Development Worker was also discussed. It had been requested that Darren Ward be invited to attend the Council meeting on the 4 October 2012 to update the Council on his work in the Parish.
- Older People Consultation – This meeting is due to take place on Tuesday 23 October 10.30am to 2.00pm in Newton Memorial Hall.

Item 7 – Dog Fouling stencilling scheme – Cllr Housley confirmed that he had contacted the Northern Community Assembly in his capacity as Chair of Chapeltown in Bloom to say that he would be attending the training session in September. This correspondence has also been sent to all Councillors for information.

Item 8 – Chapeltown Successful Centres project (previously Thriving Districts & Local Centres) – a meeting is due to be held on Thursday 4 October 2012 at 12.30pm at the Community Assembly offices to discuss how the remaining money is planned to be spent. Cllrs House and Housley confirmed that they are going to attend this meeting.

Cllr A Bainbridge requested that an item be placed on the Planning Agenda for the 4 October to discuss the manner in which plans are considered.

## APPENDIX A

PLANNING LIST – 18 SEPTEMBER 2012						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS  ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL  OBSV'S & DEC'S	COMM.  DATE
12/02606 20-Sep-12	FUL	B TURNER Rec. 3.9.12	390 WHITLEY LANE, SHEFFIELD S35 8RQ TWO SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	18-Sep-12
12/02575 19-Sep-12	FUL	P JESSOP Rec. 3.9.12	B BRAUN ASEPTIC UNIT, UNIT 8 BROOKDALE ROAD, SHEFFIELD ERECTION OF EXTERNAL TIMBER BIN STORE	N/CONSULTED	NO OBJECTION	18-Sep-12
12/02610 21-Sep-12	FUL	E PARKER Rec 4.9.12	5 SALT BOX LANE, GRENSIDE CONSTRUCTION OF A MEANS OF VEHICULAR ACCESS	N/CONSULTED	COMMENTS RE GRASS VERGES	18-Sep-12
12/02702 24-Sep-12	FUL	S HULL Rec 6.9.12	3 MORTOMLEY CROFT, CHAPELTOWN SUBSTITUTION OF HOUSE TYPE - PLOT 3 (AMENDMENT TO PREVIOUSLY APPROVED SCHEME 07/00209/FUL)	N/CONSULTED	COMMENTS RE SUITABLE MATERIALS	18-Sep-12
12/02730 26-Sep-12	FUL	F KHAN Rec 10.9.12	79 IRONSTONE DRIVE, CHAPELTOWN SINGLE STOREY REAR EXTENSION	N/CONSULTED	NO OBJECTION	18-Sep-12
12/12/02728 26-Sep-12	FUL	S HULL Rec 10.9.12	DAVID CHADWICK CENTRE, MORTOMLEY LANE, HIGH GREEN ALTS & EXTNS TO FORMER COMMUNITY CENTRE TO FORM 2 BEDROOM BUNGALOW	N/CONSULTED	On the advice of The Clerk this Application was not discussed	18-Sep-12
12/02658 28-Sep-12	FUL	P JESSOP Rec. 11.9.12	GREYSTONES, 55 HOUSLEY PARK, SHEFFIELD S35 2UE SINGLE STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	18-Sep-12

APPENDIX B

PLANNING CORRESPONDENCE – 18 SEPTEMBER 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
07-Sep-12	SCC	e-mail	Roadworks Report 875		18-Sep-12		1
12-Sep-12	PSMA, Ordnance Survey	e-mail	News bulletin September 12		18-Sep-12		2
13-Sep-12	Cllr Hooper	e-mail	Barn Dance 29 September 12		18-Sep-12	20-Sep-12	3
14-Sep-12	The Planning Inspectorate	letter	Appeal Notice re 51 Thompson Hill		18-Sep-12		4
14-Sep-12	Residents	e-mail	Comments re 12/02610 5 Salt Box Lane		18-Sep-12		5
17-Sep-12	Bradfield Parish Council	e-mail	Minutes of partners panel meeting 14.9.12		18-Sep-12		6
17-Sep-12	NCA	e-mail	Piloting a dog fouling stencilling scheme		18-Sep-12		7
17-Sep-12	SCC	e-mail	Chapelton successful centres projects		18-Sep-12		8
17-Sep-12	SCC	e-mail	Roadworks Reports 876		18-Sep-12		9

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING  
HELD 20<sup>TH</sup> SEPTEMBER 2012

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

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

Apologies were received from Cllrs Constance and Oxley and the reasons for absence were approved by the Committee

13/38. Declarations of Interest

There were none received.

13/39. Exclusion of the Press and Public

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

13/40. Financial Reports

The Clerk informed members of the new format of financial reports.

RECOMMENDED: that the financial reports for the period 20 July to 20 September 2012 be confirmed.

13/41. Applications for Financial Assistance

13/41(1) Activity Sheffield

Danny Kemp the Area Manager for Activity Sheffield attended the meeting to inform members of the need for a grant towards enhancing the provision of an additional day of sport camp at Ecclesfield Secondary School where approximately 45-50 children attend per day. Danny explained that they want to deliver a 50+ programme in Grenoside with groups taking part in activities such as indoor curling, boccia and boxercise. They also support Community Groups in the North area of Sheffield. He explained that the Northern Community Assembly have funded additional staff members. The total cost of the grant request was £1417 and it was:-

RECOMMENDED: that a grant of £1417 be awarded to the group towards the provision of these services. The Clerk was requested to write to Ecclesfield School to establish whether the cost of hiring the venue could be waived or reduced.

13/41(2) Grenoside Park Bowling Club

One of the members of the Bowling Club attended the meeting to explain why they required a grant. He explained that over the last few years they have been carrying out improvements to the grounds and the clubhouse. They now want to provide permanent seating instead of the plastic chairs which they currently have, which need to be removed and stored at the end of each session. The type of chairs that they have received a quote for are wrought iron with plastic seating. The total cost of the seating is £1486 inclusive of VAT but they are requesting a grant of £500 towards the cost of these seats. Cllr Pepper stated that he would like the Clerk to

write to the group requesting that they explore other more robust seats which are vandal proof. It was therefore:-

RECOMMENDED: that the Clerk write to the Group to inform them that a grant of £500 would be given towards the purchase of the seats, once they have explored the possibility of providing more robust seating.

13/42. Examination of Financial Transactions

The income, payments and bank reconciliation for September were examined by members and signed by the Chairman of the Finance Committee. The new accounts folders were brought to the meeting for inspection by the Committee. Members were also provided with copies of these documents as listed below.

13/43. Receipt schedule, payment schedule and bank reconciliation schedule for April 2012

RECOMMENDED: that the receipts schedule, payment schedule and account/bank reconciliation for April 2012, as now presented by the Clerk & Financial Officer, be confirmed"

13/44. Receipt schedule, payment schedule and bank reconciliation schedule for May 2012.

RECOMMENDED: that the receipts schedule, payment schedule and account/bank reconciliation for May 2012, as now presented by the Clerk & Financial Officer, be confirmed"

13/45. Receipt schedule, payment schedule and bank reconciliation schedule for June 2012.

RECOMMENDED: that the receipts schedule, payment schedule and account/bank reconciliation for June 2012, as now presented by the Clerk & Financial Officer, be confirmed"

13/46. Receipt schedule, payment schedule and bank reconciliation schedule for July 2012

RECOMMENDED: that the receipts schedule, payment schedule and account/bank reconciliation for July 2012, as now presented by the Clerk & Financial Officer, be confirmed"

13/47. To approve a receipt schedule, payment schedule and bank reconciliation schedule for August 2012.

RECOMMENDED: that the receipts schedule, payment schedule and account/bank reconciliation for August 2012, as now presented by the Clerk & Financial Officer, be confirmed"

13/48. To consider the Council's overall financial position – Clerk and Financial Officer to report.

The Clerk provided members with a list of regular payments up to the end of the current financial year to enable members to be able to consider how the projected year end balance should be spent. Members considered the figures and:-

RECOMMENDED: that a) £20,000 be earmarked towards the cost of the next Parish Election in 2015 and b) the remaining amount of £1,000 in the Community Liaison Function be transferred to the Admin budget heading.

13/49. To consider information received from PWLB regarding the possible repayment of the Council's outstanding loan.

The Clerk explained the current position with regard to the cost of paying off the outstanding PWLB loan once the David Chadwick Centre has been sold as this would be a capital receipt which can only be used in certain ways.

13/50. Replacement of the current IT equipment and updating software .

The Clerk explained that the current IT equipment at the Parish Council is outdated and insufficient for the needs of the office.

RECOMMENDED that a) a maximum of £2,500 be made available for the purchase of new IT equipment for the office and b) the Clerk also obtain quotes for a projector for the Council Chamber to enable members of the Planning Committee to consider electronic copies of plans.

13/51. To consider the provision of Christmas tree grants in the Parish

RECOMMENDED that: a grant of £150 be given to the five Community Groups within the Parish to provide Christmas trees and lights in all areas of the Parish.

13/52. To consider the provision of Christmas grants to schools in the Parish

Members considered the amount of grant previously provided to each school towards Christmas festivities and it was

RECOMMENDED: that a) a grant of £1.50 per child be given to each school for the provision of such activities, with a stipulation in the letter that the money must only be used for Christmas festivities and b) a grant of £3.00 per child be given to Paces School in view of the number of pupils attending.

13/53. To consider the budget and precept for 2013/2014

The Committee were informed by the Clerk of the need to commence consideration of the budget for the next financial year. It was therefore

RECOMMENDED that the Clerk produce figures for the next Finance meeting in October showing a standstill budget, a 1% increase, 2% increase and 3% increase in the precept.

13/54. To consider content and style of Finance Leaflet for 2013

Members were provided with copies of the 2012 Finance Leaflet and were asked to consider any changes that were required to be made to the Leaflet. Members agreed to discuss this further at the next Finance meeting in October.

13/55. To consider the policy for issuing keys to the Parish office.

RECOMMENDED that the policy of issuing the keys remain the same in that only the Chairman of the Council, and the Chair of Planning and Finance having copies of the keys.

13/56. To consider renaming the Parish office.

This item will be discussed at the next Finance meeting when the agenda will read "To consider renaming the Community Room".

13/57. Correspondence

Item 6 – Black Rock – Charinco Investment Fund – The Clerk reported to the Committee that since the additional investment of money from the Grenoside Exhibition Charity Account a dividend in the amount of £138.00 had been received from M & G Investments and we were expecting an additional amount from Black Rock. He stated that the total money available for distribution or re-investment should be in the region of £500 to £700.

Many items of correspondence had been received from Foys Solicitors, Shield Estates and the City Council regarding the sale of the David Chadwick Centre. The Clerk reported that this hopefully should be nearing conclusion in the not too distant future.

Item 28 – Cllr Hooper had invited everyone to the Barn Dance on the 29 September at 7.00pm at Grenoside Community Centre in aid of the Grenoside Reading Room.



## APPENDIX A

FINANCE CORRESPONDENCE – 20 SEPTEMBER 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
08-Aug-12	PWLB	e-mail	Repayment of loan			20-Sep-12	Agenda item
12-Sep-12	Ecclesfield Conservation Group	e-mail	Christmas tree grant			20-Sep-12	Agenda item
01-Aug-12	SYFAB	email	Funding News 31.7.12			20-Sep-12	1
05-Sep-12	SYFAB	e-mail	SYFAB funding news 4.9.12			20-Sep-12	2
12-Sep-12	SYFAB	e-mail	Funding news 11.9.12			20-Sep-12	3
19-Sep-12	SYFAB	e-mail	Funding news 17.9.12			20-Sep-12	4
07-Sep-12	Chris Prescott	e-mail	EPIP Funding			20-Sep-12	5
13-Aug-12	Black Rock	letter	Charinco Common Investment Fund			20-Sep-12	6
15-Aug-12	NPower	letters	Increase in charges by 16.9%			20-Sep-12	7
06-Aug-12	SCC Nalin Seneviratne	e-mail	Sale of DCC			20-Sep-12	8
06-Aug-12	Foys Solicitors	e-mail	Re sale of DCC 3.8.12			20-Sep-12	9
06-Aug-12	Shield Estates	e-mail	Re Deed of Variation			20-Sep-12	10
06-Aug-12	Foys Solicitors	e-mail	Re Deed of Variation			20-Sep-12	11
08-Aug-12	Foys Solicitors	e-mail	Update re sale of DCC			20-Sep-12	12
13-Aug-12	Foys Solicitors	e-mail	Update re DCC 13.8.12			20-Sep-12	13
20-Aug-12	Shield Estates	e-mail	Response 2 re DCC			20-Sep-12	14
20-Aug-12	Shield Estates	e-mail	Response 1 re DCC			20-Sep-12	15
20-Aug-12	Foys Solicitors	e-mail	Update re DCC 17.8.12			20-Sep-12	16
24-Aug-12	Shield Estates	e-mail	E-mail to Foys re DCC			20-Sep-12	17
24-Aug-12	Shield Estates	e-mail	Fee notes for sale of DCC			20-Sep-12	18
24-Aug-12	Foys	letter	Contract and Transfer re DCC			20-Sep-12	19
24-Aug-12	Foys	e-mail	Update 24.3.12			20-Sep-12	20
24-Aug-12	Foys	e-mail	Email to Shield Estates re costs			20-Sep-12	21
31-Aug-12	Foys	e-mail	Update re DCC			20-Sep-12	22
11-Sep-12	Foys Solicitors	e-mail	The David Chadwick Centre			20-Sep-12	23
13-Sep-12	Mike Shield	e-mail	Update re David Chadwick Centre			20-Sep-12	24

APPENDIX A

FINANCE CORRESPONDENCE – 20 SEPTEMBER 2012							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plann	Ref/Fin	No.
14-Sep-12	Mike Shield	e-mail	Comments re Deed of Release			20-Sep-12	<b>25</b>
14-Sep-12	Roy Ferrill	e-mail	Update re Deed of Release			20-Sep-12	<b>26</b>
17-Sep-12	Foys Solicitors	e-mail	Deed of Release DCC			20-Sep-12	<b>27</b>
13-Sep-12	Cllr Hooper	e-mail	Barn Dance 29 September 12		18-Sep-12	20-Sep-12	<b>28</b>
18-Sep-12	SCC	e-mail	Activity Sheffield Awareness Campaign			20-Sep-12	<b>29</b>
19-Sep-12	Cllr Oxley	e-mail	Staffing items for October Finance agenda				<b>30</b>
20-Sep-12	Ecclesfield Park Companions	letter	Thank you for grant			20-Sep-12	<b>31</b>