

To all Members of the Parish Council

SUMMONS

2nd January 2014

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at 7.30 pm on Thursday 9th January 2014 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 Disclosable pecuniary interests 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 a) approve the Minutes of the Parish Council meeting held 5th December 2013 (Pgs: 1-6 & Append A), and b) discuss any matters arising from the minutes for information only
5. To a) approve the Minutes of the Environmental Planning & Employment Committee meeting held 5th December 2013 (Pgs:9-11 & Appends A & B),
b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only
6. To a) approve the Minutes of the Environmental Planning & Employment Committee meeting held 17th December 2013 (Pgs: 14-15 & Appends A & B),
b) approve any recommendations arising from the meeting and c) discuss any matters for information only
7. To a) approve the Minutes of the Finance & Premises Committee meeting held 19th December 2013 (Pgs: 19-20 & Appendix A), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only
8. To receive a verbal report from the Environmental Planning & Employment Committee meeting held 9th January 2014

9. To report back on negotiations with Sheffield City Council regarding leisure facilities in Sheffield.
10. To receive a report from the Clerk & Financial Officer regarding the council's duty under Section 149 of the Equalities Act 2010 and agree a course of action.
11. **CORRESPONDENCE** – Items requiring a decision or response
12. **ACCOUNTS** – To approve the accounts presented for payment
13. **LOCAL EVENTS**

Yours faithfully

D Morton

D J Morton
Clerk and Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING
HELD 5TH DECEMBER 2013

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

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

Apologies for absence were received from Cllrs A Bainbridge and J Jones and the reasons for absence were approved by the Council.

There were several members of the public present at the meeting who were invited to raise any questions or queries they wished to ask of the Council.

The first member of the public enquired about the Chapelton toilets and when they would be reopened. The Clerk informed her that he had written to Sheffield City Council stating that the Parish Council would be happy to take over the responsibility of the annual running cost of the toilets once the building was in a sound state of repair. This was following a survey that the Parish Council had requested to be carried out when it was discovered that the building was in a poor state of repair. Confirmation has now been received from Kier Services stating that works are to be carried out at considerable cost to the City Council and the Environment Agency and they have requested that the toilets do not re-open until this work is completed which is expected to be April 2014. The resident thanked the Parish Council for agreeing to take over the running of the toilets once the improvement works have taken place.

The second member of the public raised four issues:-

1. The appeal with regard to the planning application 12/03543/FUL – Site at 2 Wortley Road, High Green, Sheffield S35 4LU was now going to be determined on the basis of a Public Inquiry. The resident enquired if the Parish Council were still of the same opinion and would support the objection. The Parish Council confirmed they were still of the same opinion and that all previous representations will have been sent by the City Council to the Planning Inspectorate. All additional comments must be received by the Planning Inspectorate by the 3 January 2014. He was unsure what format the Inquiry would be and whether it would be open to the public but he agreed to clarify this.
Clerk to seek clarification
2. High Green Action Team had been in discussion with Kinsey Road Sheltered Housing and the residents had stated that they felt isolated as they were unable to get out of their properties due to lack of stairlifts. He enquired whether the Parish Council could encourage Sheffield Homes to install stair lifts for the residents. Cllr S Constance agreed to look into this and report back at a further meeting.
Cllr Constance to investigate and report back
3. The resident stated that there are still serious problems with the roads, pavements, barriers and lights not working on Potters Gate. There are holes 5-6 feet deep where the barriers have fallen into the holes. Cllr Mrs Fearnley also

reported that an old street light that had been excavated has fallen over in the high winds. The resident agreed to send photographs of the problems in to the Parish Council who could then act upon it and write to the appropriate people at the City Council.

Clerk to write to City Council

4. The resident enquired about whether contact had been made with the owner of Pickwicks and the poor state of repair of the building. Cllr Weatherall confirmed that the City Council have written to the owner but could not report any further on the matter at the present time.

The Chair thanked the residents for their questions and invited them to stay to the end of the meeting if they wished.

14/99. Declarations of Interest

There were none received.

14/100. Exclusion of Press and Public

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

14/101. To a) approve the Minutes of the Parish Council meeting held 7th November 2013 and b) discuss any matters arising from the minutes for information only

Resolved: that the minutes of the Council meeting held on 7th November 2013 be confirmed as a true and accurate record of proceedings.

14/102. To a) approve the Minutes of the Environmental Planning Committee meeting held 7th November 2013 and b) approve any recommendations arising from the meeting and c) discuss any matters arising for information only

Resolved: that the minutes of the Environmental Planning Committee held on 7th November 2013 be confirmed as a true and accurate record of the proceedings.

14/103. To a) approve the Minutes of the Environmental Planning Committee meeting held 19th November 2013 and b) approve any recommendations arising from the meeting and c) discuss any matters for information only

Resolved: That the minutes of the Environmental Planning Committee held on 19th November 2013 be confirmed as a true and accurate record of the proceedings.

14/104. To a) approve the Minutes of the Finance & Premises Committee meeting held 21st November 2013 b) approve any recommendations arising from the meeting and c) discuss any matters arising for information only

Resolved: that the minutes of the Finance & Premises Committee held on 21st November 2013 be confirmed as a true and accurate record of the proceedings.

14/105. To receive a verbal report from the Environmental Planning Committee meeting held 5th December 2013

Resolved: that the verbal report of Cllr Hooper be received.

14/106. To consider informing Sheffield City Council that Ecclesfield Parish Council supports the City Council's proposals to introduce new recreation facilities in the Parish and is minded to provide financial assistance to the City Council subject to consultation, the provision of extra information, appropriate advice and assistance being obtained and an assessment of any equality considerations

Mr P Billington, Director of Culture & Environment, Sheffield City Council, in attendance.

The purpose of this item was to consider a proposal by Sheffield City Council to provide a new swimming pool and associated health facilities within the Ecclesfield Parish Council area, with the working title of "North Active", which requires the Parish Council to close the current swimming pool on Burncross Road and make a financial contribution, with others, towards the new provision.

Mr Billington gave an overview of the whole project and then explained:

- Initial cost estimates are set at around £7m. The City Council will contribute around one third of the capital funds and has welcomed the support of partners to the project who together are able to make a majority contribution to the capital cost. Some of the funding is already confirmed (e.g. the National Centre for Sport and Exercise has confirmed £2.3m) and the balance from other partners is provisional and subject to final confirmation.
- The City Council will decide its funding in February and is likely to propose an investment of £2.5m from its capital programme.
- The City Council would be responsible for the on-going revenue costs.
- The involvement and commitment from Ecclesfield Parish Council was, for 4 reasons, critical. Firstly, the national funding bodies need to be convinced that there is local support for the project and in many respects, the Parish Council is seen by them as the bell-weather of that local opinion. Secondly, a financial contribution from the Parish Council was essential. Thirdly, the new facilities need to replace, not compete with, the current baths owned by the Parish Council. Fourthly, the Parish Council was seen as partner in the new arrangement.
- He was specifically requesting from the Parish Council a) full support for the proposal, b) a financial contribution of up to £150,000.00 arising from the disposal by the Parish Council of the current baths site, and c) a further contribution of up to £30,000.00 per year for 25 years. He stressed that the request did not exceed the financial liability of the Parish Council to the current baths operation.
- He confirmed that the North Active proposal indirectly secured the success of the Thorncliffe Masterplan by ensuring the site was declared as strategically important.
- He confirmed that discussions with the Thorncliffe Masterplan Group had already commenced in respect of the above.

The Clerk & Financial Officer explained that preliminary discussions had taken place on the proposals currently being considered, simply because of their size and complexity, and the need to move forward within tight timescales.

In order to aid discussion the Clerk & Financial Officer referred to the following documents which he had either compiled or obtained for the benefit of the Parish Council:

- Minutes of a Working Party held on 30 July and 6 August 2013
- A Written proposal and request from Mr P Billington, Head of Culture & Environment, Sheffield City Council dated 8 October 2013 which he went through in detail.
- A formal Legal Opinion from Mr J Wragg, Barrister, dated 8 October 2013.
- A formal Legal Opinion from Mr J Wragg, Barrister, dated 1 December 2013 regarding the Parish Council's duty to comply with the Public Sector Equality Duty as provided under Section 149 of the Equalities Act 2010.
- A letter of support received from the Chairman of the Chapelton Community Baths Company dated 14 October 2013.

The Clerk & Financial Officer reviewed all the above documents and updated members on his wide ranging discussions with Mr Billington, Mr Wragg, and others in respect of the proposal which had been placed before the Parish Council.

The members confirmed that they had studied all the documentation provided by the Clerk & Financial Officer, particularly that concerned with the Parish Council's responsibility to proceed in accordance with its duty to comply with the Public Sector Equality Duty.

Following receipt of the above information and advice, members discussed the matters at length. Mr Billington and the Clerk & Financial Officer responded to the many questions and comments from members.

RESOLVED UNANIMOUSLY:-

Proposed by Cllr J Housley and Seconded by Cllr G Weatherall

1. That the Parish Council receive and note the various reports, advice and information received from the Clerk & Financial Officer.
2. In view of the significant benefits that the North Active Proposal will bring to the area, the Parish Council confirm to Sheffield City Council that it is minded to provide financial assistance to the City Council, in the sums of up to £150,000.00 arising from the disposal of current baths site and up to £30,000.00 per year for 25 years, subject to:-
 - Consultation
 - The receipt of further advice where necessary
 - An assessment of equality issues

3. That the Clerk & Financial Officer is authorised to explore more advantageous ways of making the same commitment to the City Council.
4. That, in line with the legal and other professional advice already obtained, the Clerk & Financial Officer is delegated with the authority to negotiate and agree a draft Memorandum of Understanding/Heads of Terms with Sheffield City Council which is returned to a future meeting of the Parish Council for approval.
5. That the Parish Council fully acknowledges its Public Sector Equality Duty under Section 149 of the Equalities Act 2010.
6. That the Clerk & Financial Officer makes a report to the January 2014 Council Meeting with further details of the parish council's duty under Section 149 of the Equalities Act 2010.

14/107. To confirm the precept for the financial year ended 31st March 2015

The Clerk was requested to defer this item to the December Finance Committee for further discussion.

14/108. Correspondence (Appendix A)

Items requiring a decision of response

Members noted correspondence received which is also available on the secure area for them to view.

Item 8 – Ofsted Report – Paces School – Cllr Edley informed the Council that the school had recently received an Outstanding Report and requested that a letter be sent from the Parish Council congratulating the school on their success.

Letter to be sent to Paces

Item 24 – North Active Consultation meetings – Cllr Pepper enquired whether all member of the Parish Council had received the documentation to attend the future meetings. Cllr Weatherall stated that he would check that all members of the Parish Council are on the mailing list.

14/109. Accounts

Resolved: That the following accounts be approved for payment:

Payable to	Amount	Payment details	Payment made under
Merlin Networks	£123.20	Renewal of domain name 2 years + 1 year web hosting	LG Act 1972 s111
British Gas	£120.13	Gas supply Community Room Aug to Nov	LG Act 1972 s111
British Gas	£217.79	Gas supply Council offices	LG Act 1972 s111
Pollards Wholesale Ltd	£52.17	Coffee, cream and milk for meetings	LG Act 1972 s111
Royal British Legion	£70.00	4 poppy wreaths	LG Act 1972 s111
Jonathan Wragg Highgate Chambers	£570.00	Professional fees re Chapelton Baths	LG Act 1972 s111
Campaign to Protect Rural England	£29.00	Annual subscription	LG Act 1972 s111
Staff	£3,207.83	Net salaries November	LG Act 1972 s111
HMRC	£1,373.02	Tax and NI payments November 2013	LG Act 1972 s111

SYPA	£409.34	Pension contributions including additional payment	LG Act 1972 s111
Administration Officer	£114.69	Transfer to petty cash account	LG Act 1972 s111
AOL	£3.99	Premium Service	LG Act 1972 s111
AOL	£18.37	TalkTalkAOL	LG Act 1972 s111
Sheffield City Council	£485.00	NNDR payment Council offices	LG Act 1972 s111
Sheffield City Council	£62.00	NNDR payment Community Room	LG Act 1972 s111
O2	£36.96	Mobile phone bill for the Clerk	LG Act 1972 s111
Chris Prescott	£15.60	Travel expenses re Heritage Lottery Funding application	LG Act 1972 s111
NPower	£79.59	Electricity supply community room	LG Act 1972 s111
NPower	£182.27	Electricity supply Council offices	LG Act 1972 s111
Westwood Joinery & Construction Ltd	£435.60	Various works re plaque and Christmas	LG Act 1972 s111
BOS Office Supplies Group Ltd.	£127.76	Stationery items	LG Act 1972 s111
Thornccliffe Conservation Group	£689.00	Grant for activities	LG Act 1972, S137
Administration Officer	£89.90	Transfer to petty cash account	LG Act 1972 s111

14/110. Local Events

The Chair informed the Council of Christmas festivities that he had been invited to attend:-

- Angram Bank Tara – Saturday 7 December – Christmas event
- Hesley Wood Scouts – Winter Wonderland 8 December
- High Green Primary School – Carols 10 December
- Chapeltown Park – Carols in the Park 18 December

Other Councillors listed various other events taking part around the Parish and the City:-

- Crucible Studio – 7 December – Story of the Carols with a talk from Professor Ian Russell followed by performances by the Royal Court Music Group and 30 local singers invited to sing local carols
- Knit and Knatter at Dressmakers Workshop - 7 December – money going towards “Alan’s Appeal”
- High Hopes Tea Dance – 14 December

APPENDIX A

COUNCIL CORRESPONDENCE – 5 DECEMBER 2013							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
11-Nov-13	James Barnes SCC	Chapelton meeting notes	e-mail	05-Dec-13			1
11-Nov-13	Lisa Casey South Yorks Police	NAG meeting minutes and agendas	e-mail	05-Dec-13			2
18-Nov-13	NAG Lisa Casey	Agenda and minutes	e-mail	05-Dec-13			3
18-Nov-13	NALC	DIS Extra 822	e-mail	05-Dec-13			4
21-Nov-13	Paces Campus	IT Taster classes at Paces Campus	e-mail	05-Dec-13			5
21-Nov-13	SYJS	SY Fire & Rescue - Watch Our Meeting Live	email	05-Dec-13			6
21-Nov-13	YLCA	Training events	e-mail	05-Dec-13			7
25-Nov-13	Paces School	Ofsted Report 2013	letter	05-Dec-13			8
25-Nov-13	St Marks Church	Grenoside News	booklet	05-Dec-13			9
25-Nov-13	SY Yorks Fire & Rescue	Smoke alarm campaign gets European backing	email	05-Dec-13			10
26-Nov-13	Mike Shield	Chapelton Baths deeds	e-mail	05-Dec-13			11
26-Nov-13	Sheffield Wildlife Trust	Upcoming events at Greno Woods	e-mail	05-Dec-13			12
26-Nov-13	YLCA	Training events	e-mail	05-Dec-13			13
29-Nov-13	St Thomas More Catholic Primary	Thank you for Christmas grant	letter	05-Dec-13			14
03-Dec-13	High Green Primary School	Thank you for Christmas grant	letter	05-Dec-13			15
04-Dec-13	Angram Bank Tara	Thank you for grant	letter	05-Dec-13			16
29-Nov-13	YLCA	Section 137 spending limit	e-mail	05-Dec-13			17
29-Nov-13	YLCA	Training events	e-mail	05-Dec-13			18
02-Dec-13	NALC	Chairman Briefing - Council tax benefit support grant	e-mail	05-Dec-13			19
02-Dec-13	NALC	DIS Extra 823	e-mail	05-Dec-13			20
03-Dec-13	Kier Asset Partnership	Chapelton Toilets	e-mail	05-Dec-13			21
03-Dec-13	South Yorkshire Fire & Rescue	December briefing	e-mail	05-Dec-13			22
03-Dec-13	YLCA	White Rose Update	e-mail	05-Dec-13			23
04-Dec-13	Cllr Bagshaw	North Active Consultation meetings	e-mail	05-Dec-13			24

APPENDIX A

COUNCIL CORRESPONDENCE – 5 DECEMBER 2013							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
04-Dec-13	Stuart Bolton SCC	High Green Miners Welfare development group meeting	e-mail	05-Dec-13			25
05-Dec-13	YLCA	Future of local audit - draft regulations consultation	e-mail	05-Dec-13			26
5 Dec 13	St Marys Church	Church magazine Dec 13/Jan 14	booklet	5 Dec 13			27
5 Dec 13	Paces	Thanks for Christmas grant	letter	5 Dec 13			28
5 Dec 13	Ernest Fox House	Thanks for recent grant	letter	5 Dec 13			29

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 5TH DECEMBER 2013

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

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

Apologies were received from Cllr A Bainbridge and the reason for absence was approved by the Committee

Three members of the public were in attendance at the meeting regarding planning application 13/03711/FUL – Land between Chapeltown Park and Cowley Hill.

14/99. Declarations of personal and/or pecuniary interest

Cllrs G Oxley, B Granger and Mrs K Granger declared an interest in planning application 13/03711/FUL Land between Chapeltown Park and Cowley Hill as they are members of Friends of Chapeltown Park.

14/100. Exclusion of the press and public

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

14/101. Planning Proposals for consideration

Four plans had been received for consideration, the first plan to be considered was 13/03711/FUL – Land between Chapeltown Park and Cowley Hill – the residents were given the opportunity to voice their concerns with regard to the planning application. One objection had been received by the Committee from a local resident.

The main concerns highlighted were:-

- Loss of privacy to their properties as the track is level with bedroom windows on some properties. The residents feel that the fencing should be situated at the edge of the track at the top of the banking rather than at the bottom of the banking which is close to their properties. This would then give them better privacy and safety to their properties.
- Concerns were raised about motorcycles being allowed access to the track which would be a safety hazard for people walking along the track, and the Clerk was requested to ask that barriers needed to be motorcycle proof.
- Concern was also raised with regard to horse riding in the park and along the track which would give rise to the problem of horse fouling and safety issues for dog walkers and other users of the park.

The Clerk was requested to write to the Head of Planning at Sheffield City Council stating the above concerns. He was also requested to ask that the decision be made by the Board rather than a delegated officer, and that a site visit take place to ascertain the impact of the proposed development on neighbouring properties. He was also requested to ask that dog waste bins be installed at the top edge of the park.

Clerk to write to HOP at SCC

13/03848/FUL – Land adjoining 14 Sussex Road, Chapeltown – No objections had been received by the Committee to this planning application and there were no comments on the City Council website. However the Committee were concerned that there were insufficient car parking spaces identified as only one space had been allocated per unit. The Committee also raised concerns about the height of the proposed development as the previous application was for a two storey building and the current application is for a three storey building. The Committee had commented on the earlier application about the possible loss of light to neighbouring properties and were concerned about the possible impact that an additional storey would have on neighbouring properties. Concern was also raised about the access onto the proposed site as this is a narrow road and the only access would be on the bend in the road which is an access road for the Asda supermarket. The Clerk was requested to write to the Head of Planning at Sheffield City Council highlighting these issues.

Clerk to write to HOP at SCC

Two other plans had been received for consideration as per the attached schedule but no objections had been received by the Committee and there were no comments on the City Council website. The Committee could see no grounds for objection and requested that the Clerk write to the Head of Planning at Sheffield City Council to this effect.

Clerk to write to HOP at SCC

14/102. Licence Applications

No licence applications had been received for consideration.

14/103. To receive a report on the Archive Project

The Clerk reported that he had met with Chris Prescott who was working on the Heritage Lottery Funding bid on behalf of the Parish Council. This would be in the amount of £80,000 if the bid is successful. The Clerk also reported that he, along with Cllr Hooper and Chris Prescott had met with Ken Atkinson who is the Manager of the Thorncliffe Estate and who has an extensive archive section with over 200 years of archive material regarding the site at Thorncliffe. He stated that Mr Atkinson is keen to support and contribute to the bid.

Following on from this meeting the Clerk also met with a lady from the Community Heritage Team at Sheffield University History Department. She was also supportive of the archive project.

14/104. To receive an update on the Tour de France from the Chair

Cllr Hooper reported that a meeting had taken place on the 26 November – the planning is moving forward and the final route into Sheffield has now been announced. Work is to be carried out by Amey at the top of Jaw Bone Hill to make it safer for cyclists and road users. Cllr Hooper asked that an item be placed on the next Planning agenda to consider how the Parish Council will commemorate the Tour de France 2014.

Item for mid-month Planning Agenda

14/105. Sheffield Libraries Consultation – To receive an update from the Clerk

Two meetings have been held in Ecclesfield with approximately 40 people in attendance. The Clerk reported that the Cabinet Member who had attended one of

the meetings gave a thorough explanation of the process. The Clerk was not sure if there had been sufficient interest shown by volunteers to keep the library open and there would be uncertainty about what expertise the volunteers would have to run the library. The Consultation process is still ongoing.

14/106. Correspondence - To consider items requiring a reply or response

Members noted correspondence received, which is also on the secure area for them to view.

Items 3 and 4 – Petition re state of roads and pavements at Newgate Close – A resident from Newgate Close had brought in a petition signed by all the residents requesting that the road and pavements be resurfaced as they had been told that because the road was unadopted it was not on the schedule for improvement. The petition had been forwarded to the three City Councillors for the area and also Angela Smith MP.

Cllr Bagshaw had subsequently forwarded this to Democratic Services requesting that the item be placed on the City Council agenda for the 4 December for consideration. The Committee requested that the Clerk write to Councillor Jack Scott to ask that the resurfacing work be carried out.

Clerk to write to Cllr Jack Scott at SCC

Item 16 – Letter re Aldi – The Clerk was requested to respond again to the resident stating the Council's views on the matter.

Clerk to write to resident

APPENDIX A

PLANNING LIST 5 DECEMBER 2013						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
13/03918 06-Dec-13	FUL	R TURNER Rec 18.11.13	34 HALIFAX ROAD, GRENOSIDE CONSTRUCTION OF PITCHED ROOF OVER EXISTING TWO STOREY EXTENSION	N/CONSULTED	NO OBJECTION	05-Dec-13
13/03833 09-Dec-13	FUL	E PARKER Rec 18.11.13	174 CHAPEL ROAD, CHAPELTOWN TWO STOREY SIDE EXTENSION	N/CONSULTED	NO OBJECTION	05-Dec-13
13/03711 09-Dec-13	FUL	K MANSELL Rec. 18.11.13	LAND BETWEEN CHAPELTOWN PARK AND COWLEY HILL USE OF DISUSED RAILWAY LINE AS PUBLIC FOOTPATH BRIDAL PATH, INSTALLATION OF ASSOCIATED FENCING AND BOLLARDS AND ERECTION OF SECURITY FENCING ALONG RESIDENTIAL BOUNDARIES	N/CONSULTED	SUPPORT RESIDENTS COMMENTS - VARIOUS	05-Dec-13
13/03848 09-Dec-13	FUL	M YOUNG Rec. 19.11.13	LAND ADJOINING 14 SUSSEX ROAD, CHAPELTOWN, SHEFFIELD ERECTION OF 6 APARTMENTS WITHIN A 3 STOREY BUILDING WITH ASSOCIATED ACCESS CAR PARKING AND LANDSCAPING	N/CONSULTED	COMMENTS RE ACCESS, PARKING & HEIGHT OF BLDG	05-Dec-13

APPENDIX B

PLANNING CORRESPONDENCE 5 DECEMBER 2013							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
29-Nov-13	Resident	Obj re 13/03711 footpath in Chapeltown Park	e-mail		05-Dec-13		1
02-Dec-13	Resident	2nd e-mail re 13/03711 footpath in Chapeltown Park	e-mail		05-Dec-13		2
21-Nov-13	Cllr Bagshaw	Response re petition from residents at Newgate Close	e-mail		05-Dec-13		3
21-Nov-13	Residents of Newgate Close	Petition re state of roads and pavements - unadopted road	petition		05-Dec-13		4
26-Nov-13	Cllr Bagshaw	Response to resident re petition Newgate Close	e-mail		05-Dec-13		5
22-Nov-13	Cllr Wright	Chapelton toilets	e-mail		05-Dec-13		6
22-Nov-13	Resident	Chapelton toilets	e-mail		05-Dec-13		7
25-Nov-13	SCC, Culture & Environment	Grenoside Park consultation	letter		05-Dec-13		8
25-Nov-13	SCC, Legal Servs	Appeal, Cart & Horses, 2 Wortley Road, High Green	letter		05-Dec-13		9
26-Nov-13	Cllr Bagshaw	P4C Paths for Communities Newsletter	e-mail		05-Dec-13		10
28-Nov-13	Cllr Bagshaw	Report on paths	e-mail		05-Dec-13		11
26-Nov-13	SCC	Roadworks Report 928	e-mail		05-Dec-13		12
26-Nov-13	SCC Gary Clifton	Tour de France Workshop	e-mail		05-Dec-13		13
28-Nov-13	SCC	North Youth Provider Network meeting	e-mail		05-Dec-13		14
03-Dec-13	Cllr Bagshaw	Rural Communities - Development	e-mail		05-Dec-13		15
03-Dec-13	Resident	3rd letter re Aldi	letter		05-Dec-13		16
04-Dec-13	Streets Ahead SCC	Response re request for grit bin	e-mail		05-Dec-13		17
05 Dec 13	Highways Agency	M1 Smart Motorways	letter		5 Dec 13		18

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 17TH DECEMBER 2013

Present were Councillors A Hooper (Chairman), Mrs K Granger, B Granger, G Oxley, J Housley, Mrs D Fearnley, A Bainbridge

In attendance: Mrs G Kress, Admin. Officer

Apologies were received from Cllrs H House and Dr J Bowden and the reasons for absence were approved by the Committee

14/107. Declarations of personal and/or pecuniary interest

Cllr Mr A Hooper declared an interest in three planning applications which were being considered - 13/03973/FUL – 136 Chapel Road, 13/03941/FUL – St Mark's Church, Main Street and 13/04037/FUL 42 School Lane, Grenoside and withdrew from the room whilst they were being discussed. He also declared an interest in the Licence application for the Costcutter Supermarket.

14/108. Exclusion of the press and public

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

14/109. Planning Proposals for consideration

13/03961/OUT – Paces Centre, Pack Horse Lane, Sheffield S35 3HY – No objections had been received by the Committee to this planning application, however there was one comment on the City Council website with regard to parking and traffic issues on Packhorse Lane. The Committee have no objections to the planning application but note that traffic issues on Packhorse Lane will increase with the new proposals for the area. The Committee requested that the Clerk write to the Head of Planning at Sheffield City Council to this effect.

Clerk to write to HOP at SCC

The Committee had no objections to the other planning applications received as per the attached schedule and requested that the Clerk write to the Head of Planning to this effect.

Clerk to write to HOP at SCC

14/110. Licence Applications

Costcutter Supermarket, Bevan Way, Chapeltown

A licence application had been received for the above supermarket – it states that the premises will be licensed for the sale of alcohol Sunday to Saturday with the opening hours stated as 06.00 to 23.00 hours every day. The Committee requested that the Clerk write to the Licensing Department requesting that there be some consistency in the hours of the sale of alcohol as all the other supermarkets in the Parish are currently licensed for the sale of alcohol for the hours of 07.00 to 23.00.

Clerk to write to Licensing Department

14/111. To receive a report on the Archive Project

There is nothing further to report on this agenda item but it was agreed that it needs to be placed on future planning agendas for further updates.

14/112. To receive an update on the Tour de France from the Chair and to consider how the Parish Council will commemorate the Tour de France 2014

The Chair reported that there had been a meeting at the Town Hall on the 12 December – Cllrs Dr J Bowden and Ms V Bowden had attended this meeting and will report back to this Committee in January 2014. Discussion then took place about how the Parish Council would commemorate the Tour de France 2014. It was agreed that the Clerk write to Full Council asking for their ideas and then bring them back to a future meeting of the Planning Committee for consideration. The Clerk was also requested to enquire if Bradfield Parish Council are commemorating the Tour de France passing through their Parish.

14/113. Correspondence - To consider items requiring a reply or response

Members noted correspondence received, which is also on the secure area for them to view.

Item 15 – Comment from resident re proposal for Chapeltown Baths – The Clerk was requested to respond to the resident to answer the queries raised in the letter.

Clerk to write to resident

APPENDIX A

PLANNING LIST – 17 DECEMBER 2013						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
13/03961 19-Dec-13	OUT	E RIDGE Rec. 28.11.13	PACES CENTRE, PACK HORSE LANE, SHEFFIELD S35 3HY ALTERATIONS TO CAMPUS BUILDING AND SPORTS HALL, ERECTION OF NEW COMMUNITY NURSERY AND ERECTION OF CONVIVIAL RESIDENTIAL VILLAGE COMPRISING 18 BEDSPACES	N/CONSULTED 1 COMMENT ON SCC WEBSITE	COMMENTS RE PARKING AND ACCESS	17-Dec-13
13/03973 19-Dec-13	FUL	M YOUNG Rec. 29.11.13	136 CHAPEL ROAD, CHAPELTOWN, SHEFFIELD S35 1QA SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	17-Dec-13
13/03941 20-Dec-13	FUL	F KHALIL KHAN Rec. 29.11.13	ST MARKS CHURCH, MAIN STREET, GRENOSIDE, S35 8PR ERECTION OF A TWO STOREY EXTENSION INCLUDING PROVISION OF W.C. KITCHENETTE AND STORAGE AT THE UPPER GROUND FLOOR LEVEL, OFFICE AT THE LOWER GROUND FLOOR LEVEL, REPAIRS/IMPROVEMENTS TO ACCESS RAMP/STAIRS AND TREE PRUNING (RESUBMISSION)	N/CONSULTED	NO OBJECTION	17-Dec-13
13/04004 23-Dec-13	FUL	B TURNER Rec. 2.12.13	12 GRENOSIDE MOUNT, SHEFFIELD S35 8SL DEMOLITION OF REAR CONSERVATORY AND ERECTION OF SINGLE STOREY REAR EXTENSION	N/CONSULTED	NO OBJECTION	17-Dec-13

APPENDIX A

13/04038 25-Dec-13	FUL	M YOUNG Rec. 4.12.13	311 BURNCROSS ROAD, SHEFFIELD S35 1SA SINGLE/TWO STOREY REAR EXTENSION TO RETAIL UNIT WITH ASSOCIATED LIVING ACCOMMODATION	N/CONSULTED	NO OBJECTION	17-Dec-13
13/04071 25-Dec-13	FUL	B TURNER Rec. 4.12.13	16 LUMP LANE, GRENSIDE, SHEFFIELD SINGLE STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	17-Dec-13
13/04037 26-Dec-13	LBC	F KHALIL KHAN Rec 5.12.13	42 SCHOOL LANE, GRENSIDE RE-POINTING OF CHIMNEY STACK, REPLACEMENT OF LEAD FLASHING, REMOVAL OF CHIMNEY POTS, INSTALLATION OF CHIMNEY COWL, REPLACEMENT OF WINDOWS & DOOR, TANKING OF CELLAR & KITCHEN WALLS, REPL. OF LOUNGE & KITCHEN FLOORS, INSTALL. OF RSJ & ALTS TO INTERNAL LAYOUT TO CREATE EN-SUITE BATHROOMS & DOWNSTAIRS TOILET & RENOVATION OF LOUNGE & KITCHEN FIREPLACES	N/CONSULTED	NO OBJECTION	17-Dec-13

APPENDIX B

PLANNING CORRESPONDENCE 17 DECEMBER 2013							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
09-Dec-13	BBC	The Great Antiques Map of Britain	e-mail		17-Dec-13		1
09-Dec-13	Lisa Casey South Yorks Police	Minutes and agenda NAG meeting	e-mail		17-Dec-13		2
09-Dec-13	Sam Beaton, SCC	Public rights of way major maintenance consultation	e-mail		17-Dec-13		3
09-Dec-13	SCC	Sandbags	e-mail		17-Dec-13		4
09-Dec-13	Stuart Bolton SCC	High Green Miners Welfare Development Group	e-mail		17-Dec-13		5
10-Dec-13	Cllr Jack Scott	Bogus callers requesting money	e-mail		17-Dec-13		6
10-Dec-13	Friends of Chapeltown Park	Carol Concert Chapeltown Park 18 December	e-mail		17-Dec-13		7
10-Dec-13	SCC, Licensing	Costcutter, Bevan Way, Chapeltown	e-mail		17-Dec-13		8
11-Dec-13	EPIP	Update on EPOP Leader programme	e-mail		17-Dec-13		9
11-Dec-13	Tammy Barrass SCC	Poster North Active Consultation	e-mail		17-Dec-13		10
12-Dec-13	Mountcity Investments	Thornccliffe Archive	e-mail		17-Dec-13		11
13-Dec-13	Stuart Bolton SCC	High Green Miners Welfare Development group meetings	e-mail		17-Dec-13		12
16-Dec-13	Oonagh McClean	Meeting re baths at Chapeltown Library	e-mail		17-Dec-13		13
16-Dec-13	Paces	Newsletter	e-mail		17-Dec-13		14
16-Dec-13	Resident	Comments re Chapeltown Baths	letter		17-Dec-13		15
16-Dec-13	St Saviour's Church	Press release re celebration of light	e-mail		17-Dec-13		16

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD 19TH DECEMBER 2013

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

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

Apologies for absence were received from Cllrs Pepper & Housley and the reasons for absence were approved by the committee

14/79. Declarations of Interest

Cllr G Weatherall declared interests in items 5, 8 and 9 on the agenda

Cllr Mrs D Fearnley declared an interest in item 9 on the agenda

And Cllr Ms V Bowden declared an interest in item 5 on the agenda

14/80. Exclusion of the Press and Public

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

14/81. To confirm, for the period ending 31st November 2013 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) budget and management accounts

RECOMMENDED: That the receipts schedule, payment schedule, account/bank reconciliation and budget and management accounts for the period ending 31st November 2013, as now presented by the Clerk be confirmed. The Chair signed the bank statements as correct and up to date.

14/82. Applications for Financial Assistance

14/82.1 Chapeltown Baths

To consider from Chapeltown Baths:-

(a) a grant application and (b) a request for cash flow assistance

Two members of the Management attended the meeting to inform the Committee of their request for financial assistance.

The first application was for assistance towards the purchase of a seated chest press as the original piece of equipment is now 17 years old – it has been regularly serviced but can no longer be repaired. In addition to this piece of equipment they wish to purchase an Intelligent Public Access Defibrillator SP1 Training Unit. The Baths have a defibrillator on site and the staff have been trained in its safe operation, the addition of the training unit will enable them to deliver ongoing training to staff and consequently maintain a safe environment for the users of the facility.

RECOMMENDED: That a grant be given in the sum of £2500 be awarded for the purchase of this equipment.

The second application was to help with the cash flow at the Baths due to circumstances beyond their control. In 2011 they had secured a loan for the purchase of pool hall windows which would have been repaid over a period of four years. With the impending announcement of the new baths the Manager had contacted the loan company requesting a re-configured payment plan to be paid over the next year rather than two year term. The company had informed the Baths

that the full amount owing would need to be paid in full by the end of December 2013. This would therefore cause cash flow problems and requested an advance of their 2014 annual grant to alleviate this problem.

RECOMMENDED: That a grant be given in the sum of £10,000 as part of their 2014/2015 grant allocation.

14/83. Examination of Financial Transactions

The Clerk informed the Committee of the payments made during the month of December and cheques were signed by two Councillors and BACS transfers were authorised.

14/84. To confirm the budget and precept for Financial Year Ended 31 March 2015

The Clerk presented figures to the Committee for consideration, he also reported that the Council tax is still not resolved at City Council level. He confirmed that he would be meeting with an officer from the City Council early in the New Year along with the Clerk from Bradfield Parish and Stocksbridge Town Council to discuss this further and will report back to the Finance meeting in January. The Clerk informed the Committee that the January Finance meeting may have to be held as a meeting of the Full Council in order that the precept figure can be set.

14/85. Chapeltown Toilets – To receive an update from the Clerk

The Clerk informed the Committee that notification had been received from Kiers that repair work was due to be undertaken on the toilets in order to bring the toilets to a good state of repair and therefore the toilets would need to remain closed until April 2014. The Parish Council would then take over the day to day running costs of the toilets.

14/86. Ann Reresby Trust and all other Community Groups - to discuss photocopying charges

Discussion took place regarding the above request and it was:-

RECOMMENDED that all community groups in the Parish be allowed an amount of up to 100 free photocopies per group per year.

14/87. Correspondence

Items requiring a decision or response

Members noted correspondence received which is also on the secure area for them to view.

Members noted that quite a few schools had responded with thank you letters for the Christmas grants. The pupils from Angram Bank Primary School had created thank you cards and it was agreed that a few of these be placed on the Parish Council website early in the New Year with a small article about all the Christmas grants given out this year.

APPENDIX A

FINANCE CORRESPONDENCE 19 DECEMBER 2013

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
03-Dec-13	Chapelton Baths	Application for financial assistance	application			19-Dec-13	1
04-Dec-13	Duncan Walker	Chapelton Baths	e-mail			19-Dec-13	2
05-Dec-13	Chapelton Baths	2nd Application for financial assistance	application			19-Dec-13	3
05-Dec-13	Chapelton Baths	Accounts and statement	application			19-Dec-13	4
28-Nov-13	North Area Partnership	North small grants allocation 13-14	email			19-Dec-13	5
09-Dec-13	Heritage High Green	Safety incident Community Room	e-mail			19-Dec-13	6
10-Dec-13	Grenoside Community Primary School	Thank you for Christmas grant	letter			19-Dec-13	7
11-Dec-13	Lound Infant School	Thank you for Christmas grant	letter			19-Dec-13	8
11-Dec-13	Windmill Hill Primary School	Thank you for Christmas grant	letter			19-Dec-13	9
12-Dec-13	Angram Bank School	Thanks for Christmas grant	letters			19-Dec-13	10
13-Dec-13	Burncross Action Team	Thanks for PC support	card			19-Dec-13	11
12-Dec-13	SCC	Invitation to budget conversation	e-mail			19-Dec-13	12
16-Dec-13	NALC	DIS Extra 824	e-mail			19-Dec-13	13
19-Dec-13	YLCA	Government Statement Localisation of Council tax support					14