

**To all Members of the Parish Council**

**SUMMONS**

30 May 2013

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at 7.30 pm on Thursday 6 June 2013 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 2 May 2013 (Pgs: 1-7 & Appendix A and B), 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 2 May 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 14 May 2013 (Pgs: 15-16 & 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 16 May 2013 (Pgs: 19-23 & 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 6 June 2013

9. To consider leisure facilities in Ecclesfield
10. To consider setting up a Steering Group for the High Green Community Development Project (see correspondence attached . Appendix B)
11. To report on the Council's banking arrangements
12. **CORRESPONDENCE** . Items requiring a decision or response
13. **ACCOUNTS** . To approve the accounts presented for payment
14. **LOCAL EVENTS**

Yours faithfully

*D Morton*

D J Morton  
Clerk and Financial Officer

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING  
HELD 2<sup>nd</sup> MAY 2013

Present: J Housley (Chairman), D Pepper, Dr J Bowden, Ms V Bowden, A Hooper, G Weatherall, J Jones, B Edley, Mrs K Granger, B Granger A Bainbridge, Mrs D Fearnley, Ms S Constance

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

Prior to the start of the meeting there were several members of the public present. One of the residents asked if he could view the previous year's accounts which the Clerk confirmed.

Prior to the start of the meeting Cllr David Pepper the retiring Chairman presented two cheques to representatives of his nominated Chairman's Charities. Rob Turner from Macmillan Cancer Care and Jonny Cole from Cavendish Cancer Care were each presented with cheques to the value of £515.30.

Karen Mason the new PCSO for the Parish was present to introduce herself to the Council. She stated that there have been many changes made to the Northern SMT working in the various areas with 60 officers in each team. She informed the Council that the new Inspector is proactive and so are the team.

14/1. Appointment of Chairman

Nominations for the position of Chairman, duly seconded, were received in favour of Councillors J Housley and G Weatherall.

RESOLVED: that Cllr Housley be appointed as Chairman of the Parish Council for the ensuing year.

A recorded vote on this item was requested, with the following outcome:

Voting for the proposition: Councillors J Bowden, Mrs V Bowden, Mrs Fearnley, Hooper, Housley, Jones, and Pepper.

Voting against the proposition: Councillors Bainbridge, Mrs Constance, Edley, B Granger, Mrs K Granger, and Weatherall.

14/2. Declaration of Acceptance of Office of the Chairman

Cllr Housley executed the Declaration of Acceptance of Office as Chairman of the Parish Council, duly witnessed by the Clerk & Financial Officer.

14/3. Appointment of Vice Chairman

Nominations for the position of Vice-Chairman, duly seconded, were received in favour of Councillors G Oxley and B Edley.

RESOLVED: that Cllr Oxley be appointed as Vice Chairman of the Council for the ensuing year.

A recorded vote on this item was requested, with the following outcome:

Voting for the proposition: Councillors J Bowden, Mrs V Bowden, Mrs Fearnley, Hooper, Housley, Jones, and Pepper.

Voting against the proposition: Councillors Bainbridge, Mrs Constance, Edley, B Granger, Mrs K Granger, and Weatherall.

14/4. To receive apologies for absence from members and to consider the reasons for absence

Apologies for absence were received from Cllrs H House and G Oxley and the reasons for absence were approved by the council.

14/5. To receive any amended Declarations of Interest from members

There were none received.

14/6. To receive any declarations of personal and/or prejudicial Interest from members of the Council on items to be discussed at the meeting

There were none received.

14/7. To identify any items for discussion which may require the exclusion of the press and public

There were none identified.

14/8. To decide which Standing Committee(s)/Sub-Committees(s) of the Council shall be formed or continued

**Resolved**

That the following standing committees and sub committees of the Council be formed for the following year:-

- A) Environmental Planning Committee (re-named to reflect current circumstances).
- B) Finance & Premises Committee
- C) 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.

14/9. To (a) appoint members of the committee(s)/sub-committee(s) and (b) to appoint the Chairs and Vice Chairs of those committees

**Resolved**

The members of the committees were agreed as follows:-

Environmental Planning Committee

Chairman: Cllr A Hooper

Vice Chairman: Cllr Dr J Bowden

Councillors: Cllr H House

Cllr Mrs K Granger

Cllr B Granger

Cllr A Bainbridge  
Cllr J Housley (ex officio)  
Cllr G Oxley (ex officio)

Cllr Mrs D Fearnley

Finance/Premises Committee

Chairman: Cllr D Pepper

Vice Chairman: G Oxley (ex officio)

Councillors: Cllr J Housley (ex officio)

Cllr G Weatherall

Cllr Ms S Constance

Cllr Ms V M Bowden

Cllr B Edley

Cllr J Jones

14/10. To approve delegated powers to committees

**Resolved Unanimously:-**

- 1) That the Environmental Planning & Employment committee may make decisions on plans at meetings convened as necessary, normally twice per month; and
- 2) That the powers be delegated to the Environmental Planning Committee to submit a response, in August, to cover urgent items.
- 3) That the Finance Committee has delegated powers to act upon urgent matters.

14/11. To consider the continuation of the substitute member scheme for committees

**Resolved Unanimously:-**

That a) the substitute members scheme for committees be continued, and b) the operation of the scheme be included as an agenda item at the next meeting.

**Agenda item for July Council meeting**

14/12. To (a) approve the minutes of the Parish Council meeting held 4<sup>th</sup> April 2013 and (b) discuss any matters arising from the minutes for information only

**Resolved:-**

That the minutes of the 4<sup>th</sup> April 2013 be approved as a correct record of the meeting

14/13. To (a) approve the minutes of the Environmental Planning & Employment Committee meeting held 4<sup>th</sup> April 2013 and (b) approve any recommendations arising from the meeting and (c) discuss any matters for information only

**Resolved:-**

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

Cllr Weatherall updated the Council on the situation with regard to the Players Lounge which has been granted a further licence subject to conditions and will now be reopened.

14/14. To (a) approve the minutes of the Environmental Planning & Employment Committee meeting held 16<sup>th</sup> April 2013 and (b) approve any recommendations arising from the meeting and (c) discuss any matters for information only

**Resolved:-**

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

Cllr Bowden reported that the planning application at the Cart and Horses for the new Sainsbury's supermarket had been refused. He stated that a number of children from High Green School had attended the Board Hearing and had spoken out about their concerns. Cllr Hooper suggested that the children should be invited to attend one of the future planning meetings to see how the process works and how their input had helped achieve this outcome.

Cllr Edley stated that at the recent Young at Heart event quite a few residents had thanked the Parish Council for their support in opposing this planning application.

14/15. To approve the minutes of the Finance/Premises Committee meeting held 18<sup>th</sup> April 2013 and (b) approve any recommendations arising from the meeting and (c) discuss any matters for information only

**Resolved:-**

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

14/16. To receive a verbal report from the Environmental Planning & Employment committee meeting held 2<sup>nd</sup> May 2013

**Resolved Unanimously:-**

That the verbal report be received. Cllr Hooper informed the Council of a planning application at land adjacent to 2a Penistone Road, Grenoside which is on land designated as open-space on Map 2 of the Sheffield Development Framework. Many objections have been received regarding this application and the Parish Council will be supporting the objections.

Cllr Hooper also informed the Council that he will be attending a meeting regarding the new bridleways in Grenoside Woods.

14/17. To receive a report from the Annual Parish Meeting held on 2<sup>nd</sup> May 2013 and to consider any resolutions passed at that meeting

**Resolved:-**

That the report be received. The Clerk stated that there was nothing in particular to report with no questions from members of the public.

14/18. To receive the Clerk's report on the Grenoside Exhibition Account Charity

That the report be received from the Clerk. The Clerk informed the Council that £19,500 had now been invested equally between M & G Investments and Black Rock with an income produced of £870 for the year. The Finance Committee had considered this at their previous meeting and had recommended that an amount of £500 be distributed to Grenoside Students and the remaining amount of £270 being re-invested.

**Resolved :-**

That an amount of £500 be distributed with £270 to be left in the account.

**Cheque to be issued to recipients via Grenoside School**

14/19. To agree the amount of the Chairmans allowance for the year of office and to approve payment

**Resolved :-**

That the allowance be set for £800.00 for the ensuing year, to defray any costs during his term of office.

14/20. Councillors attendance allowances

**Resolved :-**

That the earlier decision not to claim allowances be re-affirmed.

14/21. To appoint a Parish Council representative on the following bodies

The following representatives were appointed, subject to their approval:

<u>Body</u>	<u>Representative</u>
SCC Standards Board Committee	Cllr A Bainbridge
Northern Community Assembly/Parish Partner Panel	Cllrs H House and J Housley
Chapelton Baths CB Ltd	Cllrs Ms V M Bowden and G Weatherall
Ann Reresby Trust	Cllr Mrs D Fearnley
High Green/Chapelton Community Safety Group	Cllr Mrs D Fearnley
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

14/22. To approve the Council's Accounting Statements for the financial year ended 31<sup>st</sup> March 2013

**Resolved :-**

That the Council's Accounting statements for the financial year ended 31 March 2013 be approved.

14/23. To authorise the Chairman and Clerk & Financial Officer to sign the Annual Return for the financial year ended 31<sup>st</sup> March 2013

The Clerk informed the Council of the figures produced for the year on the Annual Return and it was:-

**Resolved :-**

That the Chairman and Clerk and Financial Officer be authorised to sign the Annual Return for the financial year ended 31 March 2013.

14/24. Re-Naming of the Parish Community Room to ~~the~~ Alan Greaves Community Room+

**Resolved :-**

That this item be placed on the agendas of both the Planning and Finance Committees for further consideration.

**Agenda items for Planning and Finance**

14/25. Northern Community Assembly

The consultation period regarding the future of Community Assemblies is now in the 2<sup>nd</sup> phase and Councillors views and opinions are being sought on more detailed proposals. Cllr Bainbridge informed the Council that he had attended the meeting at Ecclesfield School on the 1<sup>st</sup> May and a further meeting is due to be held on the 8<sup>th</sup> May at The Venue, Stocksbridge. Councillors were encouraged to attend if possible.

14/26. Correspondence (Appendix A)

**Resolved :-**

That a) Cllr Housley attends the YLCA Chairmanship Course to be held in June at a cost of £115.00 and b) Cllr Bainbridge attends the Planning Course to be held on the 28 June at a cost of £115.

Item 22 . South Yorkshire Police . Sheffield Crime Performance 2012/2013 . Members noted correspondence received and the Clerk was requested to invite both the Police Inspector from Ecclesfield and the Police and Crime Commissioner Sean Wright to the next Council meeting. The Cllrs also requested an update on the camera which is situated in Chapeltown and was funded by the Parish Council. Cllr Weatherall stated that the Police had enquired about the Parish Council funding half of the cost of a PCSO's salary.

**Clerk to invite Police Inspector and Police and Crime Commissioner to next Council meeting**

#### 14/27. 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>
BOS Office Supplies Group Ltd	£195.01	Stationery Items	LG Act 1972 s111
Yorkshire Water	£32.91	Water supply Community Room	LG Act 1972 s111
David Drake Electrical	£2,689.86	Part of grant to Chapeltown Baths	
Thornccliffe Bowling Club	£176.00	Balance of grant awarded	
Staff	£3,009.83	Net salaries April 2013	LG Act 1972 s111
HMRC	£846.11	Tax and NI payments April 2013	LG Act 1972 s111
SYPA	£261.62	Pension contributions April 2013	LG Act 1972 s111
Administration Officer	£106.49	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 Council offices	LG Act 1972 s111
Sheffield City Council	£62.00	NNDR Community Room	LG Act 1972 s111
Amberol Limited	£1,155.60	Planters (part of grant to High Green in Bloom)	
Ecclesfield Park Bowling	£300.00	Grant for trophies	
O2	£37.15	Mobile phone bill for Clerk	LG Act 1972 s111
Greenhill Audit	£366.00	Internal Audit work 2012/2013	LG Act 1972 s111
Roy Smith Garden Services	£81.00	Grass cutting 12/11/12 and 19.3.13	LG Act 1972 s111
Roy Smith Garden Services	£68.00	Grass cutting 15/4/13 and 29/4/2013	LG Act 1972 s111
British Telecom	£80.62	Line 1	LG Act 1972 s111
British Telecom	£64.28	Line 2	LG Act 1972 s111
British Telecom	£61.68	Fax machine	LG Act 1972 s111
Rural Action Yorkshire	£35.00	Annual subscription	LG Act 1972 s111
Clerk	£127.60	Travel expenses 18/4/2012 to 30/4/2013	LG Act 1972 s111
Zurich Municipal Management	£114.00	Annual membership fee	LG Act 1972 s111

#### 14/28. Local Events

Cllr Pepper reported that he had attended the Young at Heart Conference held at the Miners Welfare Hall in High Green. This had been a very successful event which was well attended.

He also reported that he had been to the recent production of *Annie* by Chapeltown Amateur Operatic Society at the Rotherham Civic Theatre. He said that they have approximately 60 members with 20 of them being children; he said that it was a very professional show.



He has also recently met Diane Smales the Headteacher at High Green School when she had informed him that the school will be celebrating 170 years in existence this summer.

## APPENDIX A

<b>COUNCIL CORRESPONDENCE – 2 MAY 2013</b>							
<b>DATE RECD</b>	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Cncl</b>	<b>Ref/Plan</b>	<b>Ref/Fin</b>	<b>No.</b>
08-Apr-13	NALC	e-mail	DIS Extra 806	02-May-13			<b>1</b>
22-Apr-13	NALC	email	DIS Extras 807	02-May-13			<b>2</b>
08-Apr-13	St Mary's Church	booklet	Church magazine April 2013	02-May-13			<b>3</b>
09-Apr-13	YLCA	e-mail	South Yorkshire Police working with local councils	02-May-13			<b>4</b>
23-Apr-13	YLCA	email	Government Consultation	02-May-13			<b>5</b>
26-Apr-13	YLCA	email	Training Programme May-Jun 13	02-May-13			<b>6</b>
26-Apr-13	YLCA	email	White Rose Update	02-May-13			<b>7</b>
01-May-13	YLCA	e-mail	Proposed bill to cap parish precepts	02-May-13			<b>8</b>
11-Apr-13	Weston Park Hospital	letter	Request to display poster	02-May-13			<b>9</b>
17-Apr-13	CPRE	e-mail	Fieldwork newsletter	02-May-13			<b>10</b>
18-Apr-13	CPRE	letter	Transport toolkit	02-May-13			<b>11</b>
17-Apr-13	Festive Lighting	e-mail	Ex-hire Christmas lights stock	02-May-13			<b>12</b>
17-Apr-13	Sheffield Futures	e-mail	Youth Forum Recruitment	02-May-13			<b>13</b>
23-Apr-13	Rural Action Yorkshire	letter	Membership renewal due	02-May-13			<b>14</b>
24-Apr-13	Greenhill Audit	letter	Conclusion of Internal Audit 2012/13	02-May-13			<b>15</b>
25-Apr-13	Coterie Gallery	email	New exhibition by Eric Hill	02-May-13			<b>16</b>
26-Apr-13	St Marks Church	booklet	Grenoside News	02-May-13			<b>17</b>
26-Apr-13	SYJS	email	Help Tackle Crime Prevention	02-May-13			<b>18</b>
29-Apr-13	NCA	email	Future of Community Assemblies Consultation	02-May-13			<b>19</b>
01-May-13	Paces Campus	e-mail	Free adult learn to ride a bicycle classes	02-May-13			<b>20</b>
01-May-13	South Yorks Fire & Rescue	e-mail	Member briefing note	02-May-13			<b>21</b>
01-May-13	South Yorks Police	e-mail	Sheffield Crime Performance 2012/2013	02-May-13			<b>22</b>

ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 2<sup>ND</sup> MAY 2013

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

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

Apologies were received from Cllr H House and the reason for absence was approved by the Committee

Several members of the public attended the meeting to voice their concerns with regard to planning application 13/01146/OUT . Land adjacent 2A Penistone Road, Grenoside 14/1. Declarations of personal and/or pecuniary interest  
There were none received.

14/2. Exclusion of the press and public  
There were none identified.

14/3. Planning Proposals for consideration

13/01146/OUT . Land adjacent 2A Penistone Road, Grenoside, Sheffield S35 8QG  
The Committee viewed the plans and also the previous objection letter that the Parish Council had sent in to the Head of Planning at Sheffield City Council. The members also listened to the concerns of the residents, who stated that the resubmitted plans were the same as the previous planning application which was withdrawn. The residents brought in objection letters from 15 other residents.

Since the original application was submitted there has been a Tree Preservation Order placed upon the avenue of 22 trees fronting Rojean Road . the provisional order was placed on the 28 June 2012. The area is identified as a green space on the Sheffield Development Plan and the Committee and residents feel that this should be preserved in order to protect the whole of the visual amenity which is an important asset to the village of Grenoside. The Committee requested that the Clerk write to the Head of Planning at Sheffield City Council reiterating their earlier concerns and also highlighting the fact that there is a tree preservation order on this piece of land. The Clerk also offered to help the residents to compose a letter of objection.

**Clerk to write to HOP at SCC**

13/00923/FUL . 19 Park View Road, Chapeltown, Sheffield S35 1WL  
No objections had been received by the Committee to the above planning application; however there was one comment on the City Council website regarding loss of privacy for neighbouring properties, and loss of light. The Committee requested that the Clerk write to the Head of Planning at Sheffield City Council asking that these comments be taken into account when making a decision about this application.

**Clerk to write to HOP at SCC**

13/01286/FUL . 67 Dowland Avenue, High Green, Sheffield S35 4DE  
No objections had been received for the above planning application however there was one comment on the City Council website with regard to the possible structural damage that may be caused to a neighbouring property due to the excavation of the footings

which appears to be very close to the neighbouring property. There was also mention of a canine utility+and whether the premises would be used as a business. The Committee expressed support for these comments and requested that the Clerk write to the Head of Planning at Sheffield City Council asking that the comments are taken into account when making a decision about the application.

**Clerk to write to HOP at SCC**

13/01287/ADV (Retrospective application) and 13/01283/FUL (Retrospective application)  
. UK News, 311 Burncross Road, Sheffield S35 1SA

The Committee considered the above planning applications and felt that the changes made to the frontage of the shop were sharply out of character with the neighbouring properties which are all stone built terraced houses. It was felt by the Committee that the colours used were garish and wish to suggest a less obtrusive colour for the frontage of the shop which blends in better with the neighbouring properties.

**Clerk to write to HOP at SCC**

13/01132/FUL . Rear of the Salutation Inn, 170 Wortley Road, High Green, Sheffield S35 4LX

The Committee considered the above planning application regarding the erection of 5 dwellinghouses without achieving the minimum standard of Code Level for Sustainable Homes Level 3. The Committee were of the opinion that they would be happy to go along with the decision of the Planning Officer on this application.

**Clerk to write to HOP at SCC**

#### 14/4. Licence Applications

No licence applications had been received.

#### 14/5. Sheffield Community Infrastructure Levy Consultation

To receive an update from the Clerk

The Clerk informed the meeting that there is nothing further to report at this stage.

#### 14/6. To receive a report on the Archive Project

The Clerk reported on the up to date position of the Archive Project . a meeting was held last week with interested parties and a further meeting is due to be held on the 23 May 2013. The archiving of old documents is under way and will appear on the Townsweb archiving website in due course.

#### 14/7. Sheffield Libraries Consultation

To receive an update from the Clerk

The Clerk reported that a response has been received from Sheffield City Council stating that they will be making an assessment of the different ways the library service could operate in the future based on the information they have received following consultation. There is to be a further 12 week consultation period with communities that are affected by the proposal.

#### 14/8. Correspondence

To consider items requiring action or a response

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

Item 1 . Proposed new bridleways at Greno Woods . Cllr Hooper stated that he will be attending a meeting in the near future regarding this and requested that this item be

placed on the mid-month Planning Agenda for further discussion once he has clarification about what is proposed.

An item of correspondence was noted with regard to the planning application for the erection of a hanging sign on the existing pole in the Parish Council car park. The application has been granted by the Planning Department . but on the decision notice there is reference to the fact that the Parish Council would owe a duty of care to highway users to see that the projection is safe and to prevent it from becoming dangerous. As this may have a cost implication for the Parish Council it was requested that this item be placed on the Finance agenda for May.

## APPENDIX A

<b>PLANS LIST 2 MAY 2013</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>13/00923</b> 01-May-13	<b>FUL</b>	<b>S HULL</b> Rec. 15.4.13	<b>19 PARK VIEW ROAD, CHAPELTOWN, SHEFFIELD S35 1WL</b> TWO STOREY SIDE/REAR EXTENSION TO DWELLINGHOUSE	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	<b>02-May-13</b>
<b>13/01146</b> 08-May-13	<b>OUT</b>	<b>F KHAN</b> Rec 19.4.13	<b>LAND ADJACENT 2A PENISTONE ROAD, GRENOSIDE</b> ERECTION OF DWELLINGHOUSE (RESUBMISSION FOLLOWING 12/01009/OUT	<b>N/CONSULTED</b>	<b>SUPPORT RESIDENT COMMENTS LETTER TO HOP</b>	<b>02-May-13</b>
<b>13/01286</b> 07-May-13	<b>FUL</b>	<b>S HULL</b> Rec 19.4.13	<b>67 DOWLAND AVENUE, HIGH GREEN</b> TWO STOREY/SINGLE STOREY SIDE EXTENSION	<b>N/CONSULTED</b>	<b>SUPPORT RESIDENT COMMENTS LETTER TO HOP</b>	<b>02-May-13</b>
<b>13/01287</b> 07-May-13	<b>ADV</b>	<b>E PARKER</b> Rec 19.4.13	<b>UK NEWS, 311 BURNCROSS ROAD, BURNCROSS</b> EXTERNALLY ILLUMINATED FASCIA SIGN, NON-ILLUM. FASCIA SIGN, PROJECTING SIGN, 4 NON-ILLUM. POSTER PANELS (RETROSPECTIVE)	<b>N/CONSULTED</b>	<b>COMMENTS RE COLOUR OF ADVERTISING</b>	<b>02-May-13</b>
<b>13/01283</b> 07-May-13	<b>FUL</b>	<b>E PARKER</b> Rec 19.4.13	<b>UK NEWS, 311 BURNCROSS ROAD, BURNCROSS</b> PROVISION OF NEW SHOP FRONT (RETROSPECTIVE APPL)	<b>N/CONSULTED</b>	<b>COMMENTS RE COLOUR OF ADVERTISING</b>	<b>02-May-13</b>
<b>13/01132</b> 08-May-13	<b>FUL</b>	<b>J ATHERTON</b> Rec 19.4.13	<b>REAR SALUTATION INN, 170 WORTLEY ROAD, HIGH GREEN</b> APPL TO ALLOW EREC. OF 5 DWELLINGHOUSES WITHOUT ACHIEVING MIN.L STD OF CODE LEVEL FOR SUSTAINABLE HOMES LEVEL 3 (APPL UNDER S73 TO REMOVE COND.5 OF 10/03687/FUL - EREC OF 5 D'HOUSES & PROV. OF CAR PARKING SPACES	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	<b>02-May-13</b>
<b>13/01306</b> 08-May-13	<b>FUL</b>	<b>E PARKER</b> Rec 22.4.13	<b>34 CRAKEHALL ROAD, ECCLESFIELD</b> 2 STOREY SIDE/SINGLE STOREY REAR EXTNS	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	<b>02-May-13</b>

APPENDIX A

<b>13/01301</b> 13-May-13	<b>FUL</b>	<b>E PARKER</b> Rec 24.4.13	<b>10 GRENOBANK ROAD, GRENSIDE</b> SINGLE STOREY SIDE/REAR EXTN & 2 STOREY REAR EXTN	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	02-May-13
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## APPENDIX B

<b>PLANNING CORRESPONDENCE – 2 MAY 2013</b>							
<b>DATE RECD</b>	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Cncl</b>	<b>Ref/Plan</b>	<b>Ref/Fin</b>	<b>No.</b>
11-Apr-13	SCC Transport and Highways	e-mail	Proposed new bridleways at Greno Woods		02-May-13		<b>1</b>
17-Apr-13	Planning Aid England	e-mail	Future neighbourhood plan support		02-May-13		<b>2</b>
17-Apr-13	Resident	e-mail	Planning application 9 Housley Lane		02-May-13		<b>3</b>
18-Apr-13	Resident	e-mail	2nd e-mail re 9 Housley Lane		02-May-13		<b>4</b>
17-Apr-13	Resident	letter	Thank you for support with planning app		02-May-13		<b>5</b>
24-Apr-13	Cllr Hooper	email	Notification of certain bus changes		02-May-13		<b>6</b>
26-Apr-13	HS2	email	Extended consultation period for Phase 2		02-May-13		<b>7</b>
29-Apr-13	Resident (17)	email	Obj 13/01146/OUT Land at Penistone Road		02-May-13		<b>8</b>
29-Apr-13	Resident (51)	email	Obj 13/01146/OUT Land at Penistone Road		02-May-13		<b>9</b>
01-May-13	Resident	e-mail	Obj re 13/01146/OUT land at Penistone Road		02-May-13		<b>10</b>
01-May-13	Resident (83)	letter	Obj 13/01146/OUT Land at Penistone Road		02-May-13		<b>11</b>
30-Apr-13	Student Journalist	email	Change of Use policy feature		02-May-13		<b>12</b>
01-May-13	Resident	e-mail	Request re information re Sainsbury's		02-May-13		<b>13</b>
01-May-13	SCC	e-mail	Response re libraries		02-May-13		<b>14</b>



ENVIRONMENTAL PLANNING COMMITTEE  
MEETING HELD 14<sup>th</sup> MAY 2013

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

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

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

14/9. Declarations of personal and/or pecuniary interest

There were none received.

14/10. Exclusion of the press and public

There were none identified.

14/11. Planning Proposals for consideration

Two plans had been received for consideration as per appendix A attached. There were no objections on the City Council website to the plans and the Committee had received no objections. The Committee considered the plans but could see no grounds for objection and therefore requested that the Clerk write to the Head of Planning at Sheffield City Council to this effect.

**Clerk to write to HOP at SCC**

14/12. Licence Applications

No licence applications had been received.

14/13. To receive a report on the Archive Project

The Clerk reported on the Archive Project to date, the initial process had been rushed in order to obtain funding towards the project and the Clerk said that there should now be a period of reflection. Following the recent meetings with the various history groups it has become clear that there is a great amount of information already available. Darren Ward is visiting all the local groups and will be carrying out an audit of the information they have got and where they are up to with their archiving process. The Clerk said that he will be recommending to the Finance Committee that an amount of £5,000 should be set aside in the budget towards on-going costs of archiving material.

14/14. Sheffield Libraries Consultation

To receive an update from the Clerk . the Clerk said that there is nothing further to report at this stage and he will inform members once he has heard further from Sheffield City Council.

14/15. To consider a referral from the Council to the Planning Committee to honour the memory of a sadly missed parishioner, by renaming the Parish Community Room ~~the~~ Alan Greaves Community Room+

Discussion took place regarding the above proposal . the Councillors agreed that it was necessary to honour the memory of Alan Greaves and felt it was a step which would be appreciated by the Community. The matter should have been brought before the full Council for consideration prior to contacting Mrs Greaves as the Council is a body and should decide issues as a whole, in a formal manner. It is also necessary to contact the local churches to see if they are considering honouring

Mr Greaves memory in any way, to avoid duplication. Cllr Hooper suggested that there may be other ways in which the Council can honour Mr Greaves memory, and said that this matter will now be considered by the Finance Committee with the following recommendations from the Planning Committee:-

- There is a need to honour the memory of Alan Greaves in some way
- The Clerk needs to contact St Saviours Church and St Mary's Church to enquire whether they are doing anything to honour Alan in any way
- There may be financial implications in the renaming of the Community Room and this should be taken into consideration.

**Clerk to contact the churches**

#### 14/16. Correspondence

To consider items requiring action or a response

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

Item 3 . Proposed new bridleways at Greno Woods . Sam Beaton from the Transport, Traffic and Parking Services Department at Sheffield City Council had written to the Parish Council to the effect that the views of the Parish Council are required under s25 of the Highways Act 1980 prior to the creation of a public bridleway. Cllr Hooper confirmed that he had attended a meeting of the Grenoside Conservation Society at which a representative from the Sheffield Wildlife Trust, who are the landowners, had been present. The representative had explained in detail what was proposed in Greno Woods and Cllr Hooper recommended to the Committee that following this clarification a response be sent to Sam Beaton to say that Ecclesfield Parish Council accept the changes.

**Clerk to write to SCC**

Cllr Hooper suggested that the Clerk also write to the Sheffield Wildlife Trust to invite them to consult with us in the future as the Parish Council could also perhaps facilitate consultation with local groups in the Parish who may be affected by any changes made.

**Clerk to write to Sheffield Wildlife Trust**

Item 7 . Hesley Wood Liaison Committee meeting cancelled . Notification had been received from Recycoal that the meeting which was due to take place on the 23 May 2013 has been cancelled due to the fact that the City Council has received a letter regarding a Judicial Review in relation to planning permission which was issued for Hesley Wood. Recycoal will contact all involved in due course with the date of the next meeting.

Item 8 . YLCA newsletter . Government re-think on its home extension plans. The Clerk informed the meeting that the Government's plans for a 3 year relaxation on the size of home extensions that can be built without planning permission have been curtailed after MPs from all the main parties plus the House of Lords expressed concerns about them.

Item 9 . Sheffield City Council . City Centre Master Plan 2013 . A six week consultation period starts on Friday 17 May and ends on the 30 June . there will be an exhibition in the Winter Gardens on the 17 and 18 May. There is a link on the members area to view the Master Plan.

## APPENDIX A

PLANNING LIST – 14 MAY 2013						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
13/01246 13-May-13	FUL	E PARKER Rec 26.4.13	1 HOLLOWGATE, BURNCROSS ERECTION OF A 1.75 METRE HIGH BOUNDARY FENCE	N/CONSULTED	NO OBJECTION	14-May-13
13/01402 15-May-13	FUL	M YOUNG Rec 29.4.13	6 FURNESS ROAD, HIGH GREEN SINGLE STOREY SIDE/REAR EXTENSION	N/CONSULTED	NO OBJECTION	14-May-13

## APPENDIX B

PLANNING CORRESPONDENCE – 14 MAY 2013							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plan	Ref/Fin	No.
03-May-13	SCC	email	Roadworks report 903		14-May-13		1
03-May-13	Sheffield Wildlife Trust	letter	Greno Woods		14-May-13	16-May-13	2
08-May-13	Sam Beaton SCC	e-mail	Greno Woods new bridleways		14-May-13		3
08-May-13	Cllr Hooper	e-mail	Obj re 13/01149/OUT 2a Penistone Road		14-May-13		4
10-May-13	SCC	email	Roadworks report 904		14-May-13		5
10-May-13	YLCA	e-mail	Government Consultation CIL		14-May-13		6
13-May-13	Recycoal	e-mail	Cancellation of Liaison Committee meeting		14-May-13		7
13-May-13	YLCA	e-mail	Bulletin week ending 10 May 2013		14-May-13		8
13-May-13	SCC Regeneration and Development Services	letter	City Centre Master Plan 2013		14-May-13		9

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING  
HELD 16<sup>TH</sup> MAY 2013

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

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

Apologies for absence were received from Cllrs B Edley, G Weatherall, J Jones and G Oxley and the reasons for absence were approved by the committee

A member of the public was present at the meeting who came to enquire if there had been any progress with regard to the public toilets in Chapeltown. The Clerk reported that he was still awaiting details from the City Council regarding the costs involved if the Parish Council were to take over the running of them.

The member of public also enquired whether he would be allowed to be present when the groups came in to speak about their applications for financial assistance. The Clerk reported that this part of the meeting would be closed to press and public as a courtesy to the groups involved and the information they provided to the Council.

14/1. Declarations of Interest

Cllr Pepper declared an interest in item 14/4.2 as he is the Parish Council's representative on the Grenoside Advisory Body

14/2. Exclusion of the Press and Public

Two items were identified which required the exclusion of the press and public . item 14/18 and an item of correspondence in 14/19. The Clerk also reported that he would be making a recommendation to the Committee that an amount of £5,000 be set aside in the budget for the on-going costs of the Archive Project.

14/3. To confirm, for the period ending 30<sup>th</sup> April 2013 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) budget and management accounts

These figures were not available due to a technical problem with the Council's IT system. The figures will be presented to the next Finance meeting in June.

14/4. Applications for Financial Assistance

14/4.1. Westwood Training Ltd.

Mr Neil Morris from Westwood Training Ltd attended the meeting to inform the Committee of his need for financial assistance towards providing two creative children's clubs over 3 days duration during the school summer holidays. He explained that he has been struggling to find funding as Westwood Training receives no statutory funding. He runs the courses with the help of two volunteers. He is hoping to cater for approximately 30 children . he does charge a small fee when people book onto the course to ensure that they attend on the day. He needs

funding to help towards the room hire, publicity and to purchase resources. The Committee felt it was a worthwhile cause and:-

RECOMMENDED: That a grant of up to a maximum of £1,790 be given for the courses with delegated power given to the Clerk to negotiate with Mr Morris on what items can be funded.

#### 14/4.2. Grenoside Old School Charity

Cllr Pepper declared an interest in the item and left the room.

Richard Godley informed the Committee of the need for financial assistance and stated that Heritage Lottery Funding had been received for the Grenoside Reading Room in the sum of £218,000.00. Construction work is still under way but the handover date is anticipated as the 31 May 2013. Mr Godley said that there is a small deficit in the money required to complete the building i.e. for a hearing loop system to be installed and also to provide disabled access and steps into the garden area and for tables and chairs to be purchased. Any money received in grants will enable further funding to be released from the Heritage Lottery Fund. Mr Godley reported that there are quite a lot of groups in Grenoside wishing to use the building once it is opened. The Committee considered the application and:-

RECOMMENDED: That a grant of up to £5,000 be given, which will free up a larger amount of Heritage Lottery funding with the proviso that this is a one off grant given by the Parish Council.

#### 14/4.3. St Mark's Church, Grenoside

Mr Chris Birkby and Miss Janet Hoyle attended the meeting to inform the Committee of their need for financial assistance towards the proposed building project at St Mark's Church. They explained that the proposed extension will provide essential facilities such as:-

- Inside toilet facilities
- A meeting room separate from the Church
- Additional storage facilities and a kitchenette for serving refreshments after services.

The Church have already raised £45,000 towards the cost of the building work via pledges and fund-raising activities. The Clerk questioned what timescale was involved. Mr Birkby answered that it would take approximately one year to raise further funding. The Clerk therefore recommended that the Committee defer consideration of this application until later in the year when they are closer to their target. The Clerk was requested to write to Mr Birkby to this effect and also to enquire what tangible items the Parish Council could purchase in order to be able to reclaim the VAT aspect of the goods.

RECOMMENDED: That this item be deferred for consideration at a later date.

#### 14/5. To discuss an application for financial assistance received from Stocksbridge Advice Centre

The Committee considered the application for financial assistance received from the Stocksbridge Advice Centre. The Committee felt that due to the fact it was outside the Ecclesfield Parish boundary and that there are two advice centres within Ecclesfield Parish boundary they were unable to consider this application and no funding would be provided. The Clerk was requested to write to Stocksbridge Advice Centre to this effect.

14/6. Examination of Financial Transactions

The Clerk informed members of the items requiring payment by BACS transfer and cheque. The cheques were duly signed by two Councillors and the BACS transfers authorised.

14/7. To consider purchasing second hand stacking chairs from Newton Hall at a cost of £20.00 for 20 chairs

Cllr Housley informed the Committee that the cost of purchasing the chairs is £25.00 for 20 chairs not £20.00 as stated on the agenda. The Committee considered this item and

RECOMMENDED: That the chairs be purchased at a cost of £25.00, the chairs can be used in either the Committee Room or the Community Room.

14/8. To consider accepting the gift of a safe from the Northern Community Assembly and authorising the cost of transportation to the Parish Office

The Committee considered the report from the Clerk with regard to the transportation and installation costs of removing the safe from the Northern Community Assembly to the Parish Council offices and

RECOMMENDED: That the Clerk go ahead with the removal of the safe.

14/9. To consider a request from Hullaballoos for permission to place advertisement sign on the Parish Council car park . the Council being equally responsible for duty of care to highway users and to consider the annual rental figure if permission is agreed

The Clerk reported to the Committee that planning permission has been granted for the sign to be erected on the Parish Council car park. However the decision notice states that the Council and Hullaballoos would be equally responsible for duty of care to highway users. The Clerk recommended to the Committee that the post served no useful purpose to the Parish Council and should be removed. The Committee therefore:-

RECOMMENDED: That the Clerk proceeds with the removal of the post from the Parish Council car park at the earliest opportunity.

14/10. To consider uplifting the salary of the Clerk & Financial Officer by one spinal point as per his contract of employment

The Clerk confirmed that his contract of employment stated that he would receive an annual increment of one spinal point.

RECOMMENDED: That the Clerk's salary be uplifted one spinal point in accordance with his contract of employment.

14/11. To consider the Council's email structure with a view to providing the Clerk & Financial Officer with a separate email address

The Clerk informed the Committee that he quite often works from home and it would be more professional if he could be provided with his own e-mail address incorporating Ecclesfield Parish Council rather than using his home e-mail address.

RECOMMENDED: That a) the Clerk be provided with a separate e-mail address, and b) further separate email addresses be added at the appropriate time.

14/12. To report on the Clerk's travel claim for the period ended 30<sup>th</sup> April 2013

The Clerk informed members of his recent travel claim which covered the period from

the 18 April 2012 up to the 30 April 2013. He wished to explain that the only time he has claimed mileage from home to the office was prior to him commencing official employment with the Parish Council.

14/13. To consider allowing the Chapeltown Baths Community Business to enter into a sub-lease with the Post Office, on terms to be agreed and which do not disadvantage the Parish Council

The Clerk reported on the above matter to date, it was considered by the Committee and the Committee:-

RECOMMENDED: That the Clerk be given delegated authority to deal with the matter and bring it to a conclusion.

14/14. To confirm that (a) the Parish Council will allow the Chapeltown Baths Community Business to continue sub-leasing land to the South Yorkshire Ambulance Service and (b) authorise any two members to sign the relevant instrument on behalf of the Parish Council

The Clerk reported on the above matter to date, it was considered by the Committee and

RECOMMENDED: (a) That the Parish Council allows Chapeltown Baths to continue sub-leasing land to the South Yorkshire Ambulance Service and (b) Two Councillors signed the document for returning to the Parish Council's Solicitors.

14/15. To consider a referral from the Council to the Finance & Premises Committee to honour the memory of a sadly missed parishioner, by renaming the Parish Community Room to the Alan Greaves Community Room

The Committee considered the request which had also been considered by the Planning Committee. The Committee acknowledged that the Parish Council would like to honour the memory of Mr Alan Greaves. Mr Greaves's death affected many people within the Parish and the wider area, and the Committee believe it would be appreciated by members of the Parish if the Community Rooms were renamed in his honour. The Clerk had been requested by the Planning Committee to contact the St Saviours Church and St Mary's Church to enquire whether they are planning on honouring Mr Greaves's memory in any way in order to avoid duplication. Cllr Bainbridge was also requested to liaise with the Clerk regarding this matter.

RECOMMENDED: that after due enquiry, the Community Room be re-named, The Alan Greaves Community Room, providing there was no duplication.

14/16. Chapeltown Toilets

To receive an update from the Clerk . the Clerk had reported earlier in the meeting that he was still waiting to hear from Sheffield City Council with regard to the costs involved.

14/17. Grenoside Exhibition Account Charity

To receive an update from the Clerk

The Clerk recommended to the Committee that a separate Trustee meeting be held twice per year in April and October, and also recommended that the Chair of the Advisory Body be invited to these meetings in order that the income received can be discussed.



14/18 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 because of the confidential nature of the business to be transacted.

14/19. Provision of Community Development services in Ecclesfield Parish Area

The Clerk reported on the provision of Community Development services in the parish area.

14/19 Provision of Leisure Facilities in the Ecclesfield Parish Area

The Clerk reported on the provision of leisure facilities in the Ecclesfield Parish area.

Cllr Bainbridge wished to thank the Chair of Finance for the way in which the meeting had been conducted with all Councillors working together for the good of the Parish.

## APPENDIX A

FINANCE CORRESPONDENCE – 16 MAY 2013							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Cncl	Ref/Plan	Ref/Fin	No.
07-May-13	St Mark's Church, Grenoside	appl	Request for financial assistance			16-May-13	1
10-May-13	Chris Birkby St Marks Church	letter	Information for application for financial assistance			16-May-13	2
14-May-13	St Marks Church	letter	Additional information re app for fin assist			16-May-13	3
07-May-13	Stocksbridge Advice Centre	appl	Request for financial assistance			16-May-13	4
08-May-13	Treetops Gateway Social Club	appl	Request for financial assistance			16-May-13	5
03-May-13	Cllr Weatherall	e-mail	Public toilets in Chapeltown			16-May-13	6
03-May-13	Sheffield Wildlife Trust	letter	Greno Woods		14-May-13	16-May-13	7
07-May-13	Black Rock		Grenoside Exh Ac Charity statement			16-May-13	8
07-May-13	M & G Investments		Grenoside Exh Ac Charity statement			16-May-13	9
07-May-13	Ricoh	letter	Increase in prices to service contract			16-May-13	10
08-May-13	Ecclesfield Park Bowling Club	letter	Thanks for recent grant			16-May-13	11
13-May-13	Grenoside Primary School	letter	Grenoside Exhibition Charity			16-May-13	12
13-May-13	Kate Guest REPAP Group	e-mail	Funding for notice boards			16-May-13	13