

To all Members of the Parish Council

SUMMONS

26 September 2013

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at 7.30 pm on Thursday 3 October 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 5 September 2013 (Pgs: 1-4 & Appends 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 5 September 2013 (Pgs: 7-8 & 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 17 September 2013 (Pgs: 12-14 & 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 19 September 2013 (Pgs:17-20 & 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 3 October 2013
9. To confirm the completion of the Audit for the year ended 31 March 2013.

10. To consider operating Chapeltown Toilets.
11. To receive a report on leisure facilities in Ecclesfield from Mr P Billington, Director of Culture & Leisure, Sheffield City Council
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 PARISH COUNCIL MEETING
HELD 5 SEPTEMBER 2013

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

In attendance was Mrs G Kress, Admin. Officer

Apologies for absence were received from Cllr J Jones and the reason for absence was approved by the Council.

Several members of the public attended the meeting and the Chairman invited them to speak in turn. One of the residents brought in photographs he had taken which shows the state of the roads and pavements following recent work carried out by Amey in High Green. He stated that there had been an incident where a gentleman had fallen down a hole left in the pavement and a baby had been thrown out of its pushchair as the pushchair caught on the uneven surface of the footpath. He stated that the quality of the materials being used was insufficient as weeds were now growing through the pavement. He asked the Parish Council for support in bringing these complaints to the attention of the appropriate people at the City Council. The Chairman stated that he would ask the Clerk to send a letter with the photographs to the appropriate people.

A resident attended the meeting to deliver a petition with 838 signatures requesting that the Parish Council take over the running of the public toilets in Chapeltown. The Chairman thanked the residents for bringing in the petition and said that this matter is on the Finance agenda for the 19 September for further consideration by the Committee. The Chairman suggested that the petitioners send a copy of the petition to Sheffield City Council to show the strength of feeling about the closure of the toilets by the City Council.

Prior to the start of the meeting Jackie Hall from Paces attended the meeting to inform the Council of the Paces Business Plan and proposed future developments. Paces Campus has been open for 14 years and have a 40 year lease and have been upgrading the building with grants funding. They have been working with Bond Bryan Architects to come up with plans for the site. Paces would like to build bungalows for training purposes where the young adults could learn to live independently. They wish to expand the sports hall to provide access for wheelchair users, a play campus will be the 4th stage of the project. They have had various surveys done and will soon be at the stage where the plans can be submitted to the City Council for approval. The Chairman thanked Jackie Hall and Karen Hague for attending the meeting to inform the Council of their plans and for the information that they previously supplied.

14/57. Declarations of Interest

There were none received.

14/58. Exclusion of Press and Public

There were none identified.

14/59. To a) approve the Minutes of the Parish Council meeting held 4 July 2013 and b) discuss any matters arising from the minutes for information only

Resolved: that the minutes of the Council meeting held on 4 July 2013 be confirmed as a true and accurate record of proceedings.

14/60. To a) approve the Minutes of the Environmental Planning Committee meeting held 4 July 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 4th July 2013 be confirmed as a true and accurate record of the proceedings.

14/61. To a) approve the Minutes of the Environmental Planning Committee meeting held 16 July 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 16 July 2013 be confirmed as a true and accurate record of the proceedings.

14/62. To a) approve the Minutes of the Finance & Premises Committee meeting held 18 July 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 18 July 2013 be confirmed as a true and accurate record of the proceedings.

14/63. To a) approve the Minutes of the Environmental Planning Committee meeting held 13 August 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 13 August 2013 be confirmed as a true and accurate record of the proceedings.

14/64. To receive a verbal report from the Environmental Planning Committee meeting held 5 September 2013

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

14/65. To consider the proposal to establish a combined authority for Barnsley, Doncaster, Rotherham and Sheffield

Resolved: That this item be added to the agenda of both the Planning and Finance meetings to be held in September in order that this matter can be considered further before a response is sent.

COUNCIL MINUTES 5 SEPTEMBER 2013

14/66. Correspondence (Appendix A)

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

14/67. Accounts

Resolved: That the following accounts be approved for payment:

Payable to	Amount	Payment Details	Payment made under
Broxap	£861.60	Part 1 of grant to Friends of Grenoside Park	LG Act (Miscellaneous Provisions) Act 1976 s19
Mathew Chambers Merlin Networks	£250.00	Invoice for work on Sharepoint system	LG Act 1972 s111
Angram Bank Tenants Association	£1,600.00	Grant towards party in the park	LG Act 1972 s145
Administration Officer	£100.30	Transfer to petty cash account	LG Act 1972 s111
HM Revenue and Customs	£1,069.55	Tax and NI payments July 2013	LG Act 1972 s111
South Yorkshire Pensions	£261.62	Pension contributions July 2013	LG Act 1972 s111
Staff	£2,897.53	Net salaries July 2013	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	£29.99	iPhone 5 for Clerk	LG Act 1972 s111
O2	£13.80	Mobile phone cover for Clerk	LG Act 1972 s111
Roy Smith Garden Services	£68.00	Grass cutting 5 July and 17 July	LG Act 1972 s111
RU Safe	£156.00	PAT testing carried out 15 July	LG Act 1972 s111
Look Local	£144.00	Delivery of What's on Guide	LG Act 1972 s111
O2	£56.57	Mobile phone bill for Clerk	LG Act 1972 s111
BOS Office Supplies Group	£52.88	Stationery items	LG Act 1972 s111
British Telecom	£80.47	Telephone bill line 1	LG Act 1972 s111
British Telecom	£62.64	Telephone bill line 2	LG Act 1972 s111
British Telecom	£64.81	Telephone bill – fax machine	LG Act 1972 s111
Hillsborough Surfacing Tarmacadam	£1,122.00	Works to Grenoside Community Centre (grant)	LG Act (Miscellaneous Provisions) Act 1976 s19
M & N Canvas Services Ltd	£36.00	Repairs to Parish Council gazebo	LG Act 1972 s111
Broxap	£611.88	Litterbins – Part 2 of grant to Friends of Grenoside Park	Litter Act 1983 s5,6
British Gas	£117.83	Gas supply Council offices	LG Act 1972 s111
British Gas	£70.45	Gas supply Community Room	LG Act 1972 s111
Staff	£2,842.08	Net salaries August 2013	LG Act 1972 s111
Administration Officer	£97.83	Transfer to petty cash account	LG Act 1972 s111
HMRC	£1,069.55	Tax and NI payments August 2013	LG Act 1972 s111
South Yorkshire Pensions	£261.62	Pension contributions August 2013	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
Mathew Chambers Merlin Networks	£71.98	Purchase of domain name for Archive and other costs	LG Act 1972 s111
JRB Enterprise Ltd	£63.85	Purchase of 4,000 dog waste bags	LG Act 1972 s111
Ricoh UK Ltd	£79.72	Photocopying charges 1 May to 31 July 2013	LG Act 1972 s111
Chapelton Community Centre Renovation Fund	£1,000.00	Grant towards providing new disabled toilets	LG Act (Miscellaneous Provisions) Act 1976 s19
Roy Smith Garden Services	£68.00	Grass cutting 7 August and 21 August	LG Act 1972 s111
O2	£36.96	Mobile phone bill for Clerk	LG Act 1972 s111

14/68. Local Events

Cllr Housley informed members of various events due to take place in the next few weeks that he will be attending:-

- 8 September – Chapeltown Silver Prize Band – Chapeltown Park
- 11 September Scouts Annual General Meeting
- 14 September – Angram Bank Tea in the Park
- 21 September – Paces event Sports open day
- 27 September – Macmillan Coffee morning – Ecclesfield Parish Council
- 28 September – Opening of Grenoside Reading Room

APPENDIX A

COUNCIL CORRESPONDENCE – 5 SEPTEMBER 2013							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
08-Jul-13	Natalie Yarrow, Paces	Seminars 2013	e-mail	05-Sep-13			1
15-Jul-13	Paces Campus	Confirmation of attendance at September Council	e-mail	05-Sep-13			2
18-Jul-13	Paces	Multi sports spectacular 21 September 13	email	05-Sep-13			3
22-Jul-13	SCC Sarah Fletcher	SCC Responses to Clerk questions re Chapeltown toilets	e-mail	05-Sep-13			4
22-Jul-13	Shield Estates	Response to Clerk questions re Chapeltown toilets	e-mail	05-Sep-13			5
29-Jul-13	Shield Estates	Response re Chapeltown Toilets	e-mail	05-Sep-13			6
30-Jul-13	Zurich Insurance	Response re Chapeltown Toilets	e-mail	05-Sep-13			7
02-Sep-13	SCC Andrew Beevers	Chapeltown toilets	e-mail	05-Sep-13			8
22-Jul-13	South Yorks Fire & Rescue	Newsletter	e-mail	05-Sep-13			9
22-Jul-13	Treetops Gateway Social Club	Thank you for grant	letter	05-Sep-13			10
22-Jul-13	YLCA	E-bulletin week ending 19 July 2013	e-mail	05-Sep-13			11
26-Jul-13	St Marks Church	Grenoside News August 2013	booklet	05-Sep-13			12
26-Jul-13	SYFA	Members Briefing Note August 2013	email	05-Sep-13			13
29-Jul-13	NALC	DIS Extra 814	e-mail	05-Sep-13			14
30-Jul-13	Lynne Bird SCC	Parishes and Locality Working	e-mail	05-Sep-13			15
02-Aug-13	SCC Paul Billington	Leisure facilities in Ecclesfield	e-mail	05-Sep-13			16
05-Aug-13	Sheffield Get Lifewise	Event on 3rd September at Hellaby	email	05-Sep-13			17
05-Aug-13	YLCA	E-Bulletin w/e 26th July 13	email	05-Sep-13			18
09-Aug-13	Rural Action Yorkshire	AGM 12 Oct 13	letter	05-Sep-13			19
12-Aug-13	NALC	Dis Extra 815	e-mail	05-Sep-13			20
15-Aug-13	YLCA	Proposal for combined authority for South Yorks	email	05-Sep-13			21
16-Aug-13	Community Youth Teams	Summer Newsletter 2013	e-mail	05-Sep-13			22
16-Aug-13	Marketing Sheffield	Tour de France 2014	e-mail	05-Sep-13			23

APPENDIX A

16-Aug-13	Richard Godley	Woodland Festival - Wheata Woods Grenoside	e-mail	05-Sep-13			24
19-Aug-13	Grenoside Conservation Society	Minutes of last meeting	e-mail	05-Sep-13			25
20-Aug-13	Zurich Insurance	Invitation to Annual LCAS Seminar	e-mail	05-Sep-13			26
22-Aug-13	NHS Screening Programme	Abdominal Aortic Aneurysms awareness request	e-mail	05-Sep-13			27
23-Aug-13	Rural Action Yorkshire	August newsletter	e-mail	05-Sep-13			28
28-Aug-13	Chapelton Community Centre	Thank you for grant	e-mail	05-Sep-13			29
28-Aug-13	St Mark's Church	Grenoside news	booklet	05-Sep-13			30
29-Aug-13	Friends of Grenoside Park	Invitation to public meeting 17 September	e-mail	05-Sep-13			31
30-Aug-13	YLCA	Training events	e-mail	05-Sep-13			32
02-Sep-13	Friends of Chapelton Park	Music in the Park	e-mail	05-Sep-13			33
02-Sep-13	Oonagh McClean SCC	Proceeds of Crime Community Grant Scheme	e-mail	05-Sep-13			34
02-Sep-13	St Mary's Church	Church magazine September 2013	booklet	05-Sep-13			35
03-Sep-13	South Yorks Fire & Rescue	September newsletter	e-mail	05-Sep-13			36
03-Sep-13	YLCA	E-bulletin	e-mail	05-Sep-13			37
03-Sep-13	Oonagh McClean	Communities Programme funding opportunities	e-mail	05-Sep-13			38
04-Sep-13	SCC	Invitation to launch of Sheffield Budget Conversation	e-mail	05-Sep-13			39
05-Sep-13	Coterie Gallery	Constructivism exhibition	e-mail	05-Sep-13			40
05-Sep-13	Coterie Gallery	Call for entries to a festival of art exhibition	e-mail	05-Sep-13			41

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

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

In attendance: Mrs G Kress, Admin. Officer

No apologies were received all members of the Committee were present.

There were two members of the public present at the meeting regarding a planning application and an item of correspondence with regard to stopping up of a footpath.

14/54. Declarations of personal and/or pecuniary interest

There were none received.

14/55. Exclusion of the press and public

There were none identified.

14/56. Planning Proposals for consideration

Ten plans were received by the Committee for consideration as per appendix A attached. There were no objections on the City Council website to any of the plans to be considered, however one comment had been received by the Committee with regard to planning application 13/02760/FUL – The Hall, Warren Lane, Chapelton. The resident also attended the meeting to voice his concerns about the application to the Committee.

The resident stated that on viewing the plans on the City Council website there were some discrepancies with the building as it now stands and the plans recently submitted.

The resident was also concerned with regard to the safety of pedestrians who use the public footpath to gain access to the park that lies to the South East of the property. He stated that there will be insufficient room for vehicles to turn within the boundary of the property and vehicles may have to reverse out into the public highway rather than driving out into the highway, which is a safety hazard for pedestrians.

The Committee wish to support the resident's comments and ask that these comments are taken into account when making a decision about the application. The Committee also requested that a site visit be made to assess the safety aspect mentioned above.

Clerk to write to HOP at SCC

Planning application 13/02152 – 2 Middle Lane, Grenoside – the Committee considered the proposed planning application and the photograph of the area to be re-clad with natural stone and are in full support of the application as it will greatly improve the appearance of the building.

Clerk to write to HOP at SCC

14/57. Licence Applications

There were none received.

14/58. To consider the consultation document received relating to the proposed Motorway Services at Junction 35

Cllr Hooper informed the Committee that this item will also be on the agenda for the next Planning meeting to be held on the 17 September 2013. He informed members and the public present that there will be a public meeting to be held at Ecclesfield School on the 6th and 7th September 2013 where the developers will be present to answer any questions. The initial correspondence from the developers stated that the closing date for consultation was the 16 September but an e-mail has been sent to the developers requesting that this be extended slightly in order that the Councillors can attend the meetings on either the 6th or 7th September and consider the matter fully at the next Planning Committee meeting. One objection has already been received from a resident and the comments were noted.

Agenda item for 17 September

14/59. 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 2 – Stopping up of public footpath Blackburn Drive/Crescent – One member of the public attended the meeting to state that he wished the footpath to stay open stating that it is regularly used by many residents. At the time of the original planning application in 2012 no mention was made that the current owners would wish to close the public footpath which runs around their property. The Committee considered his comments and stated that it is important to ensure that public footpaths which are regularly used by the public should remain open and requested that the Clerk write to the Legal Services Department at the City Council to clarify why there is a need for the closure, and also to state that Ecclesfield Parish Council wish the public footpath to remain open.

Clerk to write to Legal Services

Item 14 – Aldi Store – A second letter had been received from a resident regarding our initial response to him on the above matter. The Committee requested that the Clerk write back reiterating earlier comments made.

Clerk to write to resident

APPENDIX A

PLANNING LIST – 5 SEPTEMBER 2013						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
13/02152 27-Aug-13	FUL	M YOUNG Rec 7.8.13	2 MIDDLE LANE, GRENOSIDE RE-CLAD EXISTING RENDERED UTILITY ROOM EXTN. WITH NATURAL STONE	N/CONSULTED	EPC SUPPORT CHANGES	05-Sep-13
13/02760 05-Sep-13	FUL	S HULL Rec 15.8.13	THE HALL, WARREN LANE, CHAPELTOWN TWO STOREY SIDE/REAR EXTN., SINGLE STOREY FRONT PORCH & SINGLE STOREY REAR PORCH	N/CONSULTED ONE COMMENT RECEIVED	SUPPORT RESIDENT'S CONCERNS RE PEDESTRIAN ACCESS	05-Sep-13
13/02224 06-Sep-13	FUL	F KHALIL KHAN Rec. 16.8.13	2 LARCH GROVE, SHEFFIELD S35 1QF ERECTION OF FENCE TO BOUNDARY WALL (RETROSPECTIVE APPLICATION)	N/CONSULTED	NO OBJECTION	05-Sep-13
13/02693 06-Sep-13	FUL	M YOUNG Rec. 19.8.13	7 ARNCLIFFE DRIVE, SHEFFIELD S35 2BS FIRST FLOOR EXTENSION WITH JULIET BALCONY OVER EXISTING GARAGE	N/CONSULTED	NO OBJECTION	05-Sep-13
13/02780 09-Sep-13	FUL	M YOUNG Rec 19.8.13	2 CUMBERLAND CRESCENT, SHEFFIELD S35 1TA TWO STOREY SIDE EXTENSION INCLUDING ALTERATIONS TO HIP ROOF TO FORM GABLE AND PROVISION OF OFF STREET PARKING AREA	N/CONSULTED	NO OBJECTION	05-Sep-13

APPENDIX A

13/02623	FUL	F KHALIL KHAN	35 ROJEAN ROAD, SHEFFIELD S35 8QR SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	05-Sep-13
09-Sep-13		Rec. 19.8.13				
13/02583	FUL	E PARKER	95-97 GREEN LANE, ECCLESFIELD SHEFFIELD S35 9WY PROVISION OF NEW CUSTOMER ENTRANCE WITH GLAZED CANOPY, RECLADDING OF BUILDING FAÇADE AND ERECTION OF EXTERNAL STAIRWAY TO SIDE OF BUILDING (AMENDED SCHEME TO 13/01428/FUL)	N/CONSULTED	NO OBJECTION	05-Sep-13
09-Sep-13		Rec. 20.8.13				
13/02588	FUL	K MANSELL	THE WAGGON, 2 MARKET PLACE, CHAPELTOWN ERECTION OF FIXED 1.5M HIGH METAL FENCE ENCLOSURE TO EASTERN BOUNDARY	N/CONSULTED	NO OBJECTION	05-Sep-13
11-Sep-13		Rec. 22.8.13				
13/02627	FUL	M YOUNG	10 MARKET PLACE, CHAPELTOWN, SHEFFIELD CHANGE OF USE FROM RETAIL (CLASS A1) TO BETTING OFFICE (CLASS A2) INCLUDING ALTERATIONS TO SHOP FRONT AND SITING OF SATELLITE DISH	N/CONSULTED	NO OBJECTION	05-Sep-13
12-Sep-13		Rec. 23.8.13				
13/02342	ADV	E PARKER	ERIC STEAD, 248 THE COMMON, SHEFFIELD S35 9WN ERECTION OF 3 ILLUMINATED FASCIA SIGNS, 1 ILLUMINATED FREESTANDING PYLON AND 1 NON- ILLUMINATED WALL MOUNTED ENTRANCE SIGN	N/CONSULTED	NO OBJECTION	05-Sep-13
		Rec. 29.8.13				

APPENDIX B

PLANNING CORRESPONDENCE – 5 SEPTEMBER 2013							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
15-Aug-13	Resident	Speed of traffic on Mortomley Lane	e-mail		05-Sep-13		1
15-Aug-13	SCC, Legal Servs	Stopping up of public footpath Blackburn Drive/Cresc.	letter		05-Sep-13		2
16-Aug-13	SCC	Roadworks Report 914	e-mail		05-Sep-13		3
16-Aug-13	SCC Road Safety Planner	SID rotation schedule	e-mail		05-Sep-13		4
19-Aug-13	Pegasus	Motorway services Junction 35	e-mail		05-Sep-13		5
28-Aug-13	Cllr Oxley	Response re motorway services junction 35	email		05-Sep-13		6
28-Aug-13	Resident	Obj re Motorway Services at Junction 35	e-mail		05-Sep-13		7
20-Aug-13	Lisa Casey South Yorks Police	Response re shooting of pigeons	e-mail		05-Sep-13		8
21-Aug-13	Recycoal	Hesley Wood Liaison Committee meeting	e-mail		05-Sep-13		9
21-Aug-13	Streets Ahead	Update on High Green works	e-mail		05-Sep-13		10
28-Aug-13	Rotherham MBC	Community Emergency Plan	letter		05-Sep-13		11
28-Aug-13	SCC Parks Department	Response re litter in Mortomley Park	e-mail		05-Sep-13		12
28-Aug-13	SCC Streets Ahead	Response re Sherburn Gate	e-mail		05-Sep-13		13
29-Aug-13	Resident	2nd letter re Aldi	letter		05-Sep-13		14
02-Sep-13	SCC	Roadworks Report 915	e-mail		05-Sep-13		15
05-Sep-13	Resident	Comments re The Hall Warren Lane	e-mail		05-Sep-13		16
05-Sep-13	Resident	Comments re Junction 35 Motorway Services	e-mail		05-Sep-13		17

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

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

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

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

Apologies were received from Cllr Oxley and the reason for absence was approved by the Committee. Cllr Housley had also informed the Chair that he would be attending the meeting later in the evening due to prior commitments.

14/60. Declarations of personal and/or pecuniary interest

Cllrs Housley and House declared an interest in planning application 13/02107/FUL 2-6 Burncross Road, 1A-C, 1-17 Loundside and car park to rear and land fronting 7-17 Loundside as they are members of Chapeltown in Bloom.

Cllr Hooper declared an interest in planning application 13/02601 – 1 Burncross Drive. They left the room when these items were being discussed.

14/61. Exclusion of the press and public

There were none identified.

14/62. Planning Proposals for consideration

Three plans had been received for consideration by the Committee as per the attached Appendix A. Councillors who had earlier declared an interest in the planning applications left the room while the various planning applications were being considered.

No objections had been received by the Committee to any of the plans, there were however two comments on the City Council website with regard to planning application 13/02107. Members considered the various options stated on the planning application in turn and made the following points:-

- Extension to the existing bin store – the Committee feel that this is a necessary development and will improve the appearance of the back of the shops if all bins were kept in the extended bin storage area rather than at the back of each individual shop.
- Insertion of windows to blank gable ends – the Committee have no objection to this proposed development as there are no issues of privacy for neighbouring properties.
- Use of the front of the shopping centre for market stalls Tuesday and Saturday – the Committee have no objection to the proposal as they feel this could encourage people to use the shops at Lound Court. They did however note the comments made on the City Council website regarding the existing market stalls adjacent to the Working Men's Club in Chapeltown being unused. There would also be additional noise issues for residents on Lound Side.

- Use of part of the car park as a Sunday market (car boot/farmers market etc. between April and September). The Committee noted the comments made on the City Council website and stated that they also have concerns about the following issues:-
 - Problems with car parking if the car parking spaces are used for market stalls. Since the introduction of the pay and display car park at Lound Court there have been increased problems with members of the public parking on both sides of the road on Loundside.
 - Litter – the Committee felt that there could possibly be an increase in litter from the stall holders and visitors to the market.
 - Noise – the Committee felt that the proposed development would cause noise problems for neighbouring residents due to the extra traffic and setting up of the stalls in the early hours on Sunday.
 - Traffic – as highlighted in the comments on the City Council website – the car park is regularly used as a cut through onto Burncross Road to avoid queues at the roundabout, the Committee are concerned that there could be safety issues for residents either using the car park or visiting the market.

The Committee requested that the Clerk write to the Head of Planning asking that all the comments are taken into account when making a decision about the application.

Clerk to write to HOP at SCC

14/63. Licence Applications

J D Wetherspoon PLC - The Waggon and Horses, 1 Market Place, Chapeltown

The Committee considered the licence application received and requested that the Clerk write to the Licensing Department to state that Ecclesfield Parish Council have no objection to the licensing hours stated in the application as they are the same as neighbouring establishments.

Clerk to write to the Licensing Department

14/64. To consider information received from Professor Mel Jones regarding the history of Smithy Wood Colliery and the proposed Motorway Service area

Cllr Oxley had met Professor Mel Jones at the public exhibition at Ecclesfield School regarding the proposed Motorway Service area. Following discussion Professor Jones sent a brief history and appraisal of the value of Smithy Wood to the Parish Council which he had written at the request of the Chief Executive of the Sheffield and Rotherham Wildlife Trust. Members noted the report and requested that the Clerk write to thank Professor Jones for preparing the document and also to seek permission for this to be sent to Pegasus and the Sheffield City Planners in order that they can consider this document when the application reaches the Planning stage.

Clerk to write to Professor Jones and Sheffield Wildlife Trust

14/65. To consider the pre-application consultation from Pegasus Group regarding the proposed Motorway Service area at Junction 35 of the M1 and its impact on the Parish

Several Parish Councillors had attended the pre-application public meeting at Ecclesfield School. Three letters of objection have already been received by the Parish Council regarding the proposed development and members noted the content of the letters. Discussion took place regarding the proposal and councillors acknowledged the need to protect green belt land and ancient woodland or at least

the best areas of the woodland. It was also important to consider the wildlife currently inhabiting the area.

Concern was raised regarding increased noise and pollution that the extra traffic would bring and how it would affect the residents of the Parish as the proposed service station will be very close to a densely populated area. Local jobs would be a bonus for the area. The Committee requested that the Clerk write back with a response to Pegasus stating their reservations about the proposed development and asking that our comments are taken into account. The proposed development will be considered in more detail when the matter is finally submitted as a planning application.

Clerk to write to Pegasus

14/66. To consider the proposal to establish a combined authority for Barnsley, Doncaster, Rotherham and Sheffield

Members considered the correspondence received from the YLCA regarding the above and agreed to support the proposal. The item is also on the agenda for the Finance Committee to consider and establish whether they agree to support the proposal. The Clerk was requested to respond back to YLCA to this effect.

Clerk to respond following the Finance Committee meeting

14/67. Correspondence - To consider items requiring a reply or response

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

Initial responses to be sent to the residents who had written in to the Parish Council regarding the proposed motorway service area at Junction 35 to the effect that this matter will be considered in more detail when it is received by the Parish Council.

APPENDIX A

PLANNING LIST – 17 SEPTEMBER 2013						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
13/02601 25-Sep-13	FUL	E PARKER Rec. 4.9.13	1 BURNCROSS DRIVE, SHEFFIELD S35 1DJ SINGLE STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	17-Sep-13
13/02107 25-Sep-13	FUL	S HULL Rec. 4.9.13	2-6 BURNCROSS ROAD, 1A-C,1-17 LOUNDSIDE AND CAR PARK TO REAR AND LAND FRONTING 7-17 LOUNDSIDE SHEFFIELD S35 1SF USE OF PART OF CAR PARK AS SUNDAY MARKET (CAR BOOT/FARMERS MARKET ETC BETWEEN APRIL AND SEPTEMBER) EXTENSION TO EXISTING BIN STORE USE OF FRONT OF SHOPPING CENTRE FOR MARKET STALLS (TUESDAY AND SATURDAYS) AND INSERTION OF WINDOWS TO BLANK GABLE WALLS	N/CONSULTED 2 COMMENTS ON SCC WEBSITE	EXPRESS CONCERNS RE CAR BOOT ON SUNDAYS, LITTER PARKING HOURS OF OPENING	17-Sep-13
13/02991 26-Sep-13	FUL	F KHALIL KHAN Rec. 6.9.13	135 ECCLESFIELD ROAD, CHAPELTOWN, SHEFFIELD S35 1TD PROPOSED FIRST FLOOR SIDE EXTENSION TO FORM 2 ADDITIONAL BEDROOMS TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	17-Sep-13

APPENDIX B

PLANNING CORRESPONDENCE – 17 SEPTEMBER 2013							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
16-Sep-13	Resident	Proposed motorway service area at junction 35	letter		17-Sep-13		Agenda item
16-Sep-13	Resident	Proposed motorway services	letter		17-Sep-13		Agenda item
10-Sep-13	Professor Mel Jones	History of Smithy Wood	e-mail		17-Sep-13		Agenda item
06-Sep-13	Paces Campus	High Green Sports Spectacular	e-mail		17-Sep-13		1
09-Sep-13	Lisa Casey South Yorks Police	NAG Minutes and Agenda	e-mail		17-Sep-13		2
09-Sep-13	Richard Godley	Tour de France funding	e-mail		17-Sep-13	19-Sep-13	3
09-Sep-13	SCC	Roadworks Report 917	e-mail		17-Sep-13		4
16-Sep-13	SCC	Roadworks Report 918	e-mail		17-Sep-13		5
16-Sep-13	Kier Assets	Bi monthly disposals	e-mail		17-Sep-13		6
16-Sep-13	Oonagh Mcclean	Adult Social Care Services	e-mail		17-Sep-13	19-Sep-13	7
17-Sep-13	SCC	Response re Libraries Consultation	e-mail		17-Sep-13		8
17-Sep-13	Vincent Varnam at Amey	Response re Streets ahead roadworks in High Green	e-mail		17-Sep-13		9

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD 19 SEPTEMBER 2013

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

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

Apologies for absence were received from Cllrs Ms S Constance and J Jones and the reasons for absence were approved by the committee.

One member of the public attended the meeting to ask questions of the Committee regarding a FOI request he had submitted to Sheffield City Council in respect of possible spending on Chapeltown toilets. The Clerk & Financial Officer was requested to seek clarification on this matter from Sheffield City Council.

14/41. Declarations of Interest

Cllr Weatherall declared an interest in item 12 on the agenda – Chapeltown Toilets
Cllr J Housley declared an interest in item 8 on the agenda as this is his chosen Charity for his year of office.

14/42. Exclusion of the Press and Public

The Clerk identified items 6,10, 12 and 17 on the agenda as items potentially requiring the exclusion of the press and public.

14/43. (1)To confirm, for the period ending 31st July 2013 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) budget and management accounts

(2)To confirm, for the period ending 31st August 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 periods ending 31st July 2013 and 31st August 2013, as now presented by the Clerk be confirmed.

14/44. Applications for Financial Assistance

14/44.1. Ernest Fox House Social Club

Two members of the group attended the meeting to inform the Committee of their need for financial assistance towards providing lunches, entertainment and trips out for their members. There are 14 members in total who live in the sheltered accommodation and each year they provide the members with a Christmas meal and activities over the Christmas period. They also regularly play bingo and this helps the residents who may sometimes feel isolated. The Committee recognise the importance of the Social Club to the residents and therefore:-

RECOMMENDED: That a grant of £350 be given to the group towards their annual activities.

14/44.2 Sheffield Wildlife Trust

A letter of invite to the meeting had been sent but no representative from the Trust attended the meeting. The Committee noted the accounts, bank balances and the amount requested and:-

RECOMMENDED: That the Organisation was too large for the Parish Council to support and the grant requested too high and therefore no grant could be provided.

14/44.3 Heritage High Green

Two members of the group attended the meeting to inform the Committee of their need for financial assistance. The group meet monthly and have 24 members of various ages. The meetings are well attended and friendships have been formed between the members. They would like to purchase a laptop and digital recorder as they feel that this would enable them to catalogue information they gather as many of the members are proficient computer users. As well as meeting monthly they go out into the community and speak to elderly residents who are housebound and feel that a digital recorder would help them immensely in gathering historical evidence for their archives. The Clerk raised concern that the group do not have Public Liability Insurance and would require this if they are going out into the Community. The Committee recognised the work done by the group to date and:-

RECOMMENDED That a grant of up to £700 be made to the group with delegated authority given to the Clerk to assist with the purchase of these items and also for them to obtain Public Liability Insurance.

14/45. To receive a copy of the sub-lease between the South Yorkshire Ambulance Service and the Chapeltown Baths Community Business

Members noted correspondence received from the Parish Council Solicitors regarding the sub-lease. The Ambulance Service have paid all legal costs for the preparation of the sub-lease.

14/46. To consider donating old unused items of stationery to "Pathways"

Members considered the request and agreed to assist Pathways in this way (this Charity is a new Charity set up and managed by Mrs P Booth who previously ran Pitstop).

RECOMMENDED: That any old unused items of stationery be donated to assist the Charity.

14/47. To consider the quotation from H L Brown for updating the Chairman's chain

Members considered the quote for updating the Chairman's chain and requested that the Clerk seek a further quotation in order that consideration could be given to purchasing additional silver gilt bars as the Chain has not been updated with the Chairmen's names since 2008.

14/48. To consider implementing the revised pay scales under the National Agreement from 1st April 2013

Members noted correspondence received from YLCA regarding the revised pay scales under the National Agreement from April 2013. A cost of living increase has been awarded of 1%, the first since 2009. It was therefore:-

RECOMMENDED: That staff be awarded a 1% increase in salary backdated to the 1 April 2013.

14/49. To consider the proposal to establish a combined authority for Barnsley, Doncaster, Rotherham and Sheffield

Members noted correspondence received from YLCA regarding the above, the Clerk informed the Committee that this item had also been on the Planning Committee agenda for consideration when it was agreed to support the proposal. The Finance Committee also agreed to support the proposal and the Clerk was requested to respond back to YLCA to this effect.

14/50. To consider operating the Chapeltown Toilets – To receive an update from the Clerk

The Committee received the Clerk's report on his work to date in obtaining initial legal advice, seeking quotations for cleaning costs, insurance costs and other issues. The Clerk has not yet sought a condition survey as there will be a financial cost for this work to be carried out. The Clerk outlined his concerns regarding the City Council's legal agreement with regard to Paragraph 6 of the agreement and recommends that a condition survey is carried out of the building as the Parish Council would be liable if there was any subsequent structural damage to the premises. The Clerk also raised concerns with regard to Paragraph 11 of the agreement which is in regard to uninsured losses.

Following his investigations he said the council should be aware of the risks arising from un-insured losses, undetected major water bursts and high levels of vandalism. He recommended that a condition survey be undertaken prior to the Parish Council taking over the management of the toilets.

RECOMMENDED: That in principle they agree to take on the management of Chapeltown toilets subject to a) a satisfactory condition survey and b) a satisfactory legal agreement being in place. The Clerk & Financial Officer was authorized to incur expenditure in respect of these matters.

14/51. To report on the Clerk's holiday entitlement

The Clerk informed the Committee of his leave taken to date and leave remaining owing and stated that he would forward his attendance card to the Chair of the Committee.

14/52. Examination of Financial Transactions

The Clerk informed members of the items requiring payment and these were authorised for payment by two Councillors.

14/53. Correspondence

Items requiring a decision or response

Members noted correspondence received.

Items 5, 6 and 7 – Tour de France, Grenoside – The Grenoside residents had asked for a Parish meeting and this had recently taken place with various groups attending to discuss their plans for this event. The Chairman stated that this is a City Council initiative and funding will be made available from the City Council. A representative from the City Council had attended the meeting and said that it was anticipated that there would be 4,500 press and 250,000 spectators attending the event.

The Chair requested that information received from Oonagh McClean at Sheffield City Council regarding funding sources be forwarded on to the group in order that they can access any funds that are available towards this event. The Chair also requested that Tour de France be placed as standing items on the agenda for both the Planning and Finance Committee to receive updates.

14/54. To consider a report from the Clerk and Financial Officer regarding South Yorkshire Pension Policies

The Clerk produced a written report following a meeting with a representative from South Yorkshire Pensions in which he was informed that the Parish Council is required to agree a written policy statement in respect of the following matters:

- Regulation 12 – Power of the employing authority to increase total membership of active members.
- Regulation 13 – Power of the employing authority to award additional pension.
- Regulation 18 – Flexible retirement
- Regulation 30 – Choice of early payment of pension

Members considered the content of the Clerk's report and also his recommendations these being:-

- That in respect of Para 12 of the 2008 Regulations, Ecclesfield Parish Council does not grant any additional benefits on the grounds of cost.
- That in respect of Para 13 of the 2008 Regulations, Ecclesfield Parish Council does not grant any additional benefits on the grounds of cost.
- That in respect of Para 18 of the 2008 Regulations, Ecclesfield Parish Council adopts the main provisions of the Flexible Retirement Policy of Sheffield City Council which is attached.
- That in respect of Para 30 of the 2008 Regulations, Ecclesfield Parish Council adopts the same stance as Sheffield City Council, principally that
 - a) employees age 60 and above may retire but with reduced benefits and
 - b) employees age under 60 may apply to retire and such requests will be assessed on a case by case basis with pension reductions for early retirement applying.

The Committee considered the Clerk's recommendations and

RECOMMENDED: That the policy be adopted and submitted to South Yorkshire Pensions Authority.

14/55. To consider the notes of the Working Party meeting held 6 August 2013 re Leisure Facilities in Ecclesfield

The Committee received the report of the meeting held on the 6 August in which the Clerk and Councillors Bainbridge, Edley, Housley and Pepper were in attendance. The Clerk informed the Committee that he was due to meet with Mr Billington on the 26 September and also that Mr Billington had requested to attend the Parish Council meeting on the 3 October.

RECOMMENDED: that the notes of the Working Party Meeting held on 6 August 2013 be confirmed as accurate and a fair reflection of the discussions held.

APPENDIX A

FINANCE CORRESPONDENCE – 19 SEPTEMBER 2013							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
19-Jul-13	Sheffield Wildlife Trust	Grant application	e-mail			19-Sep-13	Agenda item
13-Aug-13	Sheffield Wildlife Trust	Additional information re grant application	application			19-Sep-13	Agenda item
25-Jul-13	YLCA	Revised pay scales from 1st April 2013	email			19-Sep-13	Agenda item
16-Sep-13	Mrs Fell	Confirmation of attendance at Finance meeting	letter			19-Sep-13	Agenda item
12-Aug-13	Ironmonger Curtis	Sub lease at Chapeltown Baths	letter			19-Sep-13	Agenda item
21-Aug-13	Ironmonger Curtis	Sub Lease at Chapeltown Baths	letter			19-Sep-13	Agenda item
25-Jul-13	Local student	Request for donation towards expedition	letter			19-Sep-13	1
26-Jul-13	Angram Bank TARA	Thanks for recent grant	letter			19-Sep-13	2
10-Sep-13	Chapeltown Community Centre	Thank you for grant	letter			19-Sep-13	3
12-Sep-13	Grenoside Art Group	Thank you for grant	letter			19-Sep-13	4
29-Jul-13	Cllr Pepper	Tour de France 2013	e-mail			19-Sep-13	5
09-Sep-13	Richard Godley	Tour de France funding	e-mail		17-Sep-13	19-Sep-13	6
17-Sep-13	Oonagh Mcclean	Tour de France funding	e-mail			19-Sep-13	7
10-Sep-13	Chapeltown Baths	Invitation to AGM and minutes from last meeting	letter			19-Sep-13	8
10-Sep-13	Rural Action Yorkshire	RAY's Networking event and AGM 12 October	letter			19-Sep-13	9
16-Sep-13	Black Rock	Charinco distributions	letter			19-Sep-13	10
16-Sep-13	Oonagh Mcclean	Adult Social Care Services	e-mail		17-Sep-13	19-Sep-13	11
19-Sep-13	Lisa Casey South Yorks Police	EDL March 21 September	e-mail			19-Sep-13	12
19-Sep-13	BDO External Auditor	Conclusion of annual return 2012-2013	letter			19-Sep-13	13
19-Sep-13	Scottish Widows	Changes to terms and conditions of savings account	letter			19-Sep-13	14