

**To all Members of the Parish Council**

**SUMMONS**

28 August 2014

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at 7.30 pm on Thursday 4 September 2014 at the Council Offices, Mortomley Lane, High Green.

**Public Participation**

**Prior to the start of the meeting a 10 minute period will be set aside to receive questions, reports, petitions, etc. from members of the public**

Inspector Richard Burgess will be attending the meeting to speak to Councillors regarding issues in the Parish.

**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 3 July 2014 (Pgs: 1-5 & Appendix A), and b) discuss any matters arising from the minutes for information only
5. To a) approve the Minutes of the Environmental Planning Committee meeting held 3 July 2014 (Pgs:8-9 & 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 Committee meeting held 15 July 2014 (Pgs: 12-13 & 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 17 July 2014 (Pgs:16-18 & Appendix A), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only

COUNCIL AGENDA 4 SEPTEMBER 2014

8. To a) approve the Minutes of the Environmental Planning Committee meeting held 12 August 2014 (Pg: 20 & Appends A & B), b) approve any recommendations arising from the meeting and c) discuss any matters for information only
9. To receive a verbal report from the Environmental Planning Committee meeting held 4 September 2014
10. To receive report from the Clerk & Financial Officer with regard to the North Active Proposal and agree a course of action.
11. To adopt a new Complaints Procedure as recommended by the YLCA
12. To receive a report from the Clerk re Chapelton toilets
13. **CORRESPONDENCE** . Items requiring a decision or response
14. **ACCOUNTS** . To approve the accounts presented for payment
15. **LOCAL EVENTS**

Yours faithfully

*David Morton*

D J Morton  
Clerk and Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING  
HELD 3<sup>rd</sup> JULY 2014

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

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

Also present at the meeting was Emma Faulkner a student from Ecclesfield School who has been carrying out her work experience at the Parish Council offices over the last two weeks. There were also several residents present at the meeting.

Apologies for absence were received from Cllrs Jones & House and the reasons for absence were approved by the Council

The Chair invited questions from members of the public present at the meeting. The first resident enquired about her question at the last Council meeting in June regarding the aims and objectives of the Parish Council. The Chair said that a response had been sent back to her today which answered her questions.

The second resident enquired about Chapeltown Toilets and therefore this item was brought forward on the agenda in order that she could listen to the report from the Parish Council's Estate Agent regarding the agreement which had been received from Sheffield City Council.

15/43. To receive any amended Declarations of Interest from members  
There were none identified.

15/44. 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 identified.

15/45. To identify any items for discussion which may require the exclusion of the press and public  
Items 14 and 16 were identified as requiring the exclusion of the press and public.

15/46. To (a) approve the minutes of the Parish Council meeting held 5<sup>th</sup> June 2014 and (b) discuss any matters arising from the minutes for information only

**Resolved:-**

That the minutes of the 5<sup>th</sup> June 2014 be approved as a correct record of the meeting.

15/47. To (a) approve the minutes of the Environmental Planning & Employment Committee meeting held 5<sup>th</sup> June 2014 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.

15/48. To (a) approve the minutes of the Environmental Planning & Employment Committee meeting held 17<sup>th</sup> June 2014 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.

15/49. To (a) approve the minutes of the Finance & Premises Committee meeting held 19<sup>th</sup> June 2014 (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.

15/50. To approve the Minutes of the Staffing Sub Committee meeting held on 19<sup>th</sup> June 2014

**Resolved:-**

That the minutes be approved as a correct record.

15/51. To receive a verbal report from the Environmental Planning & Employment committee meeting held 3<sup>rd</sup> July 2014

**Resolved:-**

That the verbal report be received.

15/52. Provision of swimming facilities within the Ecclesfield Civil Parish Area  
The Clerk stated that he had obtained Barrister's Opinion which confirmed the legality of the actions being taken by Ecclesfield Parish Council with regard to the Council's wish to continue providing swimming and related facilities in the Civil Parish Area. It was then

**Resolved:-** That the Parish Council confirms its desire to continue providing swimming and related facilities within the Ecclesfield Civil Parish Area as provided under Section 19(3)(b) of the Local Government (Miscellaneous Provisions) Act 1976.

15/53. To receive a report from the Clerk & Financial Officer regarding the North Active Proposal in relation to the Parish Council's Public Sector Equality Duty, and confirm a course of action

The Clerk presented a written report with regard to the Council's responsibilities to comply with Section 149 of the Equalities Act 2010 and it was then

**Resolved that:-**

- The report from the Clerk be received for information
- The Council confirms that it is satisfied the consultation process undertaken has complied with the Parish Council's duty to consult on the North Active Proposal and has exercised its responsibilities towards the Public Sector Equality Duty as provided in Section 149 of the Equalities Act 2010.

15/54. To receive a report from the Clerk & Financial Officer regarding the North Active Proposal in relation to the financial implications of maintaining the current Chapeltown Baths vis a vis entering into a formal agreement with Sheffield City Council to part fund the provision of a new facility known as North Active, and confirm a course of action

The Clerk presented a written report with regard to the financial implications of maintaining the current Chapeltown Baths vis a vis entering into a formal agreement

with Sheffield City Council to part fund the provision of a new facility known as North Active.

It was

**Resolved that:-**

- That the report be received for information
- The Council believes that the North Active Proposal is value for money and is affordable.
- That the Clerk and Financial Officer is authorised to negotiate a formal funding agreement with Sheffield City Council for final confirmation at a future meeting of the Parish Council.

15/55. To receive a report from Mr M Shield, the Parish Council's Property Adviser, regarding the North Active Proposal in relation to the Parish Council's duty to obtain Best Consideration on the disposal of an asset and generally to ensure value for money in respect of the overall proposal; and to confirm a course of action

Mr M Shield, the Council's Property Advisor, presented his written report which confirmed the following:-

- His view that the North Active Proposal as set out in the report from the Clerk and Financial Officer was the best option for the Parish Council to pursue.
- His view that the North Active Proposal was value for money and represented a fixed financial commitment by the Parish Council which was affordable.

**Resolved:-**

- That the Report from Mr Shield be received for information
- That the advice from Mr Shield be accepted.

15/56. To receive a report from Mr M Shield, the Parish Council's Property Adviser in respect of an agreement offered by Sheffield City Council to operate the Chapeltown Toilets, and confirm a course of action

This item was brought forward to the beginning of the meeting in order that residents present at the meeting could hear the response from the Parish Council's Property Advisor.

Mr Shield had been asked to advise the Parish Council on the suitability of the agreement sent to the Parish Council from Kier. Mr Shield presented his comprehensive report on the agreement provided by Kier, following which he summarised his recommendations:

- The provision of WC's by the park entrance is good for the community but Ecclesfield Parish Council is not equipped to manage or operate a Public WC in accordance with the type of agreement provided by Kier. The Parish Council would be placed with a large financial risk which exceeds the anticipated costs of day to day cleaning and restocking the WC's.
- Issues to be considered are:-
- Who will be on call should the unit not open or lock each day. Do you need a contractor to inspect each morning and evening?
- Who will deal with complaints from members of the public?

- The agreement puts unknown risks on Ecclesfield Parish Council, cleaning graffiti, drains etc.
- Item 12 of the agreement %the premises are to be used so as to cause no nuisance or annoyance to adjoining owners or occupiers of adjoining land or premises or to the general public or to the City Council+. Mr Shield stated that this item is almost impossible to comply with, what damages could flow from this?
- Has a study been undertaken to see the level of use of the WC\$ are put to? The larger shops and public houses provide the same service in this area.

Mr Shield recommended it may be better to offer to fund Sheffield City Council to employ a contractor at a fixed sum to maintain, clean and restock the WC\$ by way of contributing a fixed monthly sum to Sheffield City Council.

In summary it was clear that both Clerk and Financial Officer and the Council\$ Property Advisor felt that the draft agreement offered by Sheffield City Council was too onerous and that neither could recommend its acceptance.

The Clerk was asked to ascertain what sort of agreement Bradfield Parish Council have with the City Council for their toilets.

15/57. Exclusion of Press and Public

**Resolved :-** That the press and public be excluded pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 in view of the confidential nature of the business to be transacted.

15/58. To discuss the public session (Cllr Ms Constance)

Following the Council meeting in June Cllr Ms Constance requested that this item be included on the agenda for consideration by Full Council in July. She asked that if several members of the public attended to ask questions that they be given an equal amount of time to speak. The Chair stated that in the Parish Council Standing Orders which were reviewed in March this year, Full Council had agreed that ten minutes would be allowed for questions from members of the public. It also states in the Standing Orders that the Clerk would respond to any questions unable to be answered at the meeting in writing as soon as possible. Cllr Weatherall stated that in the event of several members of the public attending to ask questions the Council had the ability to suspend Standing Orders to facilitate questions from the public.

15/59. To consider the commercial aspects of the disposal of the current Chapeltown Baths, if any; (this item is likely to be discussed in the absence of the press and public as it would not be in the public interest to proceed otherwise) and confirm a course of action

Mr Shield reported to Full Council that no formal valuation of the site has been undertaken following the successful removal of all covenants on the land and also obtaining a document which gives Ecclesfield Parish Council absolute title to the land and buildings. The original ownership deeds had been lost many years ago but there was sufficient documentary evidence for the land and buildings to be lodged in the name of Ecclesfield Parish Council with the Nottingham District Land Registry. Mr Shield stated that until the North Active contract is signed he will be unable to market the site. An agreement has to be done whereby the Baths Company and the Parish

Council terminate the lease, the Baths Company can then wind up the company. The formal agreement needs to be signed as soon as possible in order that the lease can be surrendered by the 31 December 2015.

15/60. Correspondence (Appendix A)

Items requiring a decision of response

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

15/61. 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>
Roy Smith Garden Services	£136.00	Grass cutting 7/5 20/5 2/6 and 16/6	LG Act 1972 s111
HMRC	£720.32	Tax and NI payments June 2014	LG Act 1972 s111
SYPA	£654.35	Pension contributions June 2014	LG Act 1972 s111
Staff	£3,212.97	Net salaries June 2014	LG Act 1972 s111
Sheffield City Council	£495.00	NNDR payment Council offices	LG Act 1972 s111
Sheffield City Council	£64.00	NNDR payment Community room	LG Act 1972 s111
AOL	£3.99	Premium Service	LG Act 1972 s111
AOL	£18.37	TalkTalkAOL	LG Act 1972 s111
Zurich Insurance	£2,173.83	Annual insurance premium	LG Act 1972 s111
O2	£37.79	Mobile phone bill for the Clerk	LG Act 1972 s111
BOS Office Supplies Ltd	£93.98	Stationery items	LG Act 1972 s111
Chapelton Baths	£17,500.00	Balance of 2014-2015 grant	LG (Miscellaneous Provisions Act) 1976 s19
Yorkshire Water	£47.43	Water supply April-June 2014	LG Act 1972 s111
Administration Officer	£115.94	Transfer to petty cash account	LG Act 1972 s111

15/62. Local Events

There were no local events at which the Chairman had been invited to report on at this time.

## APPENDIX A

## COUNCIL CORRESPONDENCE – 3 JULY 2014

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
06-Jun-14	Resident/Clerk/SCC	Toilets at Chapeltown	e-mail	03-Jul-14	17-Jun-14		<b>Agenda item</b>
12-Jun-14	Kier Services	Agreement re Chapeltown Toilets	e-mail	03-Jul-14		19-Jun-14	<b>Agenda item</b>
10-Jun-14	Cllr J Wright	Parish Council meeting	e-mail	03-Jul-14			<b>Agenda item</b>
10-Jun-14	Melissa Cann	Counselling Directory	e-mail	03-Jul-14			<b>1</b>
06-Jun-14	Lisa Casey South Yorks Police	Classification of Khat	e-mail	03-Jul-14			<b>2</b>
10-Jun-14	St Mary's Church	News and views magazine June	booklet	03-Jul-14			<b>3</b>
17-Jun-14	EPIP	AGM and accounts	e-mail	03-Jul-14			<b>4</b>
19-Jun-14	YLCA	Birthday 2015 Honours List	e-mail	03-Jul-14			<b>5</b>
19-Jun-14	SYJS	Police Commissioner to hear from you	email	03-Jul-14			<b>6</b>
20-Jun-14	Chapeltown Library	Memories of the wars	e-mail	03-Jul-14			<b>7</b>
20-Jun-14	YLCA	Training courses 2014-2015	e-mail	03-Jul-14			<b>8</b>
23-Jun-14	CPRE	Invitation to AGM	letter	03-Jul-14			<b>9</b>
23-Jun-14	Ecclesfield Conservation and History Group	Parish Council HLF Success	e-mail	03-Jul-14			<b>10</b>
25-Jun-14	Friends of parks	Photo competition 2014	email	03-Jul-14			<b>11</b>
25-Jun-14	Voluntary Action Sheffield	Latest News From VAS	email	03-Jul-14			<b>12</b>
25-Jun-14	Royal British Legion	Invite to Chair to Service of Remembrance 9 Nov 14	letter	03-Jul-14			<b>13</b>
25-Jun-14	St Marks Church	Grenoside News	booklet	03-Jul-14			<b>14</b>
26-Jun-14	British legion	Remembrance Sunday 2014	letter	03-Jul-14			<b>15</b>
26-Jun-14	Chapelton over 50s club	Thank you for grant	letter	03-Jul-14			<b>16</b>
27-Jun-14	Rural Action Yorkshire	Issue 15 June 2014	email	03-Jul-14			<b>17</b>
27-Jun-14	SYJS	Live webcast 30 June	email	03-Jul-14			<b>18</b>



## APPENDIX A

## COUNCIL CORRESPONDENCE – 3 JULY 2014

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
27-Jun-14	YLCA	Appointment of Crime and Community Safety Lead Member	e-mail	03-Jul-14			19
30-Jun-14	YLCA	70th Annual review	booklet	03-Jul-14			20
30-Jun-14	LCR	News letter	email	03-Jul-14			21
30-Jun-14	S & T Garden Services	Gardener who bought Roy Smith's business	letter	03-Jul-14			22
30-Jun-14	EPIP	Leader priorities 2015-2020	e-mail	03-Jul-14			23
01-Jul-14	South Yorks Fire & Rescue	Member briefing note	e-mail	03-Jul-14			24
02-Jul-14	Cllr Hooper	Wild at Heart Project, Walk in Greno Woods 11 July 2014	email	03-Jul-14			25
02-Jul-14	Cllr Housley	Chapeltown Gala 5 July 2014	email	03-Jul-14			26
03-Jul-14	St Mary's Church	Church magazine	booklet	03-Jul-14			27

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE  
MEETING HELD 3<sup>rd</sup> JULY 2014

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

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

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

15/24. Declarations of personal and/or pecuniary interest

Cllr Mr A Hooper declared an interest in planning application 14/02220/FUL 39 School Lane, Grenoside as it is opposite the Grenoside Reading Room of which he is a trustee.

15/25. Exclusion of the press and public

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

15/26. Planning Proposals for consideration

Seven plans had been received for consideration as per Appendix A . the Committee had received no objections to any of the planning applications. There was one positive comment from a neighbouring property on the City Council website for planning application 14/02113/FUL . 29 Bracken Hill and the applicants attended the meeting to answer any queries which the Committee might have about their application.

The Committee considered the plans and could see no grounds for objection to any of the plans received and requested that the Clerk write to the Head of Planning at Sheffield City Council to this effect.

**Clerk to write to HOP at SCC**

15/27. Licence Applications

No licence applications had been received for consideration.

15/28. To consider correspondence received from Streets Ahead regarding the Winter Maintenance Consultation . response required by the 25 July 2014

The Committee stated that the list on the City Council website was difficult to view and asked if the Clerk could write to the City Council asking if a list could be produced for each area of the Parish. They requested that this be placed on the mid-month Planning Agenda for July in order that a response could be sent back to the City Council by the 25 July.

**Clerk to write to SCC**

15/29. To discuss an issue raised by a resident at the Council meeting on 5 June re sheltered housing (extra information requested)

The Committee were unable to consider this item as the information requested had not been received and the Committee could not act upon hearsay. A member of High Green Action Team who brought this item to the attention of the Committee, was in

attendance at the meeting and informed the Committee that the original letter from the City Council informing the residents of the rent increase could not be found.

The Chair stated that no letters had been sent in to the Parish Council by the residents themselves and that it would be better if there was something in writing that they could contact the City Council to act on the residentsqbehalf.

15/30. Correspondence

To consider items requiring a reply or response

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

Item 6 . Greno Woods a letter had been received from the Public Rights of Way Officer at Sheffield City Council . The Chair asked if this letter could be put back on the correspondence list for the Planning meeting on the 15 July in order that this could be considered further.

The Chair informed the Committee that Emma Faulkner a Work Experience Student from Ecclesfield School had accompanied himself and Cllr Housley on visits around the Parish to assess the Chairmenq benches and notice boards. She has produced a report and photographs have been taken in order that the Finance Committee can consider at a later date what work is required to be carried out to refurbish the seats and notice boards. The Chair thanked Emma for all her work over the last two weeks.

APPENDIX A

<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>14/02113</b> 02-Jul-14	<b>FUL</b>	<b>L HIRST</b> Rec 12.6.14	<b>29 BRACKEN HILL, BURNCROSS</b> FIRST FLOOR REAR EXTENSION	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	03-Jul-14
<b>14/02120</b> 02-Jul-14	<b>FUL</b>	<b>L HIRST</b> Rec 12.6.14	<b>15 MELLOR LEA FARM GARTH, ECCLESFIELD</b> FIRST FLOOR FRONT EXTENSION OVER EXISTING GARAGE	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	03-Jul-14
<b>14/01979</b> 03-Jul-14	<b>FUL</b>	<b>J ATHERTON</b> Rec. 12.6.14	<b>96 BLACKBURN DRIVE, SHEFFIELD S35 2ZP</b> SINGLE STOREY AND FIRST FLOOR EXTENSION TO FRONT OF DWELLINGHOUSE	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	03-Jul-14
<b>14/02139</b> 03-Jul-14	<b>FUL</b>	<b>E RIDGE</b> Rec. 12.6.14	<b>110 THE COMMON, SHEFFIELD S35 9WN</b> REPLACEMENT OF ROOF AND DORMER WINDOWS	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	03-Jul-14
<b>14/01712</b> 09-Jul-14	<b>FUL</b>	<b>M YOUNG</b> Rec. 19.6.14	<b>3 WHITE LANE, CHAPELTOWN, SHEFFIELD S35 2YG</b> CONVERSION AND ALTERATIONS TO DETACHED DOUBLE GARAGE TO FORM ONE BEDROOMED DWELLINGHOUSE WITH ASSOCIATED ACCESS, CAR PARKING AND GARDEN AREA	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	03-Jul-14
<b>14/02220</b> 10-Jul-14	<b>FUL</b>	<b>F KHALIL KHAN</b> Rec. 19.6.14	<b>39 SCHOOL LANE, GRENOSIDE, SHEFFIELD S35 8QU</b> FIRST FLOOR SIDE EXTENSION OVER EXISTING GARAGE INCORPORATING FRONT AND REAR DORMER WINDOWS	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	03-Jul-14
<b>14/02236</b> 10-Jul-14	<b>FUL</b>	<b>J ATHERTON</b> Rec. 20.6.2014	<b>10 FARNABY GARDENS, SHEFFIELD S35 4FZ</b> ERECTION OF DETACHED DOUBLE GARAGE TO FRONT OF DWELLINGHOUSE	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	03-Jul-14

APPENDIX B

PLANNING CORRESPONDENCE – 3 JULY 2014							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
20-Jun-14	Highways	A61/A616 Westwood roundabout improvement works	e-mail		03-Jul-14		<b>1</b>
23-Jun-14	Environment Agency	Tour de France and flood planning	letter		03-Jul-14		<b>2</b>
30-Jun-14	Streets ahead	Road resurfacing works	email		03-Jul-14		<b>3</b>
01-Jul-14	Streets Ahead	High hedge - 13 The Circle, High Green	e-mail		03-Jul-14		<b>4</b>
02-Jul-14	SYPTE Rachel Cowling	Tram Track Replacement Works	e-mail		03-Jul-14		<b>5</b>
03-Jul-14	Sheffield Wildlife Trust	Greno Woods	email		03-Jul-14		<b>6</b>

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE  
MEETING HELD 15<sup>th</sup> JULY 2014

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

In attendance: Mrs G Kress, Admin. Officer

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

15/31. Declarations of personal and/or pecuniary interest

There were none received.

15/32. Exclusion of the press and public

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

15/33. Planning Proposals for consideration

Six plans had been received for consideration as per the attached appendix A. The Committee had not received any objections to four of the plans and could see no relevant grounds for objection to the planning applications and asked that the Clerk write to the Head of Planning at Sheffield City Council to this effect.

Comments had been received from a resident of a neighbouring property for planning application 14/02245/FUL . proposed two storey extension at 12 Mackenzie Crescent. The Committee considered the comments and support one of the comments with regard to the loss of light and asked that the Clerk write to the Head of Planning at Sheffield City Council to this effect, asking that this comment be taken into account when making a decision about the application.

**Clerk to write to HOP at SCC**

Comments had also been received from Grenoside Conservation Society to planning application 14/02203/ARPN . Stables near Sycamore Shooting Ground, Woodhead Road, Grenoside, S35 8RS. The Committee considered the comments and support their objection . the development is in green belt land surrounded by Sheffield City Council owned nature reserve/woodland and feel it is inappropriate use of the area which is designated as high landscape value. The Committee asked that the Clerk write to the Head of Planning at Sheffield City Council to this effect and also asked that copies be sent to the three local city councillors and Angela Smith MP.

**Clerk to write to HOP at SCC**

15/34. Licence Applications

No licence applications had been received for consideration.

15/35. To consider correspondence received from Streets Ahead regarding the Winter Maintenance Consultation . response required by the 25 July 2014

Members of the Committee had considered the winter maintenance consultation and asked that the Clerk respond stating their concern that only bus routes appear to be on the list for gritting. The Chair stated that Skew Hill Lane in Grenoside is not on the list

for priority gritting . despite the fact that this is the route that ambulances use from Middlewood to Grenoside and it will compromise emergency services. The Crematorium at Grenoside is also on this route which is also an essential service. He requested that this road needs to be gritted. The Committee also felt that areas close to sheltered housing complexes need to be gritted. Any roads with a gradient need a grit bin placing on it in order that residents can maintain their roads and pathways. There were no comments to be made with regard to the Snow Wardens.

15/36. Correspondence

To consider items requiring a reply or response

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

Item 1 . Concerns re traffic on Ecclesfield Road . The Committee considered the e-mail received with regard to the safety problems experienced on the small road which runs parallel with Ecclesfield Road and requested that the e-mail be forwarded to the Parking Services and also Highways Department for consideration and any appropriate action to be taken. They also requested that a letter be sent to Ecclesfield School regarding the irresponsible parking on double yellow lines by parents whilst picking up their children from school.

Item 5 . Proposed new public bridleway at Greno Woods . The Committee requested that a response be sent to Sheffield City Council to say that they have no objection to the creation of the bridleway.

Items 7 and 8 . 176-178 Main Street . Village Café . two items of correspondence had been received from a resident of a neighbouring property. Photographs were also sent in which showed unauthorised advertisement of a beer garden+on the day of the Tour de France. It was a condition of the granting of the original planning application that outside seating would not be provided. The Chair asked that the Clerk write to the Planning Enforcement Officers at the City Council requesting that any appropriate action be taken to stop this unauthorised use.

Item 21 . East and West Ecclesfield Wards Public meeting . posters have been created for this event which is due to take place on the 7 August at 7.00pm at Chapeltown Library.

Item 22 . Pre Planning Information re North Active Leisure Centre. Members noted the correspondence received and stated their concern at the short notice (5 working days) within a holiday period, for the meeting to be held on the 22 July both at Chapeltown Baths at 2.00pm to 4.00pm and the Parish Council Community Room at 4.30pm to 6.45pm. This also gives the Parish Council insufficient time to respond as a body. They asked that a response be sent to the City Council and also requested that Paul Billington and Isobel Bowler at Sheffield City Council be copied in to this response.

The Chair closed the meeting and stated that the next planning meeting is due to take place on the 12 August.

## APPENDIX A

PLANNING LIST – 15 JULY 2014						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS  ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL	COMM.
					OBSV'S & DEC'S	DATE
14/00432 22-Jul-14	FUL	E RIDGE Rec 1.7.14	LAND BETWEEN 8 & 12 COWLEY DRIVE, CHAPELTOWN ERECTION OF TWO SEMI DETACHED HOUSES	N/CONSULTED	NO OBJECTION	15-Jul-14
14/02358 22-Jul-14	FUL	L Hirst Rec 1/07/14	62 HOUSLEY PARK, CHAPELTOWN TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15-Jul-14
14/02239 23-Jul-14	OUT	M YOUNG Rec 3.7.14	LAND REAR 135 CHURCH STREET, ECCLESFIELD ERECTION OF 2 DETACHED DWELLINGHOUSES WITH ASSOC. GARAGES (RE-SUB OF 13/04197/OUT)	N/CONSULTED 1 COMMENT SCC WEBSITE	NO OBJECTION	15-Jul-14
14/02245 28-Jul-14	FUL	E GREGORY Rec. 8.7.14	12 MACKENZIE CRESCENT, BURNCROSS, S35 1US TWO STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED 1 OBJ REC.	SUPPORT RESIDENTS COMMENTS	15-Jul-14
14/02203 ?	ARPN	E RIDGE Rec. 10.7.14	WOODHEAD ROAD, GRENOSIDE S35 STABLES NEAR SYCAMORE SHOOTING GROUND, WOODHEAD ROAD, GRENOSIDE, SHEFFIELD S35 8RS	N/CONSULTED 2 COMMENTS SCC WEBSITE	SUPPORT COMMENTS OF GRENOSIDE CONSERVATION	15-Jul-14
14/02193 30-Jul-14	FUL	E RIDGE Rec. 10.7.14	7 TAVERNER CLOSE, SHEFFIELD, S35 4LF TWO STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED 1 COMMENT SCC WEBSITE	NO OBJECTION	15-Jul-14



APPENDIX B

PLANNING CORRESPONDENCE 15 JULY 2014							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cnc I	Ref/Plan	Ref/Fin	No.
04-Jul-14	Resident	Concerns re traffic on Ecclesfield road	email		15-Jul-14		1
04-Jul-14	WSP Group	A61 Westwood roundabout improvements	email		15-Jul-14		2
05-Jul-14	SYP, SNA	Substance misuse meeting 23.7.14	email		15-Jul-14		3
05-Jul-14	Sheffield Futures	Summer 2014 activities	email		15-Jul-14		4
07-Jul-14	Sam Beaton SCC	Proposed new bridleway at Greno Woods	e-mail		15-Jul-14		5
07-Jul-14	Streets Ahead SCC	Road resurfacing Wortley Road and Mortomley Lane	letter		15-Jul-14		6
07-Jul-14	Resident	Village Café 176-178 Main Street, Grenoside	e-mail		15-Jul-14		7
08-Jul-14	Resident	Village Café 176-178 Main Street, Grenoside (2)	e-mail		15-Jul-14		8
08-Jul-14	Macmillan Cancer Care	July Newsletter	e-mail		15-Jul-14		9
08-Jul-14	Woodland Trust	Smithy Wood summer picnic	flyer		15-Jul-14		10
08-Jul-14	Streets Ahead SCC	Proposed new road surface Lane End and Lound Side	e-mail		15-Jul-14		11
08-Jul-14	Resident	Site of Cart and Horses Public House	e-mail		15-Jul-14		12
08-Jul-14	YLCA	Consultation - Draft Plain English Guide to openness of Local Government	e-mail		15-Jul-14		13
08-Jul-14	YLCA	Revised NALC Legal Topic Note 9E - Handling Complaints	e-mail		15-Jul-14		14
09-Jul-14	Highways GSI	Smart Motorway M1, J28-31	email		15-Jul-14		15
09-Jul-14	Grenoside Conservation Society	Objection 14/02203/ARPN, Sycamore Shooting Ground	email		15-Jul-14		16
09-Jul-14	SYPolice, SNA	Cancellation of meetings July & August 2014	email		15-Jul-14		17
10-Jul-14	EPIP	Co-optee to join the board	e-mail		15-Jul-14		18
11-Jul-14	SCC	Sheffield Youth Film Club Launch Event	email		15-Jul-14		19
14-Jul-14	SYPTE	South Yorks Lands £4.8M for transport to support businesses	e-mail		15-Jul-14		20
14-Jul-14	LAP North	East and West Ecclesfield Wards Public meeting	e-mail		15-Jul-14	17-Jul-14	21
15-Jul-14	Tammy Barrass SCC	Pre Planning Exhibition information	e-mail		15-Jul-14		22
15-Jul-14	Resident	Obj re 14 02245 12 Mackenzie Crescent	letter		15-Jul-14		23
15-Jul-14	Cllr Hooper	Summer closing of Grenoside Reading Room	e-mail		15-Jul-14		24
15-Jul-14	Cllr Hooper	Change to Reading Room talk	e-mail		15-Jul-14		25
15-Jul-14	SYPTE	Tram Track Replacement works	e-mail		15-Jul-14		26
15-Jul-14	SCC	Strategic Housing Land Availability Assessment call for sites and consult	e-mail		15-Jul-14		27

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING  
HELD 17<sup>TH</sup> JULY 2014

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

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

Apologies for absence were received from Cllrs Jones, Pepper & Constance and the reasons for absence were approved by the Committee.

15/27. Declarations of Interest

Cllr Mrs D Fearnley declared an interest in agenda item 5 . Angram Bank Tara as she is a member of the Committee.

15/28. Exclusion of the Press and Public

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

15/29. To confirm, for the period ending 30<sup>th</sup> June 2014 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) budget and management accounts

**RECOMMENDED:** That all the schedules listed for the period ending 30<sup>th</sup> June 2014, as now presented by the Clerk be confirmed.

15/30. Applications for Financial Assistance

15/30.1. Angram Bank TARA

Cllr Mrs Fearnley left the room for the duration of this item.

Two members of the Angram Bank Tara attended the meeting to inform the Committee of their need for financial assistance. They are holding a %White Rose Carnival+where there will be performers, stall holders and fairground rides and the event is also to remember Fusilier Lee Rigsby who died in Afghanistan and money raised on the day will go to Help for Heroes.

The largest expense for the event is for security staff who are required on the day, there are approximately twenty staff required who all require radios which need to be hired. The security company they are proposing to use is Sheffield Wednesday Rapid Response Team, the same as last year's event. They stated that unless they receive a grant from the Parish Council they will be unable to hold the event this year, they have not applied for funding from any other organisations.

The Clerk was requested to contact the Chairman of Angram Bank Tara to ascertain further information about the accounts and also to negotiate the payment for the security staff directly in order that the Parish Council can legitimately claim back the VAT on the invoice.

**RECOMMENDED:** That a grant of £1600 be given towards the cost of security staff for this event subject to a satisfactory response to questions about the accounts.

15/31. Examination of Financial Transactions

The Clerk informed the Committee of the payments made during the month of July,

cheques were duly signed by two Councillors and payments by BACS and direct debits were noted and authorised.

15/32. To receive an update from the Clerk regarding the North Active Project and agree a course of action as necessary

The Clerk updated members on meetings he has attended regarding the above and he is due to meet again with Paul Billington from Sheffield City Council and the Baths Company on the 21 July.

15/33. Review of car allowance payments

The Committee noted the car allowance rates suggested by NALC for 2011/2012 which is significantly higher than the amount currently paid at 40p per mile for both officers and members.

The Clerk informed the Committee that the rate used by HMRC without having to pay Tax and National Insurance on the allowance is currently 45p per mile. The Committee therefore

**RECOMMENDED:** That the amount be raised from 40p per mile to 45p per mile for both officers and members.

15/34. To discuss the repair/renovation of the Parish notice boards and benches

The Committee considered the report and photographs prepared by Emma Faulkner the work experience student who visited the various sites with Cllrs Hooper and Housley. Some of the boards and benches are in need of renovation and the Clerk was requested to obtain quotations from two joinery companies and two decorators for the renovation work and bring them back to the Finance Committee in September for consideration.

15/35. To discuss the repair of the marquee and the purchase of a replacement cover for the gazebo

The Committee considered the correspondence received from Cllrs Hooper and Pepper regarding the repairs required to both the marquee and the gazebo. It was agreed that if the cost of the repairs was below £100 the repair work could be authorised to be carried out. It was also agreed that the company who had carried out previous repair work could be contacted to carry out the work.

15/36. Chapeltown Toilets . To receive an update from the Clerk

The Clerk informed the Committee that he will be meeting next week with an officer from the City Council and an officer from Kier due to the onerous agreement terms previously issued to Ecclesfield Parish Council by the City Council. The Clerk stated that he needs to impress upon the City Council that Ecclesfield Parish Council will be happy to enter into an agreement for service provision only and not the building itself.

15/37. Correspondence

Items requiring a decision or response

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

Item 1 . E-mail from Activity Sheffield re funding for High Green Gymnastics Academy . members considered the request and asked that an application form be sent to Activity Sheffield for completion in the usual manner.

Item 2 . SYPA . Employer Discretionary Policies . members noted correspondence received and the Clerk stated that he needs to prepare a report for the Finance Committee to consider. It was requested that this be placed as an item on the September Finance Committee agenda for consideration.

Item 3 . Resident . Request for funding . The Committee requested that a response be sent to say that the Parish Council do not support businesses through the grant budget.

## APPENDIX A

FINANCE CORRESPONDENCE 17 JULY 2014							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
10-Jul-14	Angram Bank Tara	Application for financial assistance	application			17-Jul-14	<b>Agenda item</b>
23-Jun-14	Activity Sheffield	Request for grant	e-mail			17-Jul-14	<b>1</b>
01-Jul-14	South Yorkshire Pensions	Pensions Policies	e-mail			17-Jul-14	<b>2</b>
10-Jul-14	Resident	Grant request	e-mail			17-Jul-14	<b>3</b>
10-Jul-14	Friends of Chapelton Park	Ward pot grants	e-mail			17-Jul-14	<b>4</b>
14-Jul-14	LAP North	East and West Ecclesfield Wards Public meeting	e-mail		15-Jul-14	17-Jul-14	<b>5</b>
14-Jul-14	Clerk	Thornccliffe Masterplan	e-mail			17-Jul-14	<b>6</b>
15-Jul-14	Clerk	Public toilets at Chapelton	e-mail			17-Jul-14	<b>7</b>
16-Jul-14	Revitalising Ecclesfield Park Group	Thank you for grant	e-mail			17-Jul-14	<b>8</b>
17-Jul-14	S & T Garden Services	Response from gardener	letter			17-Jul-14	<b>9</b>

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE  
MEETING HELD 12<sup>th</sup> AUGUST 2014

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

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

Apologies for absence were received from Cllrs Oxley and B Granger and the reasons for absence were approved by the committee

There was one member of the public in attendance at the meeting

15/37. Declarations of personal and/or pecuniary interest

Cllr Mrs K Granger declared an interest in planning application 14/02417 . 18 Reaper Crescent, Sheffield S35 3FH.

15/38. Exclusion of the press and public

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

15/39. Planning Proposals for consideration

Nine plans had been received for consideration, with objections received for planning application 14/01079/OUT . Smithy Wood, Cowley Hill, Chapeltown . Motorway Services. The Committee considered the plans as per the attached schedule and could see no reason for objection for eight of the plans and the Clerk was requested to write to the Head of Planning at Sheffield City Council to this effect.

The objections received for the planning application for the motorway services were considered and also the previous letter which was sent from the Parish Council to the Head of Planning in May this year, following a Parish meeting at which members of the public were present and who had voiced their many concerns over the proposed development. The Councillors are still of the opinion that they support the residentsq concerns and asked that the comments in the earlier letter be forwarded to the City Council again stating this.

**Clerk to write to HOP at SCC**

15/40. Licence Applications

No licence applications had been received for consideration.

15/41. Correspondence

To consider items requiring a reply or response

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

APPENDIX A

PLANNING LIST 12 AUGUST 2014						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
14/02403 01-Aug-14	FUL	M PEWSEY Rec 11.7.14	47 LIVINGSTONE ROAD, BURNCROSS TWO STOREY SIDE EXTN & ALTS TO FORM ADDL PARKING SPACE	N/CONSULTED	NO OBJECTION	12-Aug-14
14/02417 01-Aug-14	FUL	M PEWSEY Rec. 14.7.14	18 REAPER CRESCENT, SHEFFIELD, S35 3FH TWO STOREY SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	12-Aug-14
14/01079 07-Aug-14	OUT	E RIDGE Rec 18.7.14	SMITHY WOOD, COWLEY HILL, CHAPELTOWN - ADJ. J35, M1 ERECTION OF MOTORWAY SERVICE AREA INCL. PROPOSED FACILITIES BLDG, HOTEL, FILLING STATION, PARKING FACILITIES FOR ALL VEHICLES, ACCESS & CIRCULATION INTERNAL ROADS, STRUCTURED & NATURAL LANDSCAPING WITH OUTSIDE PICNIC SPACE & DOG WALKING AREA, ASSOC. INFRASTRUCTURE & EARTHWORKS (TOWN & COUNTRY PLANNING (EIA) REGS. 2011 SCHEDULE 2 PROPOSAL) (AMENDED PLANS REC. 11.7.14)	N/CONSULTED	LETTER OF OBJ REITERATE  EARLIER COMMENTS	12-Aug-14
14/02391 11-Aug-14	FUL	M JOHNSON Rec 21.7.14	52,53,54 REGENCY COURT, PRIMROSE DRIVE, ECCLESFIELD USE OF RESTAURANT & CAFÉ AS OFFICES (CLASS B1a - BUSINESS)	NO CONSULTATION  BY SCC, EPC	NO OBJECTION	12-Aug-14
14/02556 13-Aug-14	FUL	S HEAVISIDE	23 BENTLEY ROAD, CHAPELTOWN DEMOLITION OF REAR & SIDE EXTNS & ERECT. OF SINGLE STOREY REAR/SIDE EXTN	N/CONSULTED	NO OBJECTION	12-Aug-14

APPENDIX A

<b>14/02217</b>	<b>FUL</b>	<b>L HIRST</b>	<b>172-174 WORTLEY ROAD, HIGH GREEN</b>	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	12-Aug-14
18-Aug-14		Rec 28.7.14	APPL. TO VARY COND. 2 OF PLANN. APPL 13/00494/FUL TO REVISE LAYOUT OF FRONT GARDENS TO DWELLINGHOUSES			
<b>14/02734</b>	<b>FUL</b>	<b>S HEAVISIDE</b>	<b>ONE STOP STORE, 101 COTTAM ROAD, SHEFFIELD S35 4AB</b>	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	12-Aug-14
21-Aug-14		Rec. 1.8.14	INSTALLATION OF NEW EXTERNAL AIR CONDITIONING UNITS AT THE REAR OF THE PREMISES			
<b>14/02752</b>	<b>FUL</b>	<b>A CHAPMAN</b>	<b>LAND ADJACENT TO 8A STUART ROAD, SHEFFIELD S35 1XP</b>	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	12-Aug-14
22-Aug-14		Rec. 1.8.14	ERECTION OF A BUNGALOW			
<b>14/02772</b>	<b>FUL</b>	<b>S HEAVISIDE</b>	<b>85 STANLEY ROAD, BURNCROSS, SHEFFIELD S35 2XS</b>	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	12-Aug-14
25-Aug-14		Rec. 5.8.14	TWO STOREY REAR EXTENSION AND SINGLE STOREY SIDE AND REAR EXTENSION TO DWELLINGHOUSE			



APPENDIX B

PLANNING CORRESPONDENCE 12 AUGUST 2014							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
16-Jul-14	SYPTE	Tram Track Replacement works Phase 4	e-mail		12-Aug-14		<b>1</b>
17-Jul-14	Transport Planning	Response re Ecclesfield Road	e-mail		12-Aug-14		<b>2</b>
04-Aug-14	Transport Services SCC	Response re Ecclesfield Road/Chapelton Road speed limit	e-mail		12-Aug-14		<b>3</b>
22-Jul-14	SYPTE	Tram track replacement works - phase 4	email		12-Aug-14		<b>4</b>
24-Jul-14	SYPTE	Tram track replacement works update	email		12-Aug-14		<b>5</b>
24-Jul-14	Resident of High Green	Fly epidemic	email		12-Aug-14		<b>6</b>
28-Jul-14	Friends of Peak District	July 2014 - eNewsletter	email		12-Aug-14		<b>7</b>
29-Jul-14	Rural Action Yorkshire	eBulletin July 14	email		12-Aug-14		<b>8</b>
31-Jul-14	Aone Traffic management	A61/A616 Westwood Roundabout Improvement Scheme	e-mail		12-Aug-14		<b>9</b>
01-Aug-14	SCC	Postponement of East and West Ecclesfield Ward Public meeting	e-mail		12-Aug-14		<b>10</b>
04-Aug-14	South Yorkshire Fire and Rescue	August 2014 newsletter	e-mail		12-Aug-14		<b>11</b>
04-Aug-14	Dave Ross	Standards Committee dates	e-mail		12-Aug-14		<b>12</b>
04-Aug-14	South Yorks Police	Summer grant scheme	e-mail		12-Aug-14		<b>13</b>
04-Aug-14	Resident	Obj re Smithy Wood motorway services	e-mail		12-Aug-14		<b>14</b>
08-Aug-14	Aone UK	A61 A616 Westwood Roundabout scheme	e-mail		12-Aug-14		<b>15</b>
16-Jul-14	SCC Licensing Department	Response re 176-178 Main Street	e-mail		12-Aug-14		<b>16</b>