

To all Members of the Parish Council

SUMMONS

25 June 2015

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at 7.30 pm on Thursday 2 July 2015 at the Council Offices, Mortomley Lane, High Green.

Public Participation

To receive questions and petitions from members of the public under the direction of the chairman and in accordance with the Council's Standing Orders. (Members of the public should please note that the Council reserves the right to respond in writing if any matter requires further research or consideration and that reports should be submitted in writing beforehand so they can be dealt with under correspondence).

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 Council meeting held 4 June 2015 (Pgs: 1-3 & 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 held on the 4 June 2015 (Pgs: 5-6 & Appends A and B), and b) discuss any matters arising from the minutes for information only
6. To a) approve the Minutes of the Planning Committee held on the 18 June 2015 (Pg 10 and Appends A & B) and b) discuss any matters arising from the minutes for information only
7. To a) approve the Minutes of the Finance and Premises Committee held on the 18 June 2015 (Pgs: 13-14 & Appendix A), and b) discuss any matters arising from the minutes for information only
8. To receive a verbal report from the Environmental Planning Committee meeting held 2 July 2015

9. To receive an update from the Clerk & Financial Officer on the North Active Proposal
10. To confirm authorised signatories on the Council's General Bank Account
11. **CORRESPONDENCE** – Items requiring a decision or response
12. **ACCOUNTS** – To approve the accounts presented for payment
13. **LOCAL EVENTS**

Yours faithfully

David Morton

D J Morton
Clerk and Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING
HELD 4TH JUNE 2015

Present: Cllrs S Constance (Chairman), A Hooper, G Weatherall, Mrs D Fearnley, J Housley, E Hanson, Mrs Z Sykes, D Pepper, M Appleby, G Oxley, Mrs A Gethin, A Henstock, and J Brownrigg

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

Apologies for absence were received from Cllrs Mrs A Brownrigg and Mrs K Granger and the reasons for absence were approved by the Council.

Three members of the public were in attendance at the meeting and they were invited by the Chairman to speak about the problems they were encountering.

One resident was concerned about people parking their vehicles close to the junction of Angram Road and Jeffcock Road which is making it unsafe for people crossing the road at this point. The Chairman advised the resident to ring 101 and the Clerk was also requested to raise the issue with South Yorkshire Police to enquire whether any enforcement action can be taken.

One resident requested the support of the Parish Council in contacting South Yorkshire Passenger Transport Executive and also First Mainline and Stagecoach with regard to the poor service received by residents in High Green, with buses running late and also terminating at Chapeltown. The Clerk was requested to write to the bus companies.

16/26. To receive any amended declarations of interest from members

There were none received.

16/27. To receive any declarations of personal and/or disclosable pecuniary interests from members of the council on items to be discussed at this meeting

Cllrs G Weatherall, Mrs Z Sykes and S Constance declared an interest in agenda item 6 – North Active as they are all City Councillors.

16/28. To identify any items for discussion which may require the exclusion of the press and public

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

16/29. To a) approve the Minutes of the Annual Parish Council meeting held 14th May 2015, and b) discuss any matters arising from the minutes for information only

Minor amendments were requested – the addition of Cllr E Hanson as a member of the Finance and Premises Committee in addition to being a member of the Planning Committee.

Cllr Hooper enquired why the Parish Council representatives for the Archiving Project are not Parish Councillors but previous Parish Councillors. It was agreed that due to the financial implications of the project a current Councillor should be part of the group and it was agreed that Councillor S Constance be elected as a member of the group.

Resolved:-

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

16/30. To receive a verbal report from the Environmental Planning Committee meeting held 4th June 2015

Resolved:-

Cllr A Henstock reported on planning applications that had been discussed at the meeting immediately prior to this meeting.

16/31. To receive an update from the Clerk & Financial Officer on the North Active Proposal

The Clerk reported that he is to meet with the Chairman and Vice Chairman next week with a representative from Knight Frank and Shield Estates who are dealing with the sale of Chapelton Baths, in order to update them on the progress to date.

Cllr Weatherall informed Council that Paul Billington is happy to attend a future meeting of the Council to answer any questions Councillors may wish to raise about the North Active Project.

16/32. To receive an explanation of the Ecclesfield Civil Parish Archive Project from the Project Co-ordinator and approve for the six month period 1st October 2014 to 31st March 2015 (a) a progress report and (b) a budget monitoring report

Christine Handley the Project Co-ordinator gave a full explanation of the project to date. She is collating history from several local groups collected over many years for inclusion in the new website. Christine informed Council that she will be running training courses for volunteers. She has also visited sheltered housing groups and will be contacting other housing groups in the future to inform them of the project and perhaps collect further material for inclusion on the website.

A question and answer session followed and it was agreed that the item be included on every Finance agenda, as a formal progress report has to be sent to the Heritage Lottery Funding. The Clerk stated that the project has lifted the profile of the Parish Council.

Agenda item for Finance meetings

16/33. To consider correspondence received regarding HS2 Phase 2

Discussion took place regarding the correspondence received and it was agreed to invite the people from HS2 to come to speak to the Council and open the meeting up to members of the public.

Clerk to arrange meeting.

16/34. To consider correspondence received from YLCA regarding the revised rules for the recording of Council/Parish meetings and to agree to adopt the revised rules as per the template

Discussion took place regarding the above and it was agreed that the amended rules be placed on the members' area of the website in order that they can consider them further. It was agreed that it be placed on the agenda of both mid-month Committee meetings to be considered and then adopted by Council at the next available meeting. The Clerk explained the role of the YLCA organisation to new members of the Council.

16/35. Correspondence – Items requiring a decision or response

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

The Clerk informed new members that YLCA are doing a training session at Ecclesfield Parish Council on the 24 June and it was agreed that new members be invited to attend the meeting. There is a cost implication and the booking form would need to be returned to YLCA prior to the meeting in order that they will be aware of numbers attending.

16/36. Accounts – To approve the accounts presented for payment

Payable to	Amount	Payments details	Payment made under
Sheffield City Council	£504.00	NNDR Payment Council offices	LG Act 1972 s111
Sheffield City Council	£65.00	NNDR Payment Community Room	LG Act 1972 s111
AOL	£3.99	Premium Service	LG Act 1972 s111
AOL	£23.37	Talk Talk/AOL	LG Act 1972 s111
O2	£38.45	Mobile phone bill for Clerk	LG Act 1972 s111
Ricoh	£40.80	Photocopying charges 1/2/15 to 30/4/15	LG Act 1972 s111
Sheffield City Council	£3,500.00	Contribution to salary of High Green Development Worker	LG Act 1972 s111
M-Track UK Ltd	£300.00	Railway sleepers for Friends of Charlton Brook (part 2 of grant)	LG Act (Miscellaneous Provisions) Act 1976 s19
BOS Office Supplies Group Ltd	£136.51	Stationery items	LG Act 1972 s111
NPower	£263.31	Electricity supply Council offices	LG Act 1972 s111
NPower	£116.99	Electricity supply Community room	LG Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	June cleaning and maintenance of public toilets	Public Health Act 1936 s87
1 st Call Com Ltd	£116.65	Telephone bill 1-31 May 2015	LG Act 1972 s111
Design Unfolds	£62.40	2 nd Stand up banner for Ecclesfield Parish Council	LG Act 1972 s111
One Stop Managed Waste Solutions Ltd	£97.81	Waste collection 27/6/15 to 25/9/2015	LG Act 1972 s111
Cllr Ms S Constance	£800.00	Chairman's Allowance	LG Act 1972 s15(5)
NALC	£17.00	LCR Subscription Renewal	LG Act 1972 s111
Taylor Made Gardens and Landscaping Ltd	£55.71	Grass cutting 12.5.15 and 27.5.15	LG Act 1972 s111

16/37. Local Events

Cllr Ms Constance reported that she had attended several local events such as the Friends of Charlton Brook Give and Gain day in which 150 volunteers attended to transform the old children's play area into a fruit garden.

Sheffield Cathedral – For the Lord Mayor's Civic Service.

6 June – Chapelton Park Gala

She also reported that she will be attending the Grenoside Gala on the 20 June and looks forwarding to attending many more events over her term of office.

The Chairman's Charity this year will be the Bluebell Wood Children's Hospice and she hopes to hold a coffee morning at the Parish Council offices to raise funds for this Charity.

APPENDIX A

COUNCIL CORRESPONDENCE 4 JUNE 2015							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	Cttee
15-May-15	High Green in Bloom	Mortomley Park flowers	e-mail	04-Jun-15			1
19-May-15	Historic Towns Forum	May Newsletter	e-mail	04-Jun-15			2
27-May-15	Oonagh McClean SCC	North Officer Support Network Notes	e-mail	04-Jun-15			3
27-May-15	Zurich Insurance	Insurance renewal	letter	04-Jun-15			4
27-May-15	Sheffield Retail Quarter	Briefing Pack	letter	04-Jun-15			5
27-May-15	St Mark's Church	Grenoside News	booklet	04-Jun-15			6
27-May-15	Campaign to Protect Rural England	Peakland Guardian booklet	booklet	04-Jun-15			7
27-May-15	Post Office	Modernisation of Chapeltown Post Office	letter	04-Jun-15			8
19-May-15	Oonagh McClean SCC	North Health and Wellbeing LAP	e-mail	04-Jun-15			9
28-May-15	Rural Action Yorkshire	Newsletter	e-mail	04-Jun-15			10
28-May-15	YLCA	Revised Rules for the recording of Council/Parish meetings	e-mail	04-Jun-15			11
01-Jun-15	SYPTÉ	Travel Information Centres closing	e-mail	04-Jun-15			12
01-Jun-15	Friends of the Peak District	May newsletter	e-mail	04-Jun-15			13
01-Jun-15	Cllr Hooper	Grenoside Reading Room events	e-mail	04-Jun-15			14
01-Jun-15	Thornccliffe Business	Thornccliffe News	leaflet	04-Jun-15			15
01-Jun-15	East Peak Innovation Partnership	AGM 9 July 2015	e-mail	04-Jun-15			16
03-Jun-15	Christine Handley Archive Co-ordinator	Archiving Progress Report	e-mail	04-Jun-15			17
03-Jun-15	St Mary's Church	Church Magazine June 2015	booklet	04-Jun-15			18
04-Jun-15	South Yorks Fire & Rescue	Member Briefing note	e-mail	04-Jun-15			19

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 4th JUNE 2015

Present were Councillors A Henstock (Chairman), E Hanson, A Hooper, Mrs Z Sykes G Weatherall, Mrs D Fearnley, Mrs A Gethin, S Constance and J Brownrigg

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

One member of the public was present at the meeting.

No apologies for absence were received – all members of the Committee were present at the meeting.

16/1. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

There were none received.

16/2. To identify items for discussion which may require the exclusion of the press and public

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

16/3. Planning Proposals - to consider applications received

Seven planning applications had been received for consideration as per the attached appendix. No objections had been received by the Committee to any of the plans to be considered but there were two comments on the City Council website with regard to the following plans:-

15/01314/FUL – Rear of 3 White Lane, Chapeltown – a resident of a neighbouring property had requested that prior to construction of the new property screening be established, in keeping with the woodland location, in order to ensure privacy to their property from the proposed south facing windows and south facing upper balcony.

The Committee could see no further grounds for objection to the proposed development but asked that the Clerk write to the Head of Planning at Sheffield City Council asking that the comments with regard to screening, from the resident at the neighbouring property, be taken into account when making a decision about this application.

Clerk to write to HOP at SCC

15/01567/FUL – 78 Mill Road, Sheffield – a comment from the Ecclesfield Conservation and Local History Group was on the City Council website asking that should planning permission be granted then prior to demolition of the property, in order that the new build can commence, a proper photographic record is made of one of the few remaining pre-fab buildings in the City/Country.

The Committee considered the application and whilst they have no objection to the proposed development they requested that the Clerk write to the Head of Planning at Sheffield City Council asking that the comments are taken into account due to the historical value of the property.

Clerk to write to HOP at SCC

15/01487/ADV – Service Station, Burncross Road – Members considered the proposed re-signage of the petrol filling station. Residents of neighbouring properties had not been consulted by the City Council about the changes and the Parish Council had therefore not sent out any consultation letters. The Committee requested that the Clerk write to the Head of Planning at Sheffield City Council asking if the residents could be consulted prior to a decision being made as they live directly opposite the garage forecourt.

Clerk to write to HOP at SCC

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

Clerk to write to HOP at SCC

16/4. Licence Applications

No licence applications had been received for consideration.

16/5. To consider delegating responses to routine planning applications, where no objections have been received, to the Clerk & Financial Officer in consultation with the Chairman and Vice Chairman of the Planning Committee

Cllr Hooper stated that it is important that a Committee consider every plan received rather than the plans being delegated to the Clerk, as the planning meetings are open to members of the public who may wish to attend the meeting to voice their concerns or explain the reasons for the planning application.

It was agreed that this item be withdrawn and placed on a future Planning Committee agenda in due course.

16/6. Correspondence – to consider items requiring a reply or a response

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

APPENDIX A

PLANNING LIST 4 JUNE 2015						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
15/01370 20-May-15	FUL	F KHALIL KHAN Rec 29.4.15	14 CRESWICK LANE, GRENOSIDE SINGLE STOREY REAR EXTN & EREC OF ATTACHED GARAGE	N/CONSULTED	NO OBJECTION	04-Jun-15
15/01463 29-May-15	FUL	M YOUNG Rec. 8.5.15	ST MARY'S CATHOLIC PRIMARY SCHOOL, PACK HORSE LANE, SHEFFIELD, S35 3HY ERECTION OF FRONT GLAZED ENTRANCE LOBBY AND ENTRANCE RAMP/STEPS	N/CONSULTED	NO OBJECTION	04-Jun-15
15/01314 29-May-15	FUL	M YOUNG Rec 8.5.15	REAR OF 3 WHITE LANE, CHAPELTOWN ERECTION OF DWELLINGHOUSE	N/CONSULTED ONE COMMENT ON SCC WEBSITE	NO OBJECTION BUT REQUEST RESIDENTS COMMENTS BE TAKEN INTO ACCOUNT	04-Jun-15
15/01494 29-May-15	FUL	E RIDGE Rec 8.5.15	30 FARNABY DRIVE, HIGH GREEN SINGLE STOREY EXTENSION TO FRONT	N/CONSULTED	NO OBJECTION	04-Jun-15
15/01567 04-Jun-15	FUL	E RIDGE Rec 14.5.15	78 MILL ROAD, ECCLESFIELD DEMOLITION OF EXISTING BUNGALOW & ERECTION OF DWELLINGHOUSE	N/CONSULTED ONE COMMENT ON SCC WEBSITE	NO OBJECTION BUT ASK THAT COMMENTS BE TAKEN INTO ACCOUNT RE HISTORICAL VALUE OF BUILDING	04-Jun-15
15/01487 04-Jun-15	FUL	F KHALIL KHAN Rec. 15.5.15	SERVICE STATION, BURNCROSS ROAD, SHEFFIELD S35 1RZ RE-SIGNAGE OF PETROL FILLING STATION	N/CONSULTED	NO OBJECTION BUT ASK THAT NEIGHBOURS BE CONSULTED	04-Jun-15

APPENDIX A

<p>15/01719 09-Jun-15</p>	<p>HPN</p>	<p>F KHALIL KHAN Rec. 19.5.15</p>	<p>84 MONTENEY ROAD, SHEFFIELD S5 9DT SINGLE STOREY REAR EXTENSION - THE EXTENSION IS 4.5 METRES FROM THE REAR OF THE ORIGINAL DWELLINGHOUSE, RIDGE HEIGHT NO MORE THAN 2.9 METRES AND HEIGHT TO THE EAVES OF 3.9 METRES</p>	<p>N/CONSULTED</p>	<p>NO OBJECTION</p>	<p>04-Jun-15</p>
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APPENDIX B

PLANNING CORRESPONDENCE 4 JUNE 2015							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	Cttee
07-May-15	Wentworth Residents Association	Community Speedwatch	e-mail		04-Jun-15		1
15-May-15	Vince Varnam SCC	Roadworks in Ecclesfield	e-mail		04-Jun-15		2
18-May-15	Sam Beaton Public Rights of Way	Major maintenance schemes consultation	e-mail		04-Jun-15		3
19-May-15	Shield Estates	Chapelton Baths Burncross Road	brochure		04-Jun-15		4
28-May-15	Vince Varnam SCC	Mortomley Lane, High Green	e-mail		04-Jun-15		5
01-Jun-15	Vince Varnam SCC	Ecclesfield B road resurfacing	e-mail		04-Jun-15		6
01-Jun-15	Vince Varnam SCC	Pavement Resurfacing Mill Road, Ecclesfield	e-mail		04-Jun-15		7
04-Jun-15	Vince Varnam SCC	Members update 2015	e-mail		04-Jun-15		8
04-Jun-15	Vince Varnam SCC	Ecclesfield Road resurfacing	e-mail		04-Jun-15		9

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 18th JUNE 2015

Present were Councillors: A Henstock (Chairman), A Hooper, Mrs Z Sykes
G Weatherall, Mrs D Fearnley, Mrs A Gethin, and J Brownrigg

In attendance: Mrs G Kress, Admin. Officer

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

16/7. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

There were none received.

16/8. To identify items for discussion which may require the exclusion of the press and public

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

16/9. Planning Proposals - to consider applications received

Two planning applications had been received for consideration as per the attached appendix. No objections or comments had been received for either of these applications and there were no comments on the City Council website regarding the applications. The Committee considered the plans and could see no grounds for objection to either of them and requested that a letter be sent to the Head of Planning at Sheffield City Council to this effect.

Letter to HOP at SCC

16/10. Licence Applications

No licence applications had been received for consideration.

16/11. Correspondence – to consider items requiring a reply or a response

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

Items 1,2,3 and 4 – Height of hedges – A resident had written to the Parish Council asking for assistance in dealing with the height of the hedge in a neighbouring garden. An e-mail had been sent to the City Council asking for advice and a response had been sent back with a sample letter on how to deal with this type of dispute. The Committee requested that the sample letter be forwarded to all Councillors in order that they can pass this on to any residents who are experiencing this type of problem. They also requested that a copy be placed on the Parish website for information.

E-mail to be sent to Full Council

Item 10 – Great British High Street Competition 2015 – YLCA had forwarded a letter from the Minister for High Streets regarding the “Great British High Street Competition”. Members considered this and requested that a copy be sent to all the In Bloom Groups and other groups to enquire if they are interested in entering the competition. The deadline for applications is 17 July 2015.

APPENDIX A

PLANNING LIST – 18 JUNE 2015						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
15/02021 30-Jun-15	FUL	F KHALIL KHAN Rec. 10.6.15	FIRST FLOOR, 1 AND 1A WORTLEY ROAD, HIGH GREEN, SHEFFIELD S35 4LQ USE OF FIRST FLOOR OF BUILDING AS STAFF FACILITIES FOR EXISTING ADJOINING DENTAL SURGERY	N/CONSULTED	NO OBJECTION	18-Jun-15
15/02040 01-Jul-15	FUL	S TUCKER Rec 10.6.15	187 THE WHEEL, ECCLESFIELD FIRST FLOOR SIDE EXTN OVER EXISTING GARAGE & SINGLE/TWO STOREY REAR EXTN	N/CONSULTED	NO OBJECTION	18-Jun-15

APPENDIX B

PLANNING CORRESPONDENCE 18 JUNE 2015							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	Cttee
10-Jun-15	Resident	Request for assistance re height of trees	e-mail		18-Jun-15		1
11-Jun-15	Steven Wright SCC	Re Response re High Hedges Ecclesfield Road	e-mail		18-Jun-15		2
12-Jun-15	Resident	Copy letter sent to neighbours re height of trees	e-mail		18-Jun-15		3
12-Jun-15	Steven Wright SCC	Response re Overgrown trees	e-mail		18-Jun-15		4
11-Jun-15	Vince Varnam SCC	High Street Pavement Resurfacing	e-mail		18-Jun-15		5
11-Jun-15	Licensing Department SCC	Formal consultation on Licensing Act and Gambling Act	e-mail		18-Jun-15		6
12-Jun-15	Vince Varnam SCC	Ecclesfield Road Resurfacing works	e-mail		18-Jun-15		7
15-Jun-15	Streets Ahead SCC	Response re litter in centre of Chapeltown	e-mail		18-Jun-15		8
16-Jun-15	SYPTTE	Response re bus service in High Green	e-mail		18-Jun-15		9
17-Jun-15	YLCA	Great British High Street Competition 2015	e-mail		18-Jun-15		10
17-Jun-15	SCC	Thornccliffe Planning application approved	e-mail		18-Jun-15		11
18-Jun-15	Streets Ahead SCC	Street cleaning schedules	e-mail		18-Jun-15		12

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD 18th JUNE 2015

Present were Councillors G Weatherall (Chairman), K Granger, G Oxley, Ms S Constance, J Housley, D Pepper, M Appleby, Mrs A Brownrigg, Mrs Z Sykes as substitute for E Hanson

In attendance: Mrs G Kress, Admin. Officer

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

Three members of the public were present at the meeting to hand in a request for a notice board to be placed at Angram Bank Pavilion. The Chairman thanked them for their request and informed them that this would require further discussion at a future meeting of the Finance Committee as there are cost implications with their request. The Chairman asked that the request be placed as an agenda item for the next available Finance meeting and that quotes be sought, to ascertain the likely cost of installation should the Parish Council wish to proceed with this.

16/1. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

There were none received.

16/2. To identify any items for discussion that may require the exclusion of the Press and Public

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

16/3. To confirm, for the periods ending 30th April 2015 and 31st May 2015 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) budget and management accounts (e) examination of Financial Transactions

RECOMMENDED: That all the schedules listed for the period ending 30th April and 31st May 2015, as now presented by the Admin. Officer be confirmed. Members noted the cost of repairs to Chapeltown toilets following the recent vandalism and acknowledged that the Clerk had sought a quote for CCTV cameras to be installed on the toilets to try to avoid further incidents of this nature. The Committee requested that this item be placed on the agenda in July for the Finance Committee to consider further.

Agenda item July Finance

16/4. Applications for Financial Assistance

16/4(1). Chapeltown Silver Prize Band

Two members of the group attended to inform the Committee of their need for financial assistance. The group have been in existence since 1870, they hold regular concerts in Newton Hall for the enjoyment of all and they stated that they are privileged to lead the Remembrance Day Parade in Chapeltown.

The activity for which they wish to raise sufficient funds to cover is the finals of the National Brass Band Championships representing Yorkshire, Chapeltown and Sheffield on the 19 September in Cheltenham. The total cost of the activity is

£5233.95. Since their original application for financial assistance was submitted they have been informed that they are required to purchase additional wind instruments. They are in the process of seeking quotations for these instruments the cost of which will be in the region of £917.00. The Chairman asked that if they are successful in their application whether the contribution by the Parish Council could be acknowledged in one of their programmes.

It was therefore:-

RECOMMENDED £920.00 be allocated to this application so that the Parish Council can purchase the instruments for the amount stated.

16/5. To appoint the members of the Staffing Sub-Committee which will be held on an ad hoc basis

Discussion took place regarding the process for nominating the members of the Staffing Sub-Committee for the benefit of the new members of the Committee who were unaware of the process. It was then:-

RECOMMENDED: That the Chairman and Vice Chairman of the Council and Chair and Vice Chair of the Planning and Finance Committees be appointed as members of the Staffing Sub-Committee.

16/6. Correspondence

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

Item 2 – M&G Investments – Income distribution cheque – the Administration Officer informed new members of the Council that they are all Trustees of the Grenoside Exhibition Account and that there are two meetings per year prior to Full Council in April and October, when the Clerk reports how much money is available for either distribution or reinvestment.

APPENDIX A

FINANCE CORRESPONDENCE 18 JUNE 2015							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
19-May-15	Chapelton Silver Prize Band	Application for financial assistance	application			18-Jun-15	1
03-Jun-15	M&G Investments	Income distribution cheque	letter			18-Jun-15	2
11-Jun-15	Zurich Insurance	New Policy Schedule and invoice for renewal	letter			18-Jun-15	3