

To all Members of the Parish Council

SUMMONS

29 October 2015

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at 7.30 pm on Thursday 5 November 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 24 September 2015 (Pgs: 1-4 & Appendix A), and b) discuss any matters arising from the minutes for information only
5. To a) approve the Minutes of the Council meeting held 1 October 2015 (Pgs: 5-8 & Appendix A), and b) discuss any matters arising from the minutes for information only
6. To a) approve the Minutes of the Environmental Planning Committee held on the 1 October 2015 (Pgs: 10-11 & Appends A & B), and b) discuss any matters arising from the minutes for information only
7. To a) approve the Minutes of the Planning Committee held on the 15 October 2015 (Pgs: 14-17 & Appends A & B) and b) discuss any matters arising from the minutes for information only

COUNCIL AGENDA 5 NOVEMBER 2015

8. To a) approve the Minutes of the Finance and Premises Committee held on the 15 October 2015 (Pgs: 20-22 & Appendix A), and b) discuss any matters arising from the minutes for information only
9. To receive a verbal report from the Environmental Planning Committee meeting held 5 November 2015
10. To receive a report from Mr A Bainbridge Chair of the Archiving Project Steering Group from the last Steering Group meeting.
11. To consider the provision of 150 Christmas meals for the elderly
12. **CORRESPONDENCE** – Items requiring a decision or response
13. **ACCOUNTS** – To approve the accounts presented for payment
14. **LOCAL EVENTS**

Yours faithfully

David Morton

D J Morton
Clerk and Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING
HELD 24 SEPTEMBER 2015

Present: Cllrs G Weatherall (Chairman), A Hooper, Mrs D Fearnley, J Housley, E Hanson, M Appleby, Mrs A Gethin, Mrs K Granger, J Brownrigg, G Oxley, and Mrs A Brownrigg

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

Apologies for absence were received from Cllrs A Henstock, D Pepper, Mrs Z Sykes and S Constance (arrived later due to a prior engagement) and the reasons for absence were approved by the Council.

Seven members of the public were also present at the meeting.

16/67. To receive any amended declarations of interest from members

Cllr Mrs A Gethin declared an interest as she is the Secretary of the Thorncliffe Conservation Group.

16/68. To receive any declarations of personal and/or disclosable pecuniary interests from members of the council on items to be discussed at this meeting

There were none received.

16/69. 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.

16/70. To receive a presentation from Mr D Enuson of Extra Motorway Services Ltd. in respect of their planning application at M1 Junction 35

Mr D Enuson who is the Extra Motorway Planning and Development Officer attended along with three colleagues Mr Krachai, Mr Matischen and Mr Tovey who all have a wealth of experience working on either the Thorncliffe Business Park or the Sheffield 35A Business Park. They informed Council about the benefits of the proposed motorway services within the Parish community.

Extra currently has a five year plan to invest approximately £300m in five or six new concept Motorway Service Areas (MSA), Sheffield being the first location – Leeds and Solihull are also being considered. The Government are driving the project to increase road safety on the motorways as many accidents are caused by people driving for too long a period of time without taking a comfort break.

The business rates which will be generated from the businesses at the MSA will be approximately £1m per year. Extra have developed a number of flagship motorway services such as Beaconsfield in Buckinghamshire and Cobham in Surrey, which are two of the most popular and successful MSAs in the UK.

Mr Enuson stated that the plans include investment in the surrounding woodlands which will bring forward 200 acres of Woodland that Extra currently has control rights over including Smithy Wood, Hesley Wood, Parkin Wood and Thorncliffe Wood to create the Chapeltown Community Woodlands which will be placed in a trust or a new entity with

the appropriate legal restrictions placed on it so that it cannot be developed and will be managed for a minimum period of 50 years by a separate management company. Extra also hopes to enter into discussions with other adjoining woodland owners such as Sheffield City Council and Ronseal so that management resources can be pooled across 600 acres of Woodland. Extra are also looking to improve access to the woods and will be focusing on improving the gateways to the woods in particular the access near to Paces Campus in High Green. Sheffield Landscape Trust and North Sheffield Conservation Group have been consulted about the proposed plans.

They are awaiting a decision being made by the City Council regarding the current planning application, which they anticipate will be in January 2016.

Councillors were invited to ask questions at this point:-

- **Cllr J Brownrigg** – is there any scope for a slip road north bound to alleviate pressure on the roundabout?
Due to various reasons such as weaving distances, a footbridge etc it unlikely for this to be a viable solution. The existing roundabout has had a road safety audit and it has been strongly recommended that there be traffic signals on the roundabout to make it safer.
- **Cllr A Gethin** – If the woodlands are being managed together under the new Management Company will local Interest and Volunteer Groups be still involved in managing the woodlands?
Extra's proposals also include involving Local Interest Groups. It can be done by for example use of Management Agreements, or through a Steering Group/Monitoring Group – local councillors will be included, local groups will be a key part of it.
- **Clerk – David Morton** – How will they ensure that local people are the decision makers?
This will be done through the Steering Group with representatives from Ecclesfield Parish Council and other local groups.
- **Cllr Alan Hooper** – Anxiety has been caused by lack of trust when a local company did not carry out all that they had promised.
Mr Enuson said that they wish to stress that Extra will not have the same approach, they are a long term neighbour and investor in the site. He said that Ecclesfield Parish Council can put pressure on Sheffield City Council to ensure that any planning conditions imposed are enforceable. Mr Enuson stated that they feel that they are making headway in building trust in the community and there will be investments embedded into community groups and organisations to ensure that the community infrastructure will benefit. Extra's 50 year commitment to secure and manage a minimum 200 acres of woodland for the use and enjoyment of the local community is hopefully a good indicator of its genuine intent.

Cllr S Constance joined the meeting at this point.

- **Cllr J Housley** – The motorway is being upgraded to a smart motorway and the volume of traffic will be increased – will the services create a hazard.
The proposed road layout plans have been approved by the Highways Agency taking this into account.
- **Cllr G Oxley** – Will traffic build up on Cowley Hill and the road into Chapeltown?

Designs and assessments have been carried out and it hasn't identified and potential traffic queues or potential delays. Sheffield City Council and I and the Highways Agency haven't raised concerns. As this is a technical query, he agreed to discuss this with their Highways Engineers and provide some further information with regard to the traffic management.

- **Cllr G Oxley** – What will happen to the cars parking at the junction of the motorway for people who car share?
Mr Enuson stated that there would be physical barriers placed to stop cars parking at this junction. Mr Enuson enquired whether it would be helpful to create a formal parking area near the services for these types of vehicles. He said that he would take this suggestion on board and perhaps look at providing 20 spaces to accommodate this request.
- **Cllr A Hooper** – He acknowledged that there may be a need in mileage terms but not sure about the need to take ancient woodland for development. He also enquired what type of retail outlets would be on site.
The planning application has been submitted based on a credible need case that accords with Government guidelines. Junction 35 and the south west quadrant (Smithy Wood) is the optimal location for serving the unmet public road safety need. Extra have designed the project to use the poorer quality part of the ancient woodland for the site. Current Government guidelines also stresses on quick and easy access to the services and so the MSA has to share a boundary with the motorway and directly adjoin the roundabout. They cannot use the Hesley Wood site which was abandoned by another company due to the close proximity to the residential area of Chapeltown and also no access directly from the roundabout because of where the Cricket Club is located.
- **Cllr A Gethin** – Some people say that it is a beautiful woodland, some say that 4x4's have churned up the land and she requested the Parish Council having a site visit.
It was agreed that this was a good idea and a visit should be arranged for the Councillors to view the type of woodland.
- **Clerk – David Morton** – Impact re noise – consulting with people who agreed with what they want to do. The Clerk asked what the impact on the community will be when the MSA is delivered. Extra can see an overall positive impact on what MSA will offer. Also, it sits on its own site and there is no impact on the residential areas. He feels that they have addressed the key issues such as noise, traffic and air pollution.
Chapeltown will not be affected by noise from the services. Extra have undertaken analysis of predicted emissions. The figures show that the MSA will have little impact and any impact will be only very close the slip roads around the roundabout.
- **Cllr G Oxley** – How many jobs will be created and will there be jobs for local people?
There will be approximately 300 full time equivalent jobs created, they are working with The Source Skills Academy near Meadowhall to put employment structures in place. They will be guaranteeing 10 apprenticeships some linked to Sheffield College's Horticultural Course, and a further 10 construction related apprenticeships. They will be two year apprenticeship periods. It was confirmed that local firms would be involved in the recruitment process.
- **Cllr G Oxley** – Have Rotherham Borough Council and Thorpe Hesley residents been consulted?

Yes they have attended the Community Workshop and the pre-consultation event. The services will be a flagship development for Sheffield in line with the type of services at Beaconsfield on the M40. The retail area will be food outlets and a hotel not retail such as clothing.

- **Cllr E Hanson** – Observation – the residents are being asked to take a lot on trust – and he questioned where Ecclesfield Parish Council are situated in the planning process.

The technical documents will be submitted to Sheffield City Council on the 7 October 2015 and there will be a six week consultation period.

- **Cllr J Housley** – Does Extra have nominated contractors and what provision will be made for apprentices?

They are keen to take on Yorkshire based contractors who will help guarantee the 2 year apprenticeships and would keep them local once they have finished their apprenticeships.

- **David Morton** – Trust is the main issue after people were let down by another company, Mr Enuson explained that trust is earned and he suggested Extra is extending an invitation to everyone to look at how we can work together to build trust.

Mr Enuson would be happy to visit the Parish Council again with the Chief Executive of Extra who was unable to attend tonight's meeting. The organisation is ready to engage with the local community and a good indicator is its decision to acquire the woodlands and put them into a trust which is a statement of intent to work with and do their best for the community.

The Chairman thanked Mr Enuson and his colleagues for attending the meeting and also the residents for attending and listening to the presentation.

16/71. To confirm the date of the next Council meeting

The date of the next Parish Council meeting is Thursday 1 October 2015 at 7.30pm.

MINUTES OF THE PARISH COUNCIL MEETING
HELD 1 OCTOBER 2015

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

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

Apologies for absence were received from Cllrs Z Sykes and D Pepper and the reasons for absence were approved by the Council.

Three members of the public were present at the meeting and were invited to speak at the start of the meeting – their questions being:-

- Resident 1 – came to enquire about the youth shelter that had been removed from the Thorncliffe Playing Field. He asked who owned the shelter and who had destroyed the shelter. Cllr Weatherall informed the resident that when Kier came on to the site they were going to remove the shelter and replace it but on removal the shelter buckled and was no longer safe to reinstall. Cllr Weatherall stated that he had taken up the matter with Paul Billington.
- Resident 2 – came to enquire whether the Parish Council could push Sheffield City Council for a crossing to be placed on Wortley Road as it is unsafe to cross, he stated that he is collecting names on a petition. Cllr Constance stated that the Parish Council would request Sheffield City Council to consider this. The Clerk requested a copy of the petition and he would then write to the City Council with this request.
- Resident 3 – came to enquire whether barriers could be placed outside Greengate Lane School, in order to prevent an accident with children running out into the road. He has been told that Sheffield City Council have no money to do this, however he also stated that an Inspector was supposed to be reviewing this in September this year. Cllr Constance stated that the Parish Council would write to the City Council with this request.

16/72. To receive any amended declarations of interest from members

There were none received.

16/73. To receive any declarations of personal and/or disclosable pecuniary interests from members of the council on items to be discussed at this meeting

There were none received.

16/74. To identify any items for discussion which may require the exclusion of the press and public

There were none identified.

16/75. To a) approve the Minutes of the Parish Council meeting held 3 September 2015, and b) discuss any matters arising from the minutes for information only

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

Cllr A Hooper enquired about what had happened about a response regarding the smells and smoke from the takeaway in Chapeltown which had been affecting the

steps to the station. He asked if the Parish Council could write to the Head of Environmental Services again requesting a written response to the resident's enquiry about smells and smoke from the takeaway as the resident had not yet received a reply as had previously been agreed by Environmental Services.

16/76. To a) approve the minutes of the Environmental Planning Committee meeting held on 3 September 2015 and b) discuss any matters arising from the minutes for information only

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

Cllr Housley enquired whether a response had been sent to the residents of Belmont Avenue informing them that they could place a commemorative plaque on the bench at Loundside/Belmont Avenue. A letter has not yet been sent and the matter is on the Finance agenda for the 15 October for consideration of a quote from Rockingham Trophies for a Parish Council plaque to be placed on the bench as well.

16/77. To a) approve the minutes of the Environmental Planning Committee meeting held on 17 September 2015 and b) discuss any matters arising from the minutes for information only

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

16/78. To a) approve the minutes of the Finance and Premises Committee meeting held on 17 September 2015 and b) discuss any matters arising from the minutes for information only

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

Members enquired about item 16/21(2) St Saviours Community Project – The Clerk informed members that this is moving forward and that he has put the matter on the agenda of the Finance meeting in October.

Several members also enquired about item 16/22 – new office and storage space. The Chairman had discussed this matter with the Clerk who had found a no cost solution to the matter and which would cause no disruption; namely re-designating his office as the members meeting room. The Clerk was requested to obtain one estimate for the work to be carried out.

16/79. To receive a verbal report from the additional Council meeting held on 24 September 2015

Resolved: That the verbal report be received.

The Clerk reported that Mr Enuson who is the Extra Motorway Planning and Development Officer along with three colleagues to inform members of the amended plans which will be submitted to Sheffield City Council for consideration on the 7 October. This should be in time for the mid-month planning meeting for consideration. Cllrs had requested a site visit and enquired when this would happen. Cllr Hooper enquired whether we would need to arrange a further public meeting to hear comments from the public. Cllrs Weatherall, Constance and the Clerk will arrange the

meeting should it be required. Minutes of this meeting will be available in the master minutes for October.

16/80. To receive a verbal report from the Environmental Planning Committee meeting held 1 October 2015

Resolved: That the verbal report be received, Cllr Henstock informed Council that Planning Officers from Sheffield City Council had attended the meeting to speak about the Community Infrastructure Levy and also the Local Plan.

16/81. To confirm that two members will sign an agreement with Sheffield City Council in respect of (a) dedicating land consisting of the former car park at the Parish Office for highway purposes (b) the removal of a tree from the former Parish Office car park and acknowledge an indemnity in that regard and (c) the re-alignment of the disabled access to the community room, if needed

Resolved:- That the Chairman and Vice Chairman will sign the agreement on behalf of the Parish Council once this is received from the Solicitors.

16/82. Correspondence – Items requiring a decision or response

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

Item 13 – Cost and Installation of a defibrillator – That this be placed as an item for discussion on both the Planning and Finance agendas. Cllr Hooper also requested that a register be obtained of all locations within our Parish where there is a defibrillator situated.

16/83. Accounts – To approve the accounts presented for payment

<u>Payable to</u>	<u>Amount</u>	<u>Payment Details</u>	<u>Payment made under</u>
Taylor Made Gardens & Landscaping Ltd	£55.71	Grass cutting 9.7.15 and 23.7.15	L.G. Act 1972 s111
Pollards Wholesale Ltd	£38.00	Coffee for meetings	L.G. Act 1972 s111
Rural Action Yorkshire	£35.00	Annual subscription	L.G. Act 1972 s111
The Print Design Factory Ltd	£88.00	1000 Past & Present Archiving Project leaflets	L.G. (Records) Act 1962 s4
Administration Officer	£103.35	Transfer to petty cash account	L.G. Act 1972 s111
Staff	£4,400.95	Net salaries September 2015	L.G. Act 1972 s111
HMRC	£926.72	Tax and NI Payments September 2015	L.G. Act 1972 s111
SYPA	£644.44	Pension contributions September 2015	L.G. Act 1972 s111
Sheffield City Council	£504.00	NNDR Payment Council offices September 2015	L.G. Act 1972 s111
Sheffield City Council	£65.00	NNDR Payment Community Room September 2015	L.G. Act 1972 s111
AOL	£3.99	Premium Service	L.G. Act 1972 s111
AOL	£23.37	Talk Talk	L.G. Act 1972 s111
O2	£67.09	Mobile phone bill for Clerk	L.G. Act 1972 s111
One Stop Promotions	£79.80	New material Union Flag	L.G. Act 1972 s111
St John Ambulance	£173.38	Provision of medical cover (grant to Ecclesfield Gala)	L.G. (Miscellaneous Provisions) Act 1976 s.19

COUNCIL MINUTES 1 OCTOBER 2015

Dr C Goodlad	£525.00	Submission of final educational resources (Archive)	L.G. (Records) Act 1962 s4
RU Safe	£156.00	Pat testing on 102 items	L.G. Act 1972 s111

16/84. Local Events

Cllr Constance reported that she had attended The Scouts AGM at Hesley Woods and the Chapeltown Village Show which had been very well organised by the Chapeltown Forum. She had enjoyed both events very much.

APPENDIX A

COUNCIL CORRESPONDENCE 1 OCTOBER 2015							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	No.
07-Sep-15	NALC	DIS Extra 867	e-mail	01-Oct-15			1
08-Sep-15	Historic Towns Forum	September Newsletter	e-mail	01-Oct-15			2
09-Sep-15	South Yorks Fire & Rescue	Member briefing September 2015	e-mail	01-Oct-15			3
09-Sep-15	Lisa Casey South Yorks Police	Agenda and minutes for NAG meeting 10 Sept 15	e-mail	01-Oct-15			4
10-Sep-15	Rural Action Yorkshire	Agenda and minutes for AGM	letter	01-Oct-15			5
10-Sep-15	NALC	LCR magazine	magazine	01-Oct-15			6
11-Sep-15	Environmental Officer	Response re smells and smoke at takeaway	e-mail	01-Oct-15			7
11-Sep-15	High Green Development Trust	Thank you for grant	letter	01-Oct-15			8
14-Sep-15	Rural Action Yorkshire	Subscription reminder	letter	01-Oct-15			9
14-Sep-15	YLCA	Training and Development Calendar	e-mail	01-Oct-15			10
14-Sep-15	YLCA	White Rose Update	e-mail	01-Oct-15			11
17-Sep-15	Cllr Hanson	Minutes of Hg Health Network mtg 15.9.15	email	01-Oct-15			12
18-Sep-15	YLCA	Info re Defibrillator	email	01-Oct-15			13
21-Sep-15	NALC	DIS Extra 868	email	01-Oct-15			14
22-Sep-15	YLCA	South Yorkshire Branch meeting	e-mail	01-Oct-15			15
22-Sep-15	EPIP	Minutes of North Sheffield Innovation Group	e-mail	01-Oct-15			16
23-Sep-15	St Marks Church	Grenoside News	booklet	01-Oct-15			17
24-Sep-15	Cllr Housley	Thank you to Chair for attendance at Chapeltown Show	e-mail	01-Oct-15			18
24-Sep-15	YLCA	Article from Dr Billings Police and Crime Commissioner	e-mail	01-Oct-15			19
25-Sep-15	HS2 Public Affairs Team	HS2 Autumn Update 2015	e-mail	01-Oct-15			20
28-Sep-15	SYPT	Have your say Public Consultation	e-mail	01-Oct-15			21
28-Sep-15	YLCA	World War 1 Commemoration Project Centenary Fields	e-mail	01-Oct-15			22
30-Sep-15	Pam Colton SCC	Recruitment of young people to participate in the National Citizenship Service	e-mail	01-Oct-15			23
30-Sep-15	Cllr Weatherall	Highways changes and Traffic Regulation Order – Mortomley Lane and Pack Horse Lane	e-mail	01-Oct-15			24
30-Sep-15	Lisa Casey South Yorks Police	North NAG agenda and minutes	e-mail	01-Oct-15			25

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 1 OCTOBER 2015

Present were Councillors: A Henstock (Chairman), A Hooper, E Hanson, G Weatherall, Mrs D Fearnley, Mrs A Gethin, S Constance, M Appleby as substitute for Cllr Sykes and J Brownrigg

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

Apologies for absence were received from Cllr Mrs Z Sykes and the reason for absence was approved by the committee.

There were three members of the public present at the meeting who came to speak about planning application 15/03254 – Harrington’s Sandwich Bar.

16/37. 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.

16/38. 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.

16/39. Planning Proposals - to consider applications received

Four planning applications had been received for consideration and members of the public who were present regarding planning application 15/03254 – Harrington’s Sandwich Bar were invited to speak to the Committee. Six letters of objection had been received by the Committee and there were additional comments on the City Council website all opposing the planning application. The grounds for objection being:-

- Unsuitable in a residential area
- There are already twenty fast food establishments within close proximity to the proposed development (Chapelton)
- Possible anti-social behaviour late in the evening as youths already congregate at the garage as the closing hours of the proposed development are stated as midnight.
- Cooking odours produced by the takeaway
- Noise from extra traffic
- Litter

RECOMMENDED: That the Parish Council object to the application along the lines raised by members of the public. A recorded vote was requested on this matter with the following outcome:-

For the proposition:- Cllrs D Fearnley, A Gethin, A Hooper, M Appleby, E Hanson, J Brownrigg, A Henstock

Against the proposition:- Cllr G Weatherall

Therefore the Clerk was requested to write to the Head of Planning at Sheffield City Council in support of the residents objections.

Clerk to write to HOP at SCC

16/40. Licence Applications

Travellers Inn, Ecclesfield – Minor variation change of layout

Members noted that this was for information only.

16/41. To receive a presentation from Richard Holmes of Sheffield City Council Planning Department on (a) the Community Infrastructure Levy Scheme and (b) improvements to the planning application consultation process

Richard Holmes who is a Principal Planning Officer from Sheffield City Council, Paul Gordon who is an Area Planner with Sheffield City Council and James Long, Business System Manager at Sheffield City Council attended. They had been invited to the meeting to inform members of the Community Infrastructure Levy and also the Local Plan.

Mr Holmes gave a comprehensive report regarding the Community Infrastructure Levy (CIL) which is a new way of seeking contributions from developers towards essential infrastructure that is required to support new development. This is a national scheme that the Government has introduced as a better way for new development to contribute towards new infrastructure.

He stated that Parish Councils will receive a neighbourhood portion of 15% of the receipts within the parish area. This would be 25% if a neighbourhood plan is in place within the parish area. This has to be paid over to the parish by the City Council twice a year in October and April. The money has to be spent within five years or it may have to be given back to the City Council. The Parish Council have to report on CIL income and spending every financial year and publish it on the Parish Council website and the City Council website. This was followed by a question and answer session by the Councillors.

James Long informed the meeting of a new procedure for submitting consultee comments on planning applications on the City Council website and gave out handouts on how to use the new system. The Clerk thanked them for attending the meeting and reporting to members.

16/42. 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 1 OCTOBER 2015						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
15/03254 02-Oct-15	FUL	NOT ALLOCATED Rec.11.9.15	HARRINGTON'S SANDWICH BAR, 235A BURNCROSS ROAD USE OF BUILDING AS HOT FOOD TAKEAWAY (USE CLASS A5)	N/CONSULTED 6 OBJS RECEIVED + SCC WEBSITE	SUPPORT RESIDENTS' OBJECTIONS VARIOUS REASONS	01-Oct-15
15/03358 07-Oct-15	FUL	T SULLIVAN Rec 17.9.15	B BRAUN, UNIT 8, BROOKDALE ROAD, CHAPELTOWN EREC. OF EDUCATION AND INNOVATION CENTRE (CLASS B1 BUSINESS) & D1 (NON-RESIDENTIAL USE) WITH ASSOC. CAR PARKING ACCOMM, SERVICING ARRANGEMENTS, LANDSCAPING WKS	N/CONSULTED	NO OBJECTION	01-Oct-15
15/03277 09-Oct-15	FUL	NOT ALLOCATED Rec 18.9.15	44 FROSTINGS CLOSE, GRENSIDE SINGLE STOREY SIDE/REAR EXTENSION	N/CONSULTED	NO OBJECTION	01-Oct-15
15/03456	FUL	NOT ALLOCATED Rec. 24.9.15	9 ST MICHAEL'S ROAD, SHEFFIELD S35 9YL TWO/SINGLE STOREY REAR EXTENSION AND PORCH TO FRONT OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	01-Oct-15

APPENDIX B

PLANNING CORRESPONDENCE 1 OCTOBER 2015							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	Cttee
21-Sep-15	Residents	Obj to 15/03254/FUL at Harringtons Sandwich Bar	email		01-Oct-15		1
23-Sep-15	Resident 3	Obj to planning application Harringtons Sandwich Bar	letter		01-Oct-15		2
23-Sep-15	Residents 2	Obj to planning application Harringtons Sandwich Bar	letter		01-Oct-15		3
23-Sep-15	Residents	Obj to planning application Harringtons Sandwich Bar	letter		01-Oct-15		4
25-Sep-15	Resident (237)	Obj to 15/03254/FUL at Harringtons Sandwich Shop	letter		01-Oct-15		5
28-Sep-15	Resident (226)	Objection re Harrington's Sandwich shop	letter		01-Oct-15		6
17-Sep-15	Resident	Complaint re Ecclesfield Park	email		01-Oct-15		7
22-Sep-15	Licensing Department	Travellers Inn Ecclesfield	e-mail		01-Oct-15		8
25-Sep-15	Vince Varnam	Resurfacing works Lound Side and Burncross Rd	e-mail		01-Oct-15		9
25-Sep-15	Cllr Hooper	Stone pavement edging Grenoside	e-mail		01-Oct-15		10
30-Sep-15	Vince Varnam	Response re stone pavement edging Grenoside	e-mail		01-Oct-15		11
30-Sep-15	Streets Ahead SCC	Response re graffiti in Chapeltown	e-mail		01-Oct-15		12
01-Oct-15	Parks and Public Realm	Response re graffiti in Chapeltown	e-mail		01-Oct-15		13
01-Oct-15	Vince Varnam Streets Ahead	North LAP members update September 2015	e-mail		01-Oct-15		14

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 15 OCTOBER 2015

Present were Councillors: A Henstock (Chairman), E Hanson, G Weatherall, Mrs D Fearnley, M Appleby as substitute for Mrs A Gethin, S Constance, Mrs Z Sykes, J Housley as substitute for A Hooper, J Brownrigg

In attendance: D Morton, Clerk

Apologies for absence were received from Cllrs Gethin & Hooper and the reasons for absence were approved by the committee.

16/43. 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.

16/44. To identify items for discussion which may require the exclusion of the press and public

There were no items identified.

16/45. Planning Proposals - to consider applications received

There were two applications received and in view of other pressures it was agreed that the Clerk & Financial Officer in consultation with the Chair and Vice Chair of the committee would peruse the applications received and make appropriate comments to the planning authority.

16/46. To receive presentations from the Cowley Residents Action Group, the Penistone Friends of the Earth and the Sheffield & Rotherham Wildlife Trust, all in respect of the proposed development of a Motorway Service Area at M1, Junction 35

Presentations on this proposal were received from Sheffield & Rotherham Wildlife Trust, Sheffield Penistone Friends of the Earth and Cowley Residents Action Group. Two of the groups left hand-outs and it was agreed that copies of the presentations and hand-outs would be emailed to members of the committee.

At the conclusion of the presentations the 3 groups responded to questions and comments from members of the committee.

Brief notes of the presentations are appended to these minutes for information.

In conclusion the Clerk & Financial Officer briefly explained the planning process and that the application should be considered by the Planning Committee on the 5th November 2015.

16/47. Licence Applications

There were no licence applications for consideration.

16/48. To consider adopting an up to date complaints procedure

This item was withdrawn in view of other time pressures.

16/49. 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.

Presentations regarding proposed motorway services at Jnct 35.

1. Sheffield & Rotherham Wildlife Trust (S&RWT) – Liz Ballard
 - Smithy Wood is a local wildlife site and is on the national Ancient Woodland Inventory (recently re-confirmed). Current (previous) proposal shows over half of site will be under the development.
 - The S&RWT owns and manages Greno Woods which is also in the Parish. Smithy Wood and Greno Woods have a similar history and still have similar wildlife e.g bluebells, yellow archangel and oak trees; these are irreplaceable habitats. It is included in the Living Don wildlife corridor of linked sites.
 - National Planning Policy Framework says that permission should be refused for development on irreplaceable habitats. The national framework sets out a mitigation hierarchy – avoid, mitigate, compensate. Sheffield's Local Plan Policy G3 also refers to this.
 - In summary, there are a number of planning policies which should protect designated Ancient Woodlands from development – using the 'avoid' principle in the mitigation hierarchy. There are other nearby sites which could be used.

2. Sheffield & Penistone Friends of Earth – Derek Roberts
 - Planning principle is, the need and benefits of the development on the site has to outweigh the losses and that permission should be refused unless this is the case.
 - No overriding need in terms of distance between current motorway services or travel time in between. These are currently within the guidelines. Statistics used from Highways Agency database proves this. Objections from Moto and Welcome Break (adjacent service stations) give same arguments using Highways Agency data.
 - Current stretch of motorway where proposed development already has a 4* safety rating so no need on safety grounds.
 - Planning flow chart produced for Local Authority guidance shows that if there is no need the development should be refused.

3. Cowley Residents Action Group – Paul Brackenbury
 - Smithy Wood is important piece of rural heritage which current owners have neglected for 20+ years and result is what we can see today.
 - Issues of new developments potentially within the Green Belt whereas spatial strategy is for new development where possible to be on brownfield / infill & windfall sites.
 - Independent air quality monitoring started in 2013 with tree felling on Recycoal site. NO₂ levels within acceptable range at that point by 2014 already going above on some occasions – felling more trees and new development will increase these levels. High NO₂ can cause health problems e.g C.O.P.D. 4-lane motorway and Highways Agency recommendation that speed limit is 60mph between 7am & 7pm will lead to further increases.
 - Proposed route for HS2 will also have big impact on woodland in addition to motorway services scheme.

- Analysis shows many journeys on stretch of motorway are local or across the network so likely demand for services at Jnct. 35 may be limited. There are other points on the local network eg. M18/A1 where the gaps between services and level of traffic is higher.

APPENDIX A

PLANNING LIST – 15 OCTOBER 2015

PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
15/03532 19-Oct-15	FUL	NOT ALLOCATED Rec 29.9.15	29 DERWENT DRIVE, CHAPELTOWN TWO STOREY SIDE/REAR EXTENSION	N/CONSULTED	NO OBJECTIONS	15-Oct-15
15/03546 22-Oct-15	FUL	NOT ALLOCATED Rec 1.10.15	32 STANLEY ROAD, BURNCROSS TWO STOREY SIDE & SINGLE STOREY SIDE/REAR EXTNS	N/CONSULTED	NO OBJECTIONS	15-Oct-15

APPENDIX B

Planning correspondence 15 Oct 15							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	
02-Oct-15	Richard Holmes SCC	Presentation re Community Infrastructure Levy	e-mail		15-Oct-15		1
06-Oct-15	Paul Stevens YAS	Cost and installation of a defibrillator	e-mail		15-Oct-15	15-Oct-15	2
06-Oct-15	Environmental Protection Officer	Re Response re smells and smoke from takeaway	e-mail		15-Oct-15		3
08-Oct-15	Rural Action Yorkshire	Newsletter October 2015	e-mail		15-Oct-15		4
08-Oct-15	YLCA	October and November training sessions	e-mail		15-Oct-15	15-Oct-15	5
08-Oct-15	Mr Enuson - Extra	Proposed MSA at Junction 35	e-mail		15-Oct-15		6
09-Oct-15	SCC Regeneration and Development Services	North Active Leisure Highway facilities	e-mail		15-Oct-15		7
09-Oct-15	Friends of Chapeltown Park	Free events in Chapeltown Park	e-mail		15-Oct-15		8
12-Oct-15	Cllr Hooper	Grenoside Reading Room Talk 22 Oct 15	email		15-Oct-15		9
12-Oct-15	SYLTE	Joining up Sheffield's bus network	email		15-Oct-15		10
14-Oct-15	Resident (36)	Obj to 15/03546/FUL at 32 Stanley Road	letter		15-Oct-15		11

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD 15th OCTOBER 2015

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

In attendance: D Morton, Clerk

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

16/27. 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.

16/28. To identify any items for discussion that may require the exclusion of the Press and Public

There were no items identified.

16/29. To confirm, for the period ending 30th September 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 September 2015 as now presented by the Clerk be confirmed.

16/30. Applications for Financial Assistance

16/30(1). Ecclesfield Park Bowling Club

Members of the Bowling Club attended the meeting and gave details of their need for financial assistance towards removal of overhanging vegetation and re-landscape the borders at the bowling greens. The committee were of the view that no grant should be given on this occasion as the application was for ongoing revenue costs. The Clerk was requested that the Bowling Club be contacted regarding other possibilities for funding which involve one off expenditure.

It was therefore:-

RECOMMENDED that no grant be given on this occasion.

16/30(2). High Green Scout Group

Two members of the Scout group attended the meeting and gave details of their need for financial assistance towards providing CCTV and security equipment at the scout headquarters.

It was therefore:-

RECOMMENDED (a) that a grant of £500 be given towards the costs of this equipment and (b) that the Clerk & Financial Officer has further discussions with the group with a view to reducing the overall cost of the project.

16/31. To consider the provision of Christmas tree grants in the Parish

Following discussions on this matter it was:-

RECOMMENDED that a grant of £150 be given to each community group that applied, towards the costs of trees in the Parish. It was further requested that the Clerk & Financial Officer write to each group requesting that any purchase of trees should be bare rooted and planted so they could be used in future years.

16/32. To consider the provision of Christmas grants to schools in the Parish

RECOMMENDED that a grant of £200 be given to the nine schools that applied for a grant towards their Christmas activities.

16/33. To receive an update on the Archive Project

The Project Co-ordinator gave an update on the project to date, a budget and financial statement and an over view of future activities and spend.

RECOMMENDED that the report from the Project Co-ordinator be received.

16/34. To consider the request from Places for People to use Council premises for pre-sale gym membership at the new MoveMore @ Thorncliffe project

The Clerk & Financial Officer referred to a letter received from Places for People requesting the use of the Parish office reception area for approx. 3 months commencing January 2016 in order to market the new facility at North Active. The Clerk explained that any direct costs associated with this arrangement would be paid by Places for People.

RECOMMENDED that Places for People be allowed to use the premises along the lines outlined above.

16/35. To consider appointing Mr C Prescott to prepare and submit a funding bid in respect of the proposed War Memorial/Community Project for High Green

RECOMMENDED that Mr C Prescott be appointed to prepare and submit a funding bid in respect of the proposed War Memorial at High Green.

16/36. To consider a quotation from Rockingham Trophies for a plaque for a bench on Lound Side/Belmont Avenue

RECOMMENDED that a plaque at the cost of £15 be purchased and that details be agreed between the Clerk & Financial Officer and Cllr Weatherall.

16/37. To consider a budget for year ended 31st March 2017

The Clerk & Financial Officer commented that he was starting to prepare a budget for year ended 2017 which he would present at the next meeting of this committee.

16/38. To consider convening the Staffing Sub-Committee to discuss forthcoming retirements

RECOMMENDED that the Staffing Sub Committee meet early in the New Year to consider staff retirements.

16/39. To receive a copy of the mid-year Internal Auditor's report and agree any actions arising therefrom

The Chairman noted with pleasure a recent report from the council's internal auditor which was complimentary of the council's records and financial procedures.

RECOMMENDED that the thanks of the committee to the staff of the parish council be placed on record.

16/40. Correspondence

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

Members commented on the correspondence regarding defibrillators and asked the Clerk to clarify the costs for an internally based unit.

APPENDIX A

FINANCE CORRESP 15/10/15

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref/Cncl	Ref/Plan	Ref/Fin	
21-Jul-15	High Green in Bloom	Application for financial assistance	application			15-Oct-15	Agenda
25-Sep-15	Places for People	Request to use Council premises for pre-sale gym membership	letter			15-Oct-15	Agenda
28-Sep-15	Ecclesfield Park Bowling Club	Application for financial assistance	application			15-Oct-15	Agenda
30-Sep-15	Zurich Insurance	Increase in insurance premium tax	e-mail			15-Oct-15	1
02-Oct-15	Sheffield City Council	CIL and Planning obligations SPD representation	e-mail			15-Oct-15	2
06-Oct-15	Yorkshire Internal Audit Services	Report of internal audit carried out on 5 October 2015	e-mail			15-Oct-15	agenda
06-Oct-15	Paul Stevens YAS	Cost and installation of a defibrillator	e-mail		15-Oct-15	15-Oct-15	3
08-Oct-15	YLCA	October and November training sessions	e-mail		15-Oct-15	15-Oct-15	4
12-Oct-15	Scottish Widows Bank	FSCSA deposit changes	letter			15-Oct-15	5