

**To all Members of the Parish Council**

**SUMMONS**

29 September 2016

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at **7.30pm on Thursday 6 October 2016** 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)**

**Police Sergeant Lee Kayne from South Yorkshire Police will be attending the meeting to give a report to Council.**

**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 1 September 2016 (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 Environmental Planning Committee meeting held 1 September 2016 (Pgs: 7-8 & Appends A & B), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only

6. To a) approve the Minutes of the Environmental Planning Committee meeting held 15 September 2016 (Pg: 11-13 & 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 15 September 2016 (Pgs: 17-20 & Appendix A), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only
8. To receive a verbal report from the Environmental Planning Committee meeting held 6 October 2016
9. Police update on Community Issues
10. To receive a report from the Chair of the Archiving Project (Mr A Bainbridge)
11. To confirm Notice of Completion of Audit for the financial year ended 31 March 2016
12. To consider any matters arising from the audited accounts for the financial year ended 31 March 2016 and agree a course of action.
13. **CORRESPONDENCE** – Items requiring a decision or response
14. **ACCOUNTS** – To approve the accounts presented for payment
15. **LOCAL EVENTS**

Yours faithfully,

*David Morton*

David J Morton  
Clerk & Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING  
HELD 1 SEPTEMBER 2016

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

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

Apologies for absence were received from Mrs Z Sykes, D Pepper and A Henstock and the reasons for absence were approved by the Council.

There were three members of the public present at the meeting. The Chairman invited them to speak.

A member of the public complained that the Parish Council had done little or nothing to assist the work of the Angram Bank TARA. In response several Councillors refuted that statement and gave examples of where assistance had been given in the past.

17/59. To receive any amended declarations of interest from members

There were none received.

17/60. 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.

17/61. 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.

17/62. To a) approve the Minutes of the Parish Council meeting held 7 July 2016, and b) discuss any matters arising from the minutes for information only

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

17/63. To a) approve the minutes of the Environmental Planning Committee meeting held on 7 July 2016 and b) discuss any matters arising from the minutes for information only

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

17/64. To a) approve the minutes of the Environmental Planning Committee meeting held on 21 July 2016 and b) discuss any matters arising from the minutes for information only

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

17/65. To a) approve the minutes of the Finance and Premises Committee meeting held on 21 July 2016 and b) discuss any matters arising from the minutes for information only

That the minutes be approved as a correct record of the meeting. Cllr Weatherall reminded all members that the Clerk has always invited all Councillors to call in at the office to inspect and initial the accounts.

Cllr J Brownrigg requested that the Clerk review the recent application form from High Green Development Trust as it would appear that there are a few items that have not been completed correctly. The Clerk was requested to resolve these matters to his satisfaction and proceed to make the grant if he was satisfied with the information received from the Development Trust.

17/66. To a) approve the minutes of the Environmental Planning Committee meeting held on 11 August 2016 and b) discuss any matters arising from the minutes for information only

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

17/67. To receive a verbal report from the Chair of the Environmental Planning Committee Meeting held 1 September 2016

Cllr Hanson gave a report of the meeting at which five planning applications had been considered. The Committee had requested that the Clerk write to the Head of Planning with regard to the type and size of fence to be erected around Ecclesfield School 16/02971 as there had been three comments on the City Council website objecting to the obtrusive appearance of the fence.

Cllr Hanson also reported that two letters had been received from residents in the Parish with regard to speeding issues in a couple of areas within the Parish. These are to be forwarded to South Yorkshire Police and the individual City Councillors for each area to see if anything can be done to help with this matter.

Cllr Hanson also referred to a letter received from Mr J Howell regarding the Junction 35 Planning application and it was agreed that the matters raised would be placed on the agendas for the Planning Committee and the Finance Committee so that a recommendation could be made to the next Council meeting.

**E-mails to be sent**

17/68. To receive a report from the Chair of the Archiving Project

Mr A Bainbridge had given his apologies for the meeting but the Clerk reported that Christine Handley is holding an event on the 24 September 2016 to celebrate the work of the Archive Project. The Clerk said that he is meeting with Christine Handley next week to discuss how the project will go forward and will report back to both the Planning meeting and the Finance meeting.

17/69. To consider the requests from residents regarding the Thorncliffe Cricket Club

Two letters had been received over the last few months from residents of the parish who had experienced problems with cricket balls coming over the fence from the cricket ground causing damage to vehicles. The Council agree that it is also a health and safety issue as it is a very busy road and it needs dealing with before someone is injured. The Clerk was requested to contact Mary Lea Cabinet Member for Culture Parks and Leisure and request her to organise a meeting with all interested parties to try to effect a solution to the problem.

**Letter to Cabinet Member**

17/70. Correspondence – Items requiring a decision or response

Members noted correspondence received which is also on the secure area for them to view. The Clerk brought to their attention in particular two items:-

Item 4 – Response from South Yorkshire Police re attendance at Remembrance Day Services – Inspector Burgess has confirmed that the Police will be present at all the Remembrance Day Parades in the Parish to control the traffic.

Item 33 – Donation to Grenoside War Memorial – The Clerk stated that a donation has been received towards the funds for the Grenoside War Memorial in memory of a gentleman who had spent many hours tending the garden over 25 years prior to ill health preventing him carrying on. The donor had requested that the money should be used solely for the purpose of the memorial stone or plants or equipment for the garden. If this is not possible then she would like the donation to be returned to her.

17/71. Accounts – To approve the accounts presented for payment

<b>Payable to</b>	<b>Amount</b>	<b>Payment details</b>	<b>Payment made under</b>
Townsweb Archiving Ltd	£1,188.00	Provision of half day onsite training	L.G. Act 1972 s111
Yorkshire Water	£64.45	Water supply Council offices and Community Room	L.G. Act 1972 s111
Yorkshire Water	£36.78	Water supply for Chapeltown public conveniences	L.G. Act 1972 s111
Yorkshire Internal Audit Services	£50.00	Assisting with External Auditor queries	L.G. Act 1972 s111
Taylor Made Gardens & Landscaping Ltd	£72.00	Grass cutting 2.6.2016 and 21.6.2016	L.G. Act 1972 s111
Merlin Networks	£150.98	New printer for Admin Assistant (Archive Project)	L.G. Act 1972 s111
O2	£17.02	Mobile phone bill for Clerk (June)	L.G. Act 1972 s111
HMRC	£959.39	Tax and NI payments July 2016	L.G. Act 1972 s111
SYPA	£650.47	Pension contributions July 2016	L.G. Act 1972 s111
Staff	£4,403.43	Net salaries July 2016	L.G. Act 1972 s111
Administration Officer	£200.00	Transfer to petty cash account (Archive Project)	L.G. Act 1972 s111
Sheffield City Council	£508.00	NNDR Payment August 2016 Council offices	L.G. Act 1972 s111
Sheffield City Council	£65.00	NNDR Payment August 2016 Community room	L.G. Act 1972 s111
AOL	£23.37	Talk Talk/AOL	L.G. Act 1972 s111
AOL	£3.99	Premium Service	L.G. Act 1972 s111
Pollards Wholesale Ltd	£38.00	Filter coffee for meetings	L.G. Act 1972 s111
O2	£17.02	Mobile phone bill for Clerk (July)	L.G. Act 1972 s111
Chris Prescott	£395.00	Preparation of stage 1 High Green Memorial Project	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Cleaning and maintenance works July 2016	L.G. Act 1972 s111
Woskow Brown Solicitors	£26.00	Disbursements re sale of Chapeltown Baths	L.G. Act 1972 s111
BOS Office Supplies Group Ltd	£56.26	Stationery items	L.G. Act 1972 s111
1 <sup>st</sup> Call Com Ltd	£118.49	Telephone bill July 2016	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£170.86	Items purchased for Stomp Club (grant part 2)	L.G. (Miscellaneous Provisions) Act 1976 s19
Acres Plumbing	£95.00	Installation of chilled water dispenser	L.G. Act 1972 s111

COUNCIL MINUTES 1 SEPTEMBER 2016

Administration Officer	£149.89	Reimbursement of petty cash	L.G. Act 1972 s111
High Green Development Trust	£204.65	Room hire and lunch training session for Archive Project	L.G. Act 1972 s111
HMRC	£959.39	Tax and NI payments August 2016	L.G. Act 1972 s111
SYPA	£626.35	Pension contributions August 2016	L.G. Act 1972 s111
Staff	£4,414.15	Net salaries August 2016	L.G. Act 1972 s111
Sheffield City Council	£508.00	NDR payment Council offices September 2016	L.G. Act 1972 s111
Sheffield City Council	£65.00	NDR payment Community Room September 2016	L.G. Act 1972 s111
AOL	£23.37	Talk Talk/AOL	L.G. Act 1972 s111
AOL	£3.99	Premium Service	L.G. Act 1972 s111
Ricoh UK Ltd	£64.48	Photocopying charges 1 May to 31 July 2016	L.G. Act 1972 s111
Clerk	£54.90	Travel expenses April to June 2016	L.G. Act 1972 s111
Administration Officer	£20.70	Travel expenses January to August 2016	L.G. Act 1972 s111
Npower	£84.90	Electricity supply Chapeltown toilets	L.G. Act 1972 s111
British Gas	£57.33	Gas supply Community Room	L.G. Act 1972 s111
British Gas	£29.87	Gas supply Council offices	L.G. Act 1972 s111
Npower	£281.90	Electricity supply Council offices	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Cleaning and maintenance works August 2016	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£273.96	Archive display equipment	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£97.37	Stationery items Archive Project	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£4.14	Stationery items – general office	L.G. Act 1972 s111
BOS Office Supplies Group	£111.24	Stationery items – general office	L.G. Act 1972 s111
Banner Plant Limited	£256.80	Portable toilets for Ecclesfield Gala (part 1 of grant)	
Taylor Made Gardens & Landscaping Ltd	£108.00	Grass cutting 12.7.16, 5.8.16 and 23.8.16	L.G. Act 1972 s111

17/72. Local Events

The Chairman reported that she will be attending the Ecclesfield Gala on the 4 September in Ecclesfield Park.

## APPENDIX A

## COUNCIL CORRESPONDENCE 1 SEPTEMBER 2016

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
11-Jul-16	Action with Communities in Rural England	Voice of 10,000 halls to be heard again	e-mail	1 Sept 16			1
11-Jul-16	St Mary's Church	News and Views magazine	booklet	1 Sept 16			2
18-Jul-16	NALC	DIS Extra 888	e-mail	1 Sept 16			3
19-Jul-16	Inspector Burgess South Yorkshire Police	Response re Remembrance Day Parades	e-mail	1 Sept 16			4
25-Jul-16	Chapelgreen Advice Centre	Letter of thanks for financial assistance	letter	1 Sept 16			5
25-Jul-16	M&G Investments	Grenoside Exhibition Fund	letter	1 Sept 16			6
27-Jul-16	North Sheffield History Group	Thank you for grant and monitoring form	letter	1 Sept 16			7
27-Jul-16	St Mark's Church	Grenoside News	booklet	1 Sept 16			8
28-Jul-16	NALC	Dis Extra 889	e-mail	1 Sept 16			9
28-Jul-16	YLCA	Training events 2016	e-mail	1 Sept 16			10
28-Jul-16	YLCA	White Rose Update July 2016	e-mail	1 Sept 16			11
29-Jul-16	Friends of the Peak District	July newsletter	e-mail	1 Sept 16			12
29-Jul-16	Vince Varnam SCC	Amey in Grenoside - preservation of historic features	e-mail	1 Sept 16			13
29-Jul-16	Charity Commission	Newsletter Summer 2016	e-mail	1 Sept 16			14
29-Jul-16	South Yorkshire Police and Crime Commissioner	Road Safety Campaign	e-mail	1 Sept 16			15
01-Aug-16	St Mary's Church	August newsletter	booklet	1 Sept 16			16
02-Aug-16	YLCA	Annual Conference Scarborough 28-30 October	e-mail	1 Sept 16			17
02-Aug-16	YLCA	Training event - Developing your skills as a Councillors	e-mail	1 Sept 16			18
02-Aug-16	Megan Smith Grenoside Conservation Society	Problems with the roadworks	e-mail	1 Sept 16			19
02-Aug-16	Mark Ramsden Facility Maintenance Solutions	Chapelton toilets - water test result	e-mail	1 Sept 16			20
03-Aug-16	NEA - Action for Warm Homes	Preparing for winter: Course Outline	e-mail	1 Sept 16			21
04-Aug-16	Rural Action Yorkshire	Newsletter	e-mail	1 Sept 16			22
05-Aug-16	SYPTTE	Contact details	e-mail	1 Sept 16			23
12-Aug-16	CPRE	Countryside voice magazine	magazine	1 Sept 16			24
16-Aug-16	Cllr Housley	Chapelton Village Show 10 September 2016	e-mail	1 Sept 16			25
16-Aug-16	YLCA	Training events September	e-mail	1 Sept 16			26

## APPENDIX A

## COUNCIL CORRESPONDENCE 1 SEPTEMBER 2016

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
16-Aug-16	Cllr Hooper	Heritage days in Grenoside 9/10/11 Sept	e-mail	1 Sept 16			<b>27</b>
17-Aug-16	YLCA	Talk by CCLA on investment funds	e-mail	1 Sept 16			<b>28</b>
18-Aug-16	Wortley Top Forge	Summer open day 4 September 2016	e-mail	1 Sept 16			<b>29</b>
29-Aug-16	Friends of Chapeltown Park	Band concert in Chapeltown Park 2016	e-mail	1 Sept 16			<b>30</b>
31-Aug-16	Rural Action Yorkshire	Membership Renewal due	letter	1 Sept 16			<b>31</b>
31-Aug-16	YLCA	Training events in September	e-mail	1 Sept 16			<b>32</b>
31-Aug-16	Resident	Donation to Grenoside War Memorial Fund	letter	1 Sept 16			<b>33</b>



MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE  
MEETING HELD 1 SEPTEMBER 2016

Present were Councillors: E Hanson (Chairman), Mrs D Fearnley, Mrs A Gethin, M Appleby, A Hooper, and G Weatherall

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

There were two members of the public present at the meeting.

Apologies for absence were received from Mrs Z Sykes and Mrs K Granger and the reasons for absence were approved by the Committee.

17/31. 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.

17/32. 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.

17/33. Planning Proposals - to consider applications received

Five planning applications had been received for consideration as per Appendix A. The Committee had received no objections but there were three objections on the City Council website with regard to planning application 16/02971 – Ecclesfield School, Chapeltown Road, Sheffield S35 9WD. The members had no objections to the other four applications and the Clerk was requested to inform the Head of Planning at Sheffield City Council to this effect.

**Letter to HOP at SCC**

16/02971 – Ecclesfield School, Chapeltown Road, Sheffield S35 9WD - Members considered the comments with regard to the erection of a boundary fence at Ecclesfield School and viewed the photographs of the type of fencing being erected. Whilst the Committee have no objection in principle to a fence being erected, they do support the comments of the residents with regard to:-

- The style and colour of the fencing, as the fencing proposed is very obtrusive in appearance and the height of the fencing will overshadow neighbouring properties. Could screening planting be placed in front of the fence to camouflage the appearance of the fence.
- There are trees and hedges between the existing fence and the proposed fence and the Committee would like clarification about who and how these would be maintained.
- When the neighbour notification letter was sent to the Parish Council no neighbours had been consulted by the City Council and therefore the Parish Council had not sent any letters to neighbours. The Committee were concerned that residents had not been fully notified.

The Clerk was requested to write to the Head of Planning at Sheffield City Council to this effect.

**Letter to HOP at SCC**

17/35. Licence Applications

The Greyhound Public House, Ecclesfield – The Committee considered the additional information supplied regarding the above licence application and could see no grounds for objection to the application. The Clerk was requested to write to the Licensing Department to this effect.

Café/Bistro HQ, 3 Station Road, Chapeltown - The Committee considered the additional information supplied regarding the above licence application and could see no grounds for objection to the application. The Clerk was requested to write to the Licensing Department to this effect.

**Letter to be sent to the Licensing Department**

17/36. Correspondence – to consider items requiring a reply or a response

Item 1 – Speeding cars on Creswick Lane – A resident had written in to the Parish Council expressing concern about the speed at which vehicles are travelling at on Creswick Lane in Grenoside. Cllr Weatherall stated that 20 mile per hour signs are being placed around residential areas of the City this is being done in phases over the next year. The Committee considered the comments and requested that a copy of the e-mail be forwarded to Inspector Burgess at South Yorkshire Police and also the City Councillors for West Ecclesfield to ascertain whether anything further can be done. The Committee also suggested that a mobile speed camera be placed on Creswick Lane.

**Letter to South Yorkshire Police and City Councillors**

Item 2 – Traffic Speed on Cowley Lane – A resident had originally approached South Yorkshire Police about the installation of active speed warning signs on the A629 Cowley Lane. The response from the Police had been to contact a local Parish Councillor who would be able to look into installing these where necessary. The Planning Committee considered the request and asked that this letter also be forwarded to Inspector Burgess and the City Councillors for East Ecclesfield to ascertain whether anything can be done about this request.

**Letter to South Yorkshire Police and City Councillors**

The Clerk reported that a resident of the Parish had been unhappy with the response from the Clerk with regard to placing posters on the Parish Notice boards. Several letters have been received from the resident and several responses have been sent to him. The Clerk felt that the next course of action should be that it be placed on the agendas of the Planning and Finance Committees for discussion as to whether to allow individuals to place items on notice boards without seeking the permission of the Parish Council. The comments will then subsequently be decided upon by Full Council.

## APPENDIX A

## PLANNING LIST – 1 SEPTEMBER 2016

PLAN NO/ RESPOND BY	FUL/ OUT	DATE RECEIVED	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
16/02342 01-Sep-16	FUL	Rec 11.8.16 1	28 KING STREET, CHAPELTOWN, SHEFFIELD, S35 2YY ERECTION OF FRONT PORCH	N/CONSULTED	NO OBJECTION	01-Sep-16
16/03082 02-Sep-16	FUL	Rec 12.8.16 2	54 WHEEL LANE, GRENOSIDE, SHEFFIELD, S35 8RN ALTERATIONS AND EXTENSION TO DWELLING HOUSE INCLUDING A SINGLE-STOREY REAR/SIDE EXTENSION, RAISING THE RIDGE HEIGHT OF THE EXISTING TWO-STOREY EXTENSION AND ALTERATIONS TO FRONT PORCH	N/CONSULTED	NO OBJECTION	01-Sep-16
16/03007 05-Sep-16	APN	Rec 15.8.16 3	BARNES HALL FARM, BRACKEN HILL, SHEFFIELD, S35 1RD ERECTION OF AGRICULTURAL STORAGE BUILDING (APPLICATION FOR DETERMINATION IF APPROVAL REQUIRED FOR SITING AND APPEARANCE) (RESUBMISSION OF 16/02375/APN)	N/CONSULTED	NO OBJECTION	01-Sep-16
16/02971 06-Sep-16	FUL	Rec 16.8.16 4	ECCLESFIELD SCHOOL, CHAPELTOWN ROAD, SHEFFIELD, S35 9WD ERECTION OF 2.4M INTERNAL FENCE LINE INSIDE EXISTING BOUNDARY LINE	N/CONSULTED	COMMENTS TO SCC RE HEIGHT AND STYLE OF FENCE	01-Sep-16
16/03133 07-Sep-16	FUL	Rec 16.8.16 5	14 HILL TOP ROAD, GRENOSIDE, SHEFFIELD, S35 8PF ERECTION OF SINGLE-STOREY FRONT AND SIDE EXTENSIONS CONVERSION OF GARAGE TO FORM HABITABLE ACCOMODATION ALTERATIONS TO ROOF TO FORM GABLE END AND NEW FRONT PORCH	N/CONSULTED	NO OBJECTION	01-Sep-16

## APPENDIX B

PLANNING CORRESPONDENCE 1 SEPTEMBER 2016							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
15-Aug-16	Resident	Speeding cars on Creswick Lane	e-mail		1 Sept 16		1
27-Aug-16	Resident of Cowley Lane	Query re traffic speed on Cowley Lane	e-mail		1 Sept 16		2
31-Aug-16	Licensing Department	The Greyhound Public House	e-mail		1 Sept 16		3
31-Aug-16	Licensing Department	Café Bistro Station Road Chapelton	e-mail		1 Sept 16		4

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE  
MEETING HELD 15 SEPTEMBER 2016

Present were Councillors: E Hanson (Chairman), Mrs K Granger, Mrs D Fearnley, Mrs A Gethin, M Appleby, A Hooper, and G Weatherall

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

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

There were five members of the public present at the meeting who attended to voice their concerns regarding planning application 16/03222/FUL at the Market, Market Place, Chapeltown. They were invited to speak at the beginning of the meeting.

17/37. 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.

17/38. 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.

17/39. Planning Proposals - to consider applications received

Ten planning applications had been received for consideration as per the attached Appendix A. No objections had been received by the Committee for planning application 16/03222/FUL – Market Place, Chapeltown, however there were several objections on the City Council website. Members listened to the residents' concerns and considered the plans and support the residents and strongly object to the application on the following grounds:-

- The proposed access to the market is shown to be entering from Market Place next to the existing pedestrian crossing. This road is already a very busy road with traffic passing through Chapeltown but is also at times congested with delivery lorries to the nearby Asda. Also in close proximity is the large roundabout with four roads converging into it.
- The proposed exit onto Smith Street would also be hazardous as the residents on this road already experience problems parking their cars. Any emergency vehicles and service vehicles would experience difficulty gaining access up Smith Street as there is already traffic parked on both sides of the street and the road is only wide enough for one vehicle at a time to drive up.
- The plans show vehicles driving through the market stalls to get to the proposed car wash at the back of the market, this would be a danger to pedestrians and stallholders.
- The application states that the foul sewage is to be disposed of via the mains sewer but the water will be contaminated with detergent and oil from the washing process.
- Item 16 on the application the question is “does the proposal involve the need to dispose of trade effluents or waste” – they have answered no, but as stated above there will be detergent and oil from the washing process.

- The proposed car wash would create noise issues for the residents who live on Smith Street as this is in close proximity to their houses, as there would be an increase in traffic and also the noise from the machines to be used. The hours of opening are stated as being Monday to Friday 8.00am-6.00pm, Saturday 8.00am to 6.00pm and on Sunday 8.00am to 6.30pm.
- The Committee would also wish to enquire of the Planning Officer whether there is a Statutory Designation in relation to the preservation of the market place in Chapeltown.

The Committee are in support of the objections and would wish to request that the decision is made by the Planning Board rather than a delegated officer. They would also like a site visit to be carried out to ascertain the impact of the proposed development on local residents.

**Clerk to write to HOP at SCC**

The Committee could see no grounds for objection to the other nine planning applications which they considered 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**

#### 17/40. Licence Applications

No licence applications had been received for consideration.

#### 17/41. To receive an update from the Clerk regarding the Archive Project

The Clerk reported that on the 24 September 2016 there will be an end of project event to be held at the Chapeltown Scout building – a representative will be attending from the Heritage Lottery Project and also the Lord Mayor will be in attendance.

The Clerk also reported that he has been working with the Archive Co-ordinator to plan for the future of the project at a lower level.

#### 17/42. To consider the Council's policy regarding the use of Parish notice boards

The Clerk reported on the earlier requests from a resident to use the Parish Council notice boards to promote his view on the Junction 35 motorway services planning application. It had been decided at the last Council meeting that the use of Parish notice boards would be considered by both the Planning and Finance Committee and it was therefore:-

**RECOMMENDED** that Ecclesfield Parish Council notice boards are to inform members of the Parish on issues relating to the statutory business of the Parish Council and to allow community groups and organisations to advertise local events Parish notice boards are for strictly non-political use and anything not complying with this rule will be removed.

#### 17/43. Correspondence – to consider items requiring a reply or a response

Item 6 – Street signs for Chapeltown Park – Cllr Housley and also Friends of Chapeltown Park had written in to the Parish Council to see if a request can be sent to the City Council, for street signs to be placed on Station Road in Chapeltown directing cars and emergency vehicles to the vehicular access to the park. This was following a recent emergency in the park when an ambulance was trying to gain access to the park and could not find the entrance. Several requests have been made over the last few years by

Friends of Chapeltown Park for the signage to be installed. The Committee considered the request and it was agreed that the Clerk write to Cllr Mary Lea who is the Cabinet Member for Parks Department reiterating the request.

**Letter to be sent to Mary Lea at SCC**

## APPENDIX A

## PLANNING MEETING – 15 SEPTEMBER 2016

PLAN NO/ RESPOND BY	FUL/ OUT	DATE RECEIVED	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
16/03206 14-Sep-16	FUL	Rec. 31.8.16 1	74 VICARAGE ROAD, GRENOSIDE, SHEFFIELD S35 8RG FIRST FLOOR SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15-Sep-16
16/03222 16-Sep-16	FUL	Rec. 31.8.16 2	MARKET, MARKET PLACE, CHAPELTOWN, SHEFFIELD S35 2UU CHANGE OF USE OF PART OF EXISTING MARKET (ADJACENT WORKING MENS CLUB) TO CREATE AREA FOR HAND CAR WASHING BUSINESS, 2 NO. STORAGE CONTAINERS, SITE OFFICE, CANOPY FENCING, ENTRANCE GATES AND ASSOCIATED WORKS	N/CONSULTED 3 OBJS ON SCC WEBSITE	SUPPORT RESIDENTS OBJECTIONS	15-Sep-16
16/03210 20-Sep-16	ADV	Rec. 31.8.16 3	THE CO-OPERATIVE FOOD, 149 HIGH STREET, ECCLESFIELD, SHEFFIELD S35 9UA RESIGNAGE OF SUPERMARKET	N/CONSULTED	NO OBJECTION	15-Sep-16
16/03211 20-Sep-16	FUL	Rec. 31.8.16 4	119 PENISTONE ROAD, GRENOSIDE, SHEFFIELD S35 8LH TWO STOREY SIDE/REAR EXTENSION INCLUDING CAR-PORT TO SIDE AND BALCONY TO REAR OF DWELLINGHOUSE (RE-SUBMISSION OF 16/01801/FUL)	N/CONSULTED	NO OBJECTION	15-Sep-16
16/03250 20-Sep-16	FUL	Rec 31.8.16 5	34 CINDER HILL LANE, SHEFFIELD S35 8NG REPLACEMENT ROOFS TO TWO STOREY EXTENSION, SINGLE STOREY REAR KITCHEN AND FRONT PORCH OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15-Sep-16
16/03196 20-Sep-16	FUL	Rec. 31.8.16 6	122 BLACKBURN DRIVE, SHEFFIELD S35 2ZP TWO/SINGLE STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15-Sep-16



APPENDIX A

<b>16/03279</b> 21-Sep-16	<b>FUL</b>	<b>Rec. 31.8.16</b>  <b>7</b>	<b>B BRAUN, UNIT 8, BROOKDALE ROAD, SHEFFIELD, S35 2PW</b> APPLICATION TO ALLOW AN ADDITIONAL CAR PARKING LEVEL (APPLICATION UNDER SECTION 73 TO VARY CONDITION NO. 2 (APPROVED PLANS) AS IMPOSED BY PLANNING PERMISSION 15/03358/FUL	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	15-Sep-16
<b>16/03315</b> 23-Sep-16	<b>FUL</b>	<b>Rec. 6.9.16</b>  <b>8</b>	<b>6 MERBECK DRIVE, SHEFFIELD, S35 4DB</b> ERECTION OF ROOF OVER EXISTING STORE AT REAR OF DWELLINGHOUSE INCLUDING ERECTION OF RAISED PLATFORM AND RAIL	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	15-Sep-16
<b>16/03310</b> 23-Sep-16	<b>FUL</b>	<b>Rec. 6.9.16</b>  <b>9</b>	<b>63 BLACKSMITH LANE, SHEFFIELD, S35 8NB</b> REMOVAL OF EXISTING SINGLE-STOREY EXTENSION ERECTION OF SINGLE-STOREY REAR-SIDE EXTENSION TO DWELLINGHOUSE	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	15-Sep-16
<b>16/03361</b> 29-Sep-16	<b>FUL</b>	<b>Rec. 8.9.16</b>  <b>10</b>	<b>5 CHAMBERLAIN COURT, SHEFFIELD S35 2ZU</b> DEMOLITION OF EXISTING CONSERVATORY AND ERECTION OF A TWO-STOREY REAR/SIDE EXTENSION, SINGLE STOREY REAR EXTENSION AND FRONT PORCH TO DWELLINGHOUSE	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	15-Sep-16

## APPENDIX B

PLANNING CORRESPONDENCE – 15 SEPTEMBER 2016							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	N o
07-Sep-16	Rural Action Yorkshire	Community led housing in rural north and east Yorkshire	e-mail		15-Sep-16		1
07-Sep-16	Vince Varnam Streets Ahead	North LAP Members update July and August	e-mail		15-Sep-16		2
07-Sep-16	Friends of the Peak District	August newsletter	e-mail		15-Sep-16		3
08-Sep-16	Vince Varnam Amey	Road closure for repair at Thompson Hill	e-mail		15-Sep-16		4
08-Sep-16	SYPTÉ	Budget cuts force child concession fares up	e-mail		15-Sep-16		5
13-Sep-16	Cllr Housley + Doris Denton	Signs for Chapeltown park	e-mail		15-Sep-16		6
14-Sep-16	Carrie Cowan Historic England	Ecclesfield War Memorial - Invitation to comment	e-mail		15-Sep-16		7
14-Sep-16	Highways England	Trans Pennine Upgrade Programme Public Awareness events	e-mail		15-Sep-16		8
15-Sep-16	YLCA	South Yorkshire Branch meeting papers	e-mail		15-Sep-16		9

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING  
HELD ON THURSDAY 15 SEPTEMBER 2016

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

In attendance were D Morton, Clerk, Mrs G Kress, Admin Officer

Apologies for absence were received from D Pepper, A Henstock and Mrs Z Sykes and the reasons for absence were approved by the Committee.

17/32. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

Cllr Ms S Constance declared a personal interest in agenda item 5 Steps Community Nursery as a family member is a volunteer with the group. She left the room while this item was being discussed.

17/33. To identify any items for discussion that may require the exclusion of the Press and Public

RESOLVED: that the press and public be excluded when grant applications are considered.

17/34. To confirm, for the period ending 31 July 2016 and 31 August 2016 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) examination of financial transactions

**RECOMMENDED:** That all the schedules listed for the period ending 31 July and 31 August 2016 as now presented by the Clerk be confirmed. The Clerk reminded all members of the Finance Committee that they were welcome to inspect the accounts at any mutually convenient time.

17/35. Applications for Financial Assistance

• 17/35(1) Friends of Grenoside Green

Two members of the group attended the meeting to inform the Committee of their need for financial assistance. They reported that they have been looking after the Grenoside Green since 2007. They have a good relationship with Grenoside School and do work with the children at the school. The Grenoside Sword Dancers dance on the green and they have organised a scarecrow competition around the village. They wish to apply for funding towards the cost of Public Liability insurance, notice boards and plants.

Members considered their application and it was:-

**RECOMMENDED** that an amount of up to £400 be granted to help with the insurance costs, notice boards and plants, with the stipulation that the Clerk be given delegated authority to negotiate directly with the group. It was also suggested that the group should seek quotes from other insurance companies to see if the costs could be reduced.

• 17/35(2) Steps Community Nursery

One member who is a Trustee Board Director attended the meeting to inform the Committee of their need for financial assistance. She explained that they are a registered charity and are well thought of in the area and have a good Ofsted rating. The children are in the age range of 6 months to 4/5 years and are from areas around the Parish and

also outside of the Parish. She explained that their bank balance is high as they are holding reserves in order to build a new nursery. They have some paid qualified staff and a nursery manager as required by OFSTED but the Board consists of volunteers.

They wish to purchase three desktop computers for the children with age appropriate software.

Members considered the information provided and:-

RECOMMENDED that no grant be given on the grounds that the organisation holds a large amount of reserves and generally appears to be in sound financial position.

- 17/35(3) High Green in Bloom

Two members of the group attended to inform the Committee of their need for financial support. They have been working hard to improve the area around the village and have planted a living Christmas tree at the corner of Greengate Lane/ Mortomley Lane. They have had a quote from Sheffield City Council in the sum of £1,701.93 to install a permanent tamper proof electricity supply in order that lights can be put on the tree. They have already raised £500 towards this cost. Cllr Weatherall enquired whether they had looked into purchasing solar lighting or battery lights on the tree. They stated that they have been looking at all options of providing lights.

Members considered the information supplied and:-

RECOMMENDED that a grant of £500 be made towards the cost of installing a permanent power supply, or solar/battery powered lights; whichever was most cost effective.

17/36. To receive Grant Monitoring Forms

Grant monitoring forms had been received from:-

- North Sheffield History Group for the purchase of a computer and
- Chapelgreen Advice Centre towards the cost of audit of the 2015/2016 accounts.

17/37. To examine the assistance given by the Parish Council to the Angram Bank TARA

Following the comment made by a resident about the lack of support that Angram Bank TARA receive from the Parish Council, the Clerk presented information to the Committee about the various grants given to the TARA over the last few years.

The Clerk informed the Committee that he had met briefly with the Chair of Angram Bank Tara who had brought in a letter which he asked be kept confidential, it was agreed that the letter be forwarded to all Councillors, that they be asked to respond back to the Clerk and that all Councillors be invited to the next meeting of the Finance Committee in October to discuss the matter in private session.

17/38 To discuss the Clerk's travel claims

The Clerk confirmed that he was now claiming his travel expenses every three months as required. However, in view of the protracted negotiations surrounding the disposal of Chapeltown Baths he had not had the time to submit travel claims for approximately 2 years.

It was therefore:-

**RECOMMENDED** that the Clerk be authorised to submit a travel claim for previous periods on the understanding that future claims would be submitted no less frequently than every 3 months.

17/39. To receive a donation from the family of John Mappin towards the Grenoside War Memorial Fund

The Clerk informed the Committee that a sum of £372.50 had been received from the family of Mr John Mappin in his memory. They requested that this amount be used towards the Grenoside War Memorial stone being updated, with the proviso that if this project does not go ahead that the money be spent on plants or equipment for the memorial garden in Grenoside. Should this not be possible then they would wish to request that the money be returned to the family.

**RECOMMENDED** that a letter be sent to the family acknowledging their request that the money be used for the purposes stated above, or returned to the family in the event that this is not possible.

17/40. To receive an update from the Clerk re the Archive Project

The Clerk informed the Committee that the Archive Co-ordinator is holding an end of project event on Saturday 24 September at the Chapeltown Scout building. A representative will be attending from the Heritage Lottery Project and also the Lord Mayor will be in attendance.

He also reported that he has been working with the Archive Co-ordinator to plan for the future of the project. Cllr Housley requested that the thanks of the Parish Council be conveyed to both Christine Handley the Archive Co-ordinator and Mr A Bainbridge the Chair of the Archive Group for all the work carried out.

**Letters to be sent**

17/41. To consider the Council's policy regarding the use of Parish notice boards

The Clerk reported on the earlier requests from a resident to use the Parish Council notice boards to promote his view on the Junction 35 motorway services planning application. It had been decided at the last Council meeting that the use of Parish notice boards would be considered by both the Planning and Finance Committee and it was therefore:-

**RECOMMENDED** that Ecclesfield Parish Council notice boards are to inform members of the Parish on issues relating to the statutory business of the Parish Council and to allow community groups and organisations to advertise local events Parish notice boards are for strictly non-political use and anything not complying with this rule will be removed.

17/42. To consider the request for a lapel microphone system for the Committee room

Cllr Ms S Constance had requested that quotes be sought for a loop system for both the Committee Room and the Community Room in order that people with hearing problems are able to follow conversations in the room. She has spoken with Cllr Mrs Z Sykes who stated that there is a Disability Advisor at Sheffield City Council who may be able to assist.

**Quotes for Loop System to be obtained**

17/43. Correspondence

Item 2 and 3 – Christmas Grant application – two applications had been received so far from schools within the Parish. It was requested that these applications and any other school applications be placed on the Finance agenda in October for consideration. Last year, schools were sent a letter informing them that should they require a grant this year they would have to apply as the schools would not be notified this year as they have been in previous years.

**Agenda item in October**

Item 4 – HeartPlus – Information had been received from HeartPlus who provide portable defibrillators and it was agreed that this item be placed on the agenda for the next Finance Committee in October for further discussion.

**Agenda item in October**

Item 5 – Quotation from Facility Maintenance Solutions – a quotation has been received regarding the damage to the toilets in Chapeltown. It was agreed that the company be instructed to carry out the work immediately.

## APPENDIX A

## FINANCE CORRESPONDENCE – 15 SEPTEMBER 2016

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
11-Aug-16	Friends of Grenoside Green	Application for financial assistance	application			15-Sep-16	Agenda item
30-Aug-16	Steps Community Nursery	Application for financial assistance	application			15-Sep-16	Agenda item
01-Sep-16	High Green in Bloom	Application for financial assistance	Application			15-Sep-16	Agenda item
05-Aug-16	Black Rock	Charinco Investment Fund	e-mail			15-Sep-16	<b>1</b>
07-Sep-16	High Green Primary School	Application for Christmas grant	application			15-Sep-16	<b>2</b>
13-Sep-16	Angram Bank School	Application for Christmas grant	application			15-Sep-16	<b>3</b>
07-Sep-16	HeartPlus	Defibrillator proposal	e-mail			15-Sep-16	<b>4</b>
09-Sep-16	Facility Maintenance Solutions Ltd	Quotation for repair work to Chapeltown toilets	e-mail			15-Sep-16	<b>5</b>
14-Sep-16	Andy Callard Age UK Sheffield	People keeping well Framework	e-mail			15-Sep-16	<b>6</b>

