

To all Members of the Parish Council

SUMMONS

29 June 2016

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting to be held at **7.30pm on Thursday 7 July 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)

Richard Burgess, the Acting Chief Inspector 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 2 June 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 16 June 2016 (Pg: 6-7 & Appends A & B), b) approve any recommendations arising from the meeting and c) discuss any matters for information only
6. To a) approve the Minutes of the Finance & Premises Committee meeting held 16 June 2016 (Pgs: 12-13 & Appendix A), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only

7. To receive a verbal report from the Environmental Planning Committee meeting held 7 July 2016
8. Police update on Community issues
9. To consider a proposition from Councillor Graham Oxley in respect of HS2, a copy of which is attached to this agenda.
10. To consider a request from Shipshape Community Health to support a new project between High Green Development Trust and Shipshape Health and Wellbeing
11. To consider the timing of Council meetings
12. To receive a report from the Chair of the Archiving Project
13. To confirm that the Council's Administration Assistant is joined as a member of the South Yorkshire Pension Fund.
14. **CORRESPONDENCE** – Items requiring a decision or response
15. **ACCOUNTS** – To approve the accounts presented for payment
16. **LOCAL EVENTS**

Yours faithfully,

David Morton

David J Morton
Clerk & Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING
HELD 2 JUNE 2016

Present: Cllrs Mrs K Granger (Chairman), E Hanson, M Appleby, J Housley,
Mrs D Fearnley

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

Apologies for absence were received from G Oxley, Mrs A Gethin, J Brownrigg, Mrs A Brownrigg, Mrs Z Sykes, Ms S Constance, A Hooper and D Pepper and the reasons for absence were approved by the Council.

There were four members of the public present at the meeting and also Cllr A Bainbridge who is the Chair of the Archive Steering Group. The Chair invited members of the public to raise any questions.

The owner of Direct Kitchens at Ecclesfield had sent in a request for help from the Parish Council with regard to a bus terminus which has been placed immediately in front of their business premises. This is having a detrimental effect on their business as the buses block the view into the showroom for any passing trade and the buses are also blocking the entrance to their small car park. They have already contacted Stagecoach to ask them to move the position of the bus terminus. It was agreed that the Parish Council would contact the South Passenger Transport Executive to see if there was anything that could be done to assist with this request.

Clerk to write to South Yorkshire Passenger Transport Executive

Another resident who attended the meeting had been a member of High Green Action Team until recently, he asked the Parish Council to enquire about grant applications received from High Green Development Trust. The Clerk stated that his comments were noted.

17/31. To receive any amended declarations of interest from members

There were none received.

17/32. 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.

17/33. 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.

17/34. To a) approve the Minutes of the Annual Parish Council meeting held 12 May 2016, 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. A query was raised about the Chairman's allowance not being minuted and the Clerk informed Council that this item was minuted in the Annual Parish meeting minutes as this was the point where it had been reported on.

Cllr Mrs D Fearnley enquired whether there had been a response from the High Green Health Network regarding a third nomination. The Clerk reported that he had spoken to Margot Jackson and she was happy to have a third representative on the group. It was therefore:-

Proposed by Cllr E Hanson and seconded by Cllr M Appleby that Cllr Mrs D Fearnley be appointed as the third Parish Council representative on the High Green Health Network.

17/35. To a) approve the minutes of the Environmental Planning Committee meeting held on 12 May 2016 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 we had received a response back from the Thorncliffe Cricket Club – the Clerk responded that he is still dealing with this matter.

17/36. To a) approve the minutes of the Environmental Planning Committee meeting held on 19 May 2016 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.

17/37. To a) approve the minutes of the Finance and Premises Committee meeting held on 19th May 2016 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.

17/38. To receive a verbal report from the Chair of the Environmental Planning Committee

Resolved: That the verbal report be received – he explained to Council that the Sheffield City Council planning website had been having an upgrade to their system which meant that the system had been down for three weeks. This meant that the Parish Council was unable to download any planning applications until this week. A decision had therefore been taken last week to cancel the planning meeting in order that neighbours could be consulted on plans to be considered.

The backlog and any additional planning applications will be considered by the Planning Committee on the 16 June. Due to the high number of plans received he asked members to view the plans on the secure area and he stated that he and the Clerk would respond directly to the City Council Planning Officers with the more straight forward plans, taking into account any comments being made by residents of neighbouring properties.

One of the planning applications is for a McDonalds Restaurant on Green Lane in Ecclesfield on the site of the Police training building which will be demolished. Therefore sufficient time would be required to consider the various applications involved with this site.

17/39. To receive a report from the Chair of the Archiving Project

Sheffield City Councillor Andy Bainbridge who is the Chair of the steering group reported on the Archive Project to date.

- There was a successful submission of the report and grant claim to HLF; project extended by 3 months to allow for smooth transition after the end of the formal HLF project.

- Six volunteers (3 from Grenoside, 2 from High Green and 1 from Ecclesfield) successfully completed the Townsweb Archiving Website training course which was held at the Paces centre on 12th May. A further training course is being organised for 8th July – this is now full. Laura our new admin assistant is booked on this training course.
- A display of material from the project was set up in the Grenoside Reading Room on 24th May. It will be there until mid-July. Christine is giving a talk on 2nd June at the Reading Room to promote the project.
- Another Ecclesfield library reminiscence session was held on 25th May with 12 people attending; these are proving very interesting and popular with people bringing new information. Plans are underway for a new display in the library in late July and Christine has been talking to the volunteers there about ‘re-vamping’ their local history collection to make it easier for people to use.
- We’ve had a new volunteer join us and one of the university students who helped last year has been back in touch and would like to volunteer over the summer. Regular volunteer sessions are still taking place in the Council offices where we are scanning and processing material to upload onto the website.
- The Thorncliffe Archiving group has made a start on sifting through the pile of material from the Thorncliffe Archive to decide what will go onto the website.
- Chris Hansen, the history teacher from Ecclesfield School, has been in touch with Christine to see if we can help with a project with a group of students to involve them more in the archiving process. We’re hoping that this will ‘unlock’ historical material relating to the school.
- Christine will be attending the Party in the Park at High Green on 11th June and Grenoside Gala on 18th June promoting the project.
- Christine is also planning an event on 9th July which starts and finishes at Grenoside Reading Room. This is linked to the 65th anniversary of the Festival of Britain and will include a walk to the toposcope at Jawbone Hill (and back) for a group photo – all welcome. More details available shortly.

Cllr J Housley commended the work carried out by Christine.

17/40. Correspondence – Items requiring a decision or response

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

17/41. Accounts – To approve the accounts presented for payment

Payable to	Amount	Payment details	Payment made under
Firecrest UK Ltd	£90.00	Servicing of fire alarms in offices and community room	L.G. Act 1972 s111
Merlin Networks	£50.00	2 visits re internet connection and licence upgrade	L.G. Act 1972 s111

Microsoft	£449.28	4 Sharepoint licences annual renewal fee	L.G. Act 1972 s111
Cllr Mrs K Granger	£200.00	1 st quarter payment of Chairman's allowance	L.G. Act 1972 s111
Staff	£4454.56	Net salaries for May 2016	L.G. Act 1972 s111
HMRC	£1232.34	Tax and NI payments May 2016	L.G. Act 1972 s111
SYPA	£493.22	Pension contributions May 2016	L.G. Act 1972 s111
Administration Officer	£100.00	Reimbursement of petty cash (Archive Project)	L.G. Act 1972 s111
Sheffield City Council	£508.00	NNDR Payment Council offices	L.G. Act 1972 s111
Sheffield City Council	£65.00	NNDR payment 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
British Gas	£372.83	Gas supply Council offices	L.G. Act 1972 s111
British Gas	£230.67	Gas supply Community room	L.G. Act 1972 s111
Ricoh UK Ltd	£47.12	Photocopying charges 1 Feb-30 April	L.G. Act 1972 s111
Yorkshire Internal Audit Services	£300.00	End of year internal audit charges	L.G. Act 1972 s111
Npower	£166.56	Electricity supply Chapeltown toilets	L.G. Act 1972 s111
JRB Enterprise Ltd	£147.36	12,000 dog waste bags	L.G. Act 1972 s111
Firecrest UK Ltd	£90.00	Call out to faulty door closer	L.G. Act 1972 s111
One Stop Managed Waste Solutions	£145.55	Waste collection 25/6/16 to 24/9/2016	L.G. Act 1972 s111
BOS Office Supplies Group Ltd	£132.38	Stationery items Archive Project	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Cleaning and maintenance of Chapeltown toilets May 2016	L.G. Act 1972 s111
Npower	£335.90	Electricity supply Council offices	L.G. Act 1972 s111
1 st Call Com Ltd	£117.40	Telephone bill 1-31 May 2016	L.G. Act 1972 s111

17/42. Local Events

The Chairman reported that she had attended an event at Hesley Woods Scout Camp on the 28 May 2016 which had been very enjoyable. There were 2,600 cubs on site from Doncaster, Rotherham and Barnsley.

Cllr Hanson reported that all the Councillors had been invited to a walk around at the new Thorncliffe Leisure Centre on the 31 May 2016 prior to it opening the following day. He said it was a wonderful facility for the area and thanked all the Councillors and staff who had worked with Sheffield City Council from the beginning of the process for their part in making it happen.

APPENDIX A

COUNCIL CORRESPONDENCE 2 JUNE 2016							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
20-May-16	YLCA	Newer Clerks Training Event	e-mail	2 June 16			1
20-May-16	NALC	DIS extra Issue 884 - 20 May 2016	newsletter	2 June 16			2
23-May-16	Zurich	Zurich Municipal Councils Insurance	Letter	2 June 16			3
24-May-16	HSBC	Closure of four branches of HSBC	letter	2 June 16			4
25-May-16	St Mark's Church	Grenoside News	booklet	2 June 16			5
02-Jun-16	Resident	Re Bus terminus - Direct Kitchens, 184 Church Street	letter	2 June 16			6
02-Jun-16	Bradfield Parish Council	Fracking	e-mail	2 June 16			7
02-Jun-16	YLCA	Strategic Plan Delivery 2016-2017	e-mail	2 June 16			8
02-Jun-16	Age UK Sheffield	Newsletter No. 3	e-mail	2 June 16			9

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 16 JUNE 2016

Present were Councillors: E Hanson (Chairman), Mrs D Fearnley, Mrs Z Sykes, Mrs K Granger, Mrs A Gethin, M Appleby

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

Two members of the public were present at the meeting to speak about planning application 16/01781 – Land adjacent South Yorkshire Police Headquarters – McDonalds Restaurant.

Apologies were received from Cllr A Hooper and the reason for absence was approved by the Committee.

17/11. 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.

17/12. 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

17/13. Planning Proposals - to consider applications received

The residents in attendance were invited to speak about planning applications 16/01781, 16/01777, 16/01778, 16/01780 - for the McDonalds Restaurant. Their main objections being on the following grounds:-

- The junction at which it is to be situated is a very busy junction which regularly has traffic congestion and the entrance and exit for the proposed development will create another disruption to the traffic flow.
- The signage is for a 24 hour drive through restaurant which is inappropriate in a residential area. The illuminated signs will also create a light nuisance for neighbouring residents which are in very close proximity to the proposed development.
- The application has identified an outside seating area which could encourage youths to congregate which may create a noise nuisance for neighbouring residents.
- The application has not been widely notified to residents in the area with only a few immediate residents being notified and there have been no signs placed on the lamp-posts to inform residents.
- There is the potential for additional litter being left in the surrounding area as there are very few litter bins in the vicinity.

The Committee considered all the above and following further discussion, agreed to support the residents in their objection to the proposed development. The Committee requested that the Clerk write to the Head of Planning at Sheffield City Council to ask that a site visit is made to assess the impact of the proposed development on neighbouring properties and also the impact of additional traffic at the busy road junction. The Committee also requested that the decision is made by the Board rather than a delegated officer.

Clerk to write to HOP at SCC

16/01869 and 16/01868 – Unit 13B Provincial Park – 1 non illuminated banner sign and use of warehouse as an indoor Swegway Park

The Committee considered both applications and whilst they have no objection in principle to this application, they noted the comments on the City Council website from a neighbouring business who state that this is on an industrial site and not a retail site with heavy goods vehicles using the site at all times which could create health and safety issues for customers using the Swegway Park. They also felt that the parking spaces identified were insufficient for additional users at the premises.

The Clerk was requested to write to the Head of Planning at Sheffield City Council to state that whilst the Parish Council had no objection to the application, that the comments be taken into account in the decision making process.

Clerk to write to HOP at SCC

Sixteen other planning applications had been received by the Committee as per Appendix A. Members had the opportunity to review the plans prior to the meeting and since no objections or comments had been received or submitted on the City Council website the Clerk was requested to write to the Head of Planning to state that the Parish Council had no objections to any of the remaining planning applications.

Clerk to write to HOP at SCC

17/14. Licence Applications

99 Cross Hill, Ecclesfield – Micro Pub

Members considered the additional information that had been sent regarding the above licence application. The application is for supplying alcohol between the hours of 16.00 – 21.00 Monday to Thursday, 15.00 – 21.00 on Friday, 11.00 – 20.00 on Saturday and 12.00 – 18.00 on Sunday. The premises has a small car park at the front which it is set back from the road and it is proposed that this be allocated as a smoking area with two tables. There are restricted hours of opening and limited numbers, there will be no entertainment or music on the premises and no under 18's will be allowed. The Clerk was requested to inform the Licensing Department that they had no objection to the application.

Clerk to write to Licensing Department

17/15. Correspondence – to consider items requiring a reply or a response

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

Item 5 – Stagecoach Bus Terminus Church Street – members noted the response received from the South Yorkshire Passenger Transport Executive and also the response sent to Cllr Wilson. It was agreed to forward these responses to Cllr Mr A Bainbridge to see if there was anything else that can be done to help ease the situation.

APPENDIX A

PLANNING LIST 16 JUNE 2016						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
16/01639 07-Jun-16	FUL	NOT ALLOCATED Rec 18.5.16	1 DERWENT DRIVE, SHEFFIELD, S35 2QJ SINGLE-STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Jun-16
16/01801 07-Jun-16	FUL	NOT ALLOCATED Rec 18.5.16	119 PENISTONE ROAD, GRENOSE, SHEFFIELD S35 8LH TWO-STOREY SIDE AND REAR EXTENSIONS INCLUDING CAR-PORT TO SIDE AND JULIET BALCONY TO REAR OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Jun-16
16/01777 08-Jun-16	ADV	NOT ALLOCATED Rec 18.5.16	LAND ADJACENT SOUTH YORKSHIRE POLICE DIVISIONAL HEADQUARTERS, THE COMMON, SHEFFIELD, S35 9WL 1 ILLUMINATED GATEWAY SIGN, 6 ILLUMINATED TOTEM SIGNS, 1 ILLUMINATED PANEL SIGN, 2 ILLUMINATED FREESTANDING DIRECTIONAL SIGNS AND 1 POST MOUNTED DIRECTIONAL SIGN, 3 POST MOUNTED BANNER SIGNS AND 21 PARKING SIGNS - ALL NON-ILLUMINATED	N/CONSULTED OBJECTIONS ON SCC WEBSITE + OBJ RECEIVED	SUPPORT RESIDENTS OBJECTIONS ON VARIOUS GROUNDS	16-Jun-16
16/01778 2-Jun-16	ADV	NOT ALLOCATED Rec 2.6.16	LAND ADJACENT SOUTH YORKSHIRE POLICE DIVISIONAL HEADQUARTERS, THE COMMON, SHEFFIELD, S35 9WL ILLUMINATED FREESTANDING 12 METRE HIGH TOTEM SIGN	N/CONSULTED	SUPPORT RESIDENTS OBJECTIONS ON VARIOUS GROUNDS	16-Jun-16
16-01780 2-Jun-16	ADV	NOT ALLOCATED Rec 2.6.16	LAND ADJACENT SOUTH YORKSHIRE POLICE DIVISIONAL HEADQUARTERS, THE COMMON, SHEFFIELD, S35 9WL PROVISION OF ONE ILLUMINATED LOGO SIGN, THREE ILLUMINATED INDIVIDUAL LETTER SIGNS AND TWO ILLUMINATED FASCIA SIGNS	N/CONSULTED	SUPPORT RESIDENTS OBJECTIONS ON VARIOUS GROUNDS	16-Jun-16
16-01781 3-Jun-16	FUL	NOT ALLOCATED Rec 3.6.16	LAND ADJACENT SOUTH YORKSHIRE POLICE DIVISIONAL HEADQUARTERS, THE COMMON, SHEFFIELD, S35 9WL DEMOLITION OF TRAINING FACILITY AND SINGLE STOREY BUILDING	N/CONSULTED	SUPPORT RESIDENTS OBJECTIONS	16-Jun-16

APPENDIX A

			FOR USE AS A RESTAURANT WITH ASSOCIATED DRIVE-THRU, CAR PARKING AND LANDSCAPING AND ASSOCIATED WORKS AND INSTALLATION OF 2 CUSTOMER ORDER DISPLAYS WITH ASSOCIATED CANOPIES		ON VARIOUS GROUNDS	
16/01797 2-Jun-16	FUL	NOT ALLOCATED	84-86 THE COMMON, ECCLESFIELD SHEFFIELD S35 9WN WIDENING OF EXISTING VEHICULAR ACCESS	N/CONSULTED	NO OBJECTION	16-Jun-16
16/01959 15-Jun-16	FUL	NOT ALLOCATED Rec 26.5.16	329 THE COMMON, SHEFFIELD, S35 9WL TWO-STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Jun-16
16/01908 16-Jun-16	FUL	NOT ALLOCATED Rec 26.5.16	44 WOODBURN DRIVE, SHEFFIELD, S35 1YS TWO-STOREY SIDE EXTENSION AND SINGLE-STOREY EXTENSION INCLUDING ENTRANCE CANOPY TO FRONT OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Jun-16
16/02010 16-Jun-16	FUL	NOT ALLOCATED Rec 26.5.16	29 MARKBROOK DRIVE, SHEFFIELD, S35 4FP TWO-STOREY REAR EXTENSION AT LOWER GROUND FLOOR LEVEL AND RAISING OF ROOF HEIGHT TO REAR OF THE GARAGE	N/CONSULTED	NO OBJECTION	16-Jun-16
16/01966 16-Jun-2016	FUL	NOT ALLOCATED Rec. 27.5.16	16 FARNABY DRIVE, SHEFFIELD, S35 4NY TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Jun-16
16/01869 16-Jun-2016	ADV	NOT ALLOCATED Rec. 27.5.16	UNIT 13B PROVINCIAL PARK, NETHER LANE, SHEFFIELD S35 9ZX 1 NON ILLUMINATED BANNER SIGN	N/CONSULTED	NO OBJECTION BUT ASK THAT COMMENTS BE TAKEN INTO ACCOUNT	16-Jun-16
16/01868 16-Jun-16	CHU	NOT ALLOCATED Rec. 27.5.16	MARVELPRESS LTD, UNIT 13B PROVINCIAL PARK, NETHER LANE, SHEFFIELD S35 9ZX USE OF WAREHOUSE AS AN INDOOR SWEGWAY PARK	N/CONSULTED OBJECTION ON SCC	NO OBJECTION BUT ASK THAT COMMENTS BE TAKEN INTO	16-Jun-16

APPENDIX A

				WEBSITE	ACCOUNT	
16/02078 16-Jun-16	FUL	NOT ALLOCATED Rec 1.6.16	187 THE WHEEL, SHEFFIELD S35 9ZA TWO STOREY REAR EXTENSION TO DWELLINGHOUSE – RE-SUBMISSION OF 15/02040	N/CONSULTED	NO OBJECTION	16-Jun-16
16/02038 21-Jun-16	FUL	NOT ALLOCATED Rec. 1.6.16	15 MAIN STREET, GRENOSIDE, SHEFFIELD S35 8PN DEMOLITION OF EXISTING CONSERVATORY AND ERECTION OF A SINGLE STOREY REAR/SIDE EXTENSION (RE-SUBMISSION OF 15/04637/FUL)	N/CONSULTED	NO OBJECTION	16-Jun-16
16/1970 24-Jun-16	FUL	NOT ALLOCATED Rec 3.6.16	CHAPELTOWN ACADEMY WAREHOUSE, 6 HYDRA BUSINESS PARK, NETHER LANE, SHEFFIELD, S35 9ZX ONE INTERNALLY ILLUMINATED FASCIA SIGN AND TWO OTHER FASCIA SIGNS	N/CONSULTED	NO OBJECTION	16-Jun-16
16/02042 27-Jun-16	FUL	NOT ALLOCATED Rec 7.6.16	STAGECOACH DEPOT, GREEN LANE, SHEFFIELD, S35 9WY ERECTION OF A BUILDING TO FORM TOILET BLOCK	N/CONSULTED	NO OBJECTION	16-Jun-16
16/02139 29-Jun-16	FUL	NOT ALLOCATED Rec 9.6.16	1 GRAVEN CLOSE, SHEFFIELD, S35 8QT SINGLE-STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Jun-16

APPENDIX B

PLANNING CORRESPONDENCE 16 JUNE 2016							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
20-May-16	Cllr Steve Wilson	Response from Cllr Steve Wilson re Mill Road	e-mail		16 June 16		1
20-May-16	SYPTE	Bus Changes Summer (July-Sept) 2016	e-mail		16 June 16		2
23-May-16	SYPTE	Consultation for users of Community Transport	e-mail		16 June 16		3
02-Jun-16	Licensing Department	Micro pub - 99 Cross Hill, Ecclesfield	e-mail		16 June 16		4
06-Jun-16	SYPTE	Re Bus terminus	e-mail		16 June 16		5
07-Jun-16	Dennis Enuson	Meeting of Thorncliffe Conservation Group	e-mail		16 June 16		6
08-Jun-16	Pauline Harrod	Objection to planning proposal at Land Adjacent South Yorkshire Police Headquarters	e-mail		16 June 16		7
10-Jun-16	SYPTE	Barnsley's Bus Service Review	e-mail		16 June 16		8

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD ON THURSDAY 16 JUNE 2016

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

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

Apologies for absence were received from Cllr A Hooper and the reason for absence was approved by the Committee.

All Councillors had been invited to attend the meeting as Mrs Gillian Duckworth, Head of Legal Services at Sheffield City Council had been invited to give training on the Code of Conduct for Parish Councillors.

17/12. 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.

17/13. 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.

17.14. To receive Mrs G Duckworth Head of Legal Services Sheffield City Council who will offer training on Code of Conduct for Parish Councillors

Mrs Duckworth had been invited to speak at the start of the meeting and gave her presentation on the following items:-

- Tiers of Government
- Standards of Conduct
- The Code of Conduct
- Seven principles of public life
- General obligations
- Members Register of Interests
- When registration is required
- Whose interests need registering
- What is a DPI (Disclosable Pecuniary Interest)
- Personal Interests
- Duty to Disclose at meetings
- Participation in meetings
- Dispensations
- Offences
- Criminal offence
- Sensitive interests
- Dealing with complaints against members
- Complaints procedure
- Social media

- Code issues and things to consider

Jason Dietsch also attended the meeting to support Mrs Duckworth and gave a presentation on Social Media and its implications.

Following the power-point presentations Mrs Duckworth handed out to members various case studies regarding the Code of Conduct and Social Media and discussion was held around these with the relevant answers given at the end of the discussion.

The Chair thanked both Mrs Duckworth and Mr Dietsch for attending the meeting and giving their very informative presentations.

17/15. To confirm, for the period ending 31 May 2016 (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 31 May 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 time.

17/16. To appoint members of the Staffing Sub-Committee

It was agreed that as per the resolution below from the 18 February Staffing Sub-Committee that members remain the same.

“Members agreed that the members of the Staffing Sub-Committee be the current chairs of Council plus the Chairs and Vice Chairs of the Planning and Finance Committee. In addition to this Cllr J Housley of the Liberal Democratic Party also be appointed as a Committee member”. Thus for the year ended 31 March 2017 the members of the Staffing Sub-Committee are:-

Cllrs Mrs K Granger, Mrs Z Sykes, G Weatherall, Ms S Constance, E Hanson, M Appleby and J Housley.

17/17. To consider extending the contract of the Archive Project Officer

The Clerk reported that the Heritage Lottery Fund had now agreed that the project could be extended to the end of January 2017 and the Committee were in full agreement that the contract of employment of the Project Officer be extended to the end of the project.

17/18. To receive Grant Monitoring Forms

No grant monitoring forms had been received as no grants had been issued in the last month.

17/19. Correspondence

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

APPENDIX A

FINANCE CORRESPONDENCE 16 JUNE 2016							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
03-Jun-16	M&G Investments	Charifund Investment	letter			16 June 16	1
06-Jun-16	David Morton	Ecclesfield PC Code of Conduct Training	e-mail			16 June 16	2