

To all Members of the Parish Council

SUMMONS

30 March 2017

Dear Sir/Madam,

You are respectfully summoned to attend the Annual Meeting of the Parish Council to be held at **7.30pm on Thursday 6 April 2017** at the Council Offices, Mortomley Lane, High Green.

Recording meetings

You can take photographs, film and audio-record the proceedings at Council and Committee meetings whilst they are open to the public. The recording has to be conducted under the direction of the Chair of the meeting and follow our protocol on audio and visual recording and photography at council meetings.

Anyone wishing to record must let the Chair of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive.

If you will be speaking at a meeting, for example to ask a question or present a petition, you will have the right not to be recorded. You will need to tell the Chair of the meeting that you do not want to be recorded.

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 Parish Council meeting held 2 March 2017 (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 2 March 2017 (Pgs: 6-7 & 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 16 March 2017 (Pgs: 10-12 & 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 16 March 2017 (Pgs: 16-18 & 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 April 2017
9. **MOTIONS RECEIVED**
 - Councillor Hooper will propose and Councillor Mrs Fearnley will second a motion in respect of Childrens Centres, the full text of which is appended to a copy of this agenda.
 - Councillor Mrs Sykes will propose and Councillor Weatherall will second a motion in respect of changing local traffic arrangements proposed by Highways England, the full text of which is appended to a copy of this agenda.
10. **CORRESPONDENCE** – Items requiring a decision or response
11. **ACCOUNTS** – To approve the accounts presented for payment
12. **LOCAL EVENTS**

Yours faithfully,

David Morton

David J Morton
Clerk & Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING
HELD 2 MARCH 2017

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

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

Apologies for absence were received from Cllr G Oxley, Mrs A Brownrigg and the reasons for absence were approved by the Council.

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

Before the commencement of the public session, the Clerk reported on the following matters which had been raised previously:

- In respect of Petitions, each authority can make its own policy and that Ecclesfield Parish Council and Sheffield City Council can differ on the number of signatories which triggered a petition. The Clerk stated that the Parish Council receive petitions and deal with them as and when they are received.
- In respect of the application of a capital receipts, the Clerk confirmed that he had met with officers from Sheffield City Council to discuss how the money could be spent and would give a further update when the discussions are concluded.

A resident who had been at the last Finance Committee meeting enquired about why they had been excluded from the presentations from the groups requesting grants. The Clerk explained that this issue was the subject of further discussion by the Finance Committee and that he was preparing a paper for the next Finance Committee meeting which hopefully would address the resident's concerns.

A resident enquired again about the removal of the metal railings at Chapeltown Baths to be used at Greengate Lane School as safety barriers. The Clerk pointed out that it had been minuted at the last meeting that this was not possible due to health and safety reasons and this remains the case at the moment. He said he would enquire of the new owner of the premises at the appropriate time.

A resident commented on his recent Freedom of Information request. The resident also stated that he had been unable to access the agendas on the Parish Council website and felt that this was in breach of publication of the meeting. The Clerk apologised for the website glitch but confirmed that the meeting had been properly called.

17/141. To a) receive any amended declarations of interest from members and 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

There were none received.

17/142. To identify any items for discussion which may require the exclusion of the press and public

The Clerk identified that item 9 on the agenda required the exclusion of the press and public.

17/143. To (a) approve the Minutes of the Parish Council meeting held 2 February 2017 (Pgs 1-4 & Appendix A) (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.

17/144. To a) approve the Minutes of the Environmental Planning Committee meeting held 2 February 2017 (Pgs: 6-7 & Appends A & B), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only

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

17/145. To a) approve Minutes of the Environmental Planning Committee meeting held 16 February 2017 (Pgs: 10-11 & Appends A & B), b) approve any recommendations arising from the meeting and c) discuss any matters for information only

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

17/146. To a) approve the minutes of the Finance & Premises meeting held 16 February 2017 (Pgs: 14-16 & Appendix A), b) approve any recommendations arising from the meeting and c) discuss any matters for information only

Resolved: That the minutes of the meeting be approved as a correct record of the meeting subject to the following comments.

The Clerk wished to clarify minute number 17/95 exclusion of the press and public when considering grant applications – this item had been addressed at the beginning of this meeting.

With regard to minute 17/102 Review of the Standing Orders – he stated that paragraph 1(g) and 1(h) need to be read together to put this query into context.

The Clerk also wished to bring back to the Finance Committee a decision made at the last meeting where Charles Square Lunch Club had asked for a certain amount but had been granted an amount over and above this request. It was agreed that this be included on the next agenda of the Finance Committee for further discussions.

With regard to minute 17/107 review of premises hire charges – In answer to Cllr Brownrigg's query - the Clerk confirmed that the receipts and payments for the community room are kept separate.

17/147. To receive a verbal report from the Environmental Planning Committee meeting held 2 March 2017

Resolved: That the report be received from the Chair of the Planning Committee - three planning applications had been received for consideration and also an objection to a licence application for the extension of hours for Ramo's in Church Street, Ecclesfield.

Cllr E Hanson and Cllr G Weatherall will be supporting the objection of the resident and will attend the meeting on their behalf.

17/148. To receive a report/update regarding the disposal of Chapelton Baths and agree a course of action

Resolved: That the press and public be excluded from the meeting pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 because of the confidential nature of the business to be transacted and as it would not be in the public interest to conduct the business in public.

Members of the public left the room at this time and the recording equipment was taken out of the room.

The Clerk gave a report to Full Council and reminded everyone in the room of the confidential nature of the report. Mr Shield confirmed the accuracy of the Clerk's report.

Resolved: That the course of action recommended by the Clerk be agreed.

Members thanked the Clerk and Mike Shield for all their work on the Baths Project.

17/149. To confirm the Council Tax Leaflet for Ecclesfield Parish Council for Financial Year ended 31 March 2018

The Clerk informed Council that the leaflet had been back to the two Committees twice for consideration and it was therefore:-

Resolved: That the leaflet for the year ended 31 March 2018 be confirmed.

17/150. Correspondence

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

17/151. Accounts – To approve the accounts presented for payment

Payable to	Amount	Payment details	Payment made under
Christine Handley Archive Co-ordinator	£863.86	Reimbursement of purchases for Archive Project	L.G. Act 1972 s111
1 st Call Com Ltd	£121.87	Telephone bill 1-31 January 2017	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£25.85	Stationery items	L.G. Act 1972 s111
Firecrest UK Ltd	£591.36	Fire alarms service and replacement equipment	L.G. Act 1972 s111
Ricoh UK Ltd	£62.64	Photocopying charges 1 Nov 2016 to 31 January 2017	L.G. Act 1972 s111
Wildtrack Publishing	£600.00	Supply CD's and DVD's for Archive Project	L.G. (Miscellaneous Provisions) Act 1976 s.19
Mensa Printers	£1,741.40	Additional leaflets, booklets and postcards for Archive Project	L.G. (Miscellaneous Provisions) Act 1976 s.19
Greener Gas (Phillip Christer)	£85.00	Annual service of boiler and cooker in the community room	L.G. Act 1972 s111
K J Clark Glazing	£160.00	Supply and fit two new glass panes to Committee Room windows	L.G. Act 1972 s111
O2	£8.96	Mobile phone bill for Clerk January 2017	L.G. Act 1972 s111
Staff	£4647.56	Net salaries February 2017	L.G. Act 1972 s111
HMRC	£1,079.22	Tax and NI payments February 2017	L.G. Act 1972 s111

COUNCIL MINUTES 2 MARCH

SYPA	£687.79	Pension contributions February 2017	L.G. Act 1972 s111
AOL	£25.37	Talk Talk/AOL	L.G. Act 1972 s111
AOL	£3.99	Premium Service	L.G. Act 1972 s111
British Gas	£206.45	Gas supply Community Room	L.G. Act 1972 s111
British Gas	£417.28	Gas supply Council offices	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£28.72	Stationery items for office	L.G. Act 1972 s111
NPower	£293.72	Electricity supply Council offices	L.G. Act 1972 s111
NPower	£128.22	Electricity supply Chapeltown toilets	Public Health Act 1936 s87
O2	£10.80	Mobile phone bill for Clerk February 2017	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Cleaning and maintenance works at Chapeltown toilets	Public Health Act 1936 s87
St Marks Church	£12.70	Annual subscription Grenoside news	L.G. Act 1972 s111
One Stop Managed Waste Solutions Ltd	£154.28	Waste collection charges 1/4/2017 to 30/6/2017	L.G. Act 1972 s111
BOS Office Supplies Group Ltd	£53.44	Stationery items for office	L.G. Act 1972 s111

17/152. Local Events

The Chair informed Council that at the recent Chairman's coffee morning an amount of £350.00 had been raised for the Children's Hospital Just Giving Charity for children living with cancer of the blood.

The Chairman reminded everyone that it is her Civic Service on Sunday 12 March at St Saviours Church, Mortomley Lane.

Cllr S Constance said that she is holding a fund raising event in aid of Friends of Charlton Brook in the Alan Greaves Community Room on Friday 17 March at 12.30pm and everyone was invited to the event.

APPENDIX A

COUNCIL CORRESPONDENCE – 2 MARCH 2017					
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	No.
07-Feb-17	St Mary's Church Ecclesfield	Church magazine February 2017	booklet	02-Mar-17	1
10-Feb-17	Christine Handley Archive Co-ordinator	Minutes and evaluation report	e-mail	02-Mar-17	2
15-Feb-17	SCC	North Sheffield Newsletter	e-mail	02-Mar-17	3
16-Feb-17	Cllr John Housley	English Institute of Sport Event 26th March 2017	poster	02-Mar-17	4
20-Feb-17	Rural Action Yorkshire	Extraordinary General meeting 14 March 2017 Dishforth Village Hall	letter	02-Mar-17	5
23-Feb-17	Ecclesfield Conservation & History Group	Thank you for Christmas tree grant	card	02-Mar-17	6
23-Feb-17	South Yorks Fire & Rescue	Magazine article - Award win for firefighters clean up	e-mail	02-Mar-17	7
24-Feb-17	St Mark's Church	Grenoside News	booklet	02-Mar-17	8
01-Mar-17	South Yorkshire Police & Crime Commissioner	February Newsletter 2017	e-mail	02-Mar-17	9
01-Mar-17	YLCA	Section 137 expenditure limit for financial year 2017/2018	e-mail	02-Mar-17	10

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 2 MARCH 2017

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

In attendance: David Morton, Clerk and Mrs G Kress, Administration Officer

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

17/95. 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.

17/96. 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

17/97. Planning Proposals - to consider applications received

Cllr A Hooper arrived at 6.39pm.

Three planning applications had been received for consideration as per Appendix A. No comments or objections had been received and there were no comments on the City Council website. The Committee considered the proposed developments and could see no grounds for objection and asked that the Consultee comments be submitted to the City Council to this effect.

Cllr Mrs A Gethin noted that one of the planning applications is on a previously owned City Council housing estate and enquired whether the landlords of the neighbouring properties are ever consulted with regard to planning applications as well as the tenant. It was agreed that a letter would be sent to the Housing Department and Planning Department to clarify this matter.

Letters to be sent to Housing and Planning Departments

17/98. Licence Applications

No licence applications had been received from the Licensing Department, however an objection had been sent in to the Parish Council asking for support from the Parish Council against the increase in opening hours at "Ramo's" 6 Church Street, Ecclesfield. The proposed hours of opening would be Saturday and Sunday extended to 02.00am, the day prior to public holidays would be extended to 03:00am, Christmas Eve extended to 03:00am and New Year's Eve extended to 03:00am.

Members considered her letter of objection and are in support of her objection on the grounds of public nuisance, they have agreed that Cllr G Weatherall and Cllr E Hanson will attend the hearing and support her objection. The Committee also asked that the e-mail be sent to the three City Councillors for East Ecclesfield for information.

Letter to be sent to resident, Licensing Department and City Councillors

17/99. Correspondence – to consider items requiring a reply or a response

Item 2 – Licence application – dealt with as above.

APPENDIX A

PLANNING LIST – 2 MARCH 2017						
PLAN NO/ RESPOND BY	FUL/ OUT	DATE RECEIVED	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
17/00457 2.3.17	FUL	9.2.17 1	42 MACKENZIE CRESCENT, BURNCROSS, SHEFFIELD, S35 1US DEMOLITION OF EXISTING REAR EXTENSION AND ERECTION OF A TWO STOREY SIDE AND SINGLE STOREY SIDE EXTENSION	N/CONSULTED	NO OBJECTION	2.3.17
17/00645 9.3.17	FUL	16.2.17 2	29 HESLEY GROVE, SHEFFIELD S35 1TX SINGLE STOREY SIDE/REAR EXTENSION TO DWELLINGHOUSE (RESUBMISSION OF 16/01495/FUL)	N/CONSULTED	NO OBJECTION	2.3.17
17/00677 10.3.17	FUL	20.2.17 3	38 WARREN GARDENS, SHEFFIELD, S35 2XZ TWO STOREY EXTENSION TO SIDE OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	2.3.17

APPENDIX B

PLANNING CORRESPONDENCE – 2 MARCH 2017					
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Plan	No.
27-Feb-17	YLCA	Neighbourhood Plans - Planning authority issues	e-mail	02-Mar-17	1
01-Mar-17	Resident	Objection to licence application Ramos, 6 Church Street, Ecclesfield	e-mail	02-Mar-17	2

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 16 MARCH 2017

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

In attendance: David Morton, Clerk and Mrs G Kress, Administration Officer

Apologies for absence were received from Cllr G Weatherall and Cllr Mrs Z Sykes (for part of the meeting) and the reasons for absence were approved by the committee.

There were four residents present at the meeting who attended to voice their concerns on two planning applications.

17/100. 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.

17/101. 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.

17/102. Planning Proposals - to consider applications received

Cllr Mrs Z Sykes left the room whilst discussion was taking place as she is on the City Council Planning Board.

The Chair brought forward planning application 17/00830 – 69 Worrall Road for consideration as two residents attended the meeting to voice their concerns. The Committee had received two separate objections to this application. The Committee listened and viewed the detailed objection to the proposed development and considered the plans submitted. The Committee support the objection on the following grounds:-

- The building will be overbearing and out of character with surrounding properties.
- There is no off-street parking identified for the six-bedroomed house which could potentially have six cars or more.
- Loss of privacy both in the house and in the garden of a neighbouring property
- Loss of light
- The residents stated that the property is now owned by a property developer and due to the size of the proposed development the residents believe the property could be used as a house of multiple occupancy and feel “this could change the nature and character of the area and have a detrimental impact on the locality”.
- The proposed development is on a bus route and if there are additional cars parked on the road this would cause significant problems for the buses trying to negotiate around the estate. The Bus companies do not appear to have been consulted with regard to this planning application.

The Committee asked that the decision be made by the Planning Board rather than a delegated officer.

They also requested that a site visit be made to assess the impact of the proposed development on neighbouring properties.

Consultee Comments to be submitted in support of objection

Two residents attended to voice their concerns with regard to planning application 17/00012 – 73 Vicarage Road, Grenoside – The Committee listened to their concerns and viewed their detailed objection and the photographs showing the impact of the development on their home. One other letter of objection had also been received from a resident in another neighbouring property. The Committee considered the plans which are retrospective, the photograph from the neighbours houses were also viewed by the Committee and these show the building towering over their gardens. The Committee support their objections on the following grounds:-

- There is a loss of privacy to neighbouring properties both in their houses and gardens which are overlooked.
- The structure was in the early stages of construction in July 2016 when one of the residents completed a Planning Enforcement Enquiry. The residents have been in regular contact with the Planning Department and expressed their frustrations that nothing has been done.
- There is a balcony attached to the structure which is a breach of planning regulations. The balcony towers over the neighbours property and they are no longer able to enjoy the privacy within their own garden.
- The other resident's objections states that the structure faces directly into their daughter's bedroom and she has to close her blinds when she is in her room in order to maintain her privacy.

The Committee asked that enforcement action is taken with the request that the structure is taken down. They are concerned about the timescale that it has taken from enforcement action being requested by the neighbours and the application being submitted for retrospective permission.

The Committee requested that a site visit take place in order that the impact of the structure on neighbouring properties can be assessed. The Committee asked that the decision be taken by the Planning Board rather than a delegated officer.

Consultee Comments to be submitted in support of objection

An objection had been received for planning application 17/00809 – 41 Woodburn Drive – the Committee considered the planning application and also the comments from a resident of a neighbouring property who was concerned that the proposed extension would be overbearing, she was also concerned that it may cause damage to her driveway due to excavations being made for the proposed development. The Committee requested that these comments be taken into account in the decision-making process.

Consultee Comments to be submitted

17/103. Licence Applications

None received to date

17/104. Correspondence – to consider items requiring a reply or a response

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

Item 17 – Ecclesfield Park play area – an email had been received from a resident asking if anything can be done to improve the facilities in the park. The Committee requested that the e-mail be forwarded to the three City Councillors for East Ecclesfield – Cllrs A Bainbridge, Cllr Steve Wilson and Cllr P Andrews to see if there is anything that can be done. The Committee also requested that a response be sent back to the resident informing her of the action taken.

E-mail to East Ecclesfield Councillors and the resident

Cllr Hooper raised the issue that Cllr Weatherall had signed the attendance sheet for the meeting but had not been present at the meeting. It was explained that Cllr Weatherall had been present prior to the meeting starting but had been called away on an emergency and therefore his apologies had been given for the meeting.

APPENDIX A

PLANNING LIST – 16 MARCH 2017						
PLAN NO/ RESPOND BY	FUL/ OUT	DATE RECEIVED	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
17/00774 16.3.17	FUL	27.2.17 1	14 SCHOOL LANE, GRENOSIDE, SHEFFIELD S35 8QU ERECTION OF A SINGLE STOREY FRONT EXTENSION/ FRONT PORCH	N/CONSULTED	NO OBJECTION	16.3.17
17/00789 17.3.17	FUL	27.2.17 2	329 BURNCROSS ROAD, SHEFFIELD S35 1SB ALTERATIONS AND TWO STOREY REAR EXTENSION TO DWELLINGHOUSE INCLUDING REMOVAL OF EXISTING REAR PORCH AND NEW WINDOW TO WEST SIDE ELEVATION AT FIRST FLOOR LEVEL	N/CONSULTED	NO OBJECTION	16.3.17
17/00809 20.3.17	FUL	27.2.17 3	41 WOODBURN DRIVE, SHEFFIELD S35 1YT TWO STOREY SIDE EXTENSION AND SINGLE STOREY FRONT EXTENSION TO DWELLINGHOUSE	N/CONSULTED 1 OBJECTION REC + ON SCC WEBSITE	ASK THAT NEIGHBOURS COMMENTS ARE TAKEN INTO ACCOUNT	16.3.17
17/00811 21.3.17	FUL	28.2.17 4	86 MACKENZIE CRESCENT, BURNCROSS, S35 1US ERECTION OF BAY WINDOW AT FRONT OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16.3.17
17/00830 21.3.17	FUL	1.3.17 5	69 WORRALL ROAD, HIGH GREEN, SHEFFIELD, S35 3LN TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED 1 OBJECTION REC + 2 COMMENTS ON SCC WEBSITE	SUPPORT RESIDENTS OBJECTIONS – COMMENTS TO SCC	16.3.17
17/00012 21.3.17	FUL	1.3.17 6	73 VICARAGE ROAD, GRENOSIDE, SHEFFIELD S35 8RF ERECTION OF TIMBER OUTBUILDING TO REAR OF DWELLINGHOUSE (RETROSPECTIVE)	N/CONSULTED 2 OBJECTIONS REC + ON SCC WEBSITE	SUPPORT RESIDENTS OBJECTIONS – COMMENTS TO SCC	16.3.17

APPENDIX A

17/00643 22.3.17	FUL	1.3.17 7	12 HOLLOW GATE, SHEFFIELD, S35 1TZ TWO-STOREY SIDE EXTENSION, SINGLE-STOREY REAR EXTENSION AND PORCH TO FRONT DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16.3.17
17/00905 23.3.17	FUL	3.3.17 8	122 BLACKBURN DRIVE, SHEFFIELD, S35 2ZP TWO/SINGLE STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16.3.17
16/04622 29.2.17	FUL	9.3.17 9	28 HAGUE LANE, SHEFFIELD, S35 4HA TWO STOREY SIDE/REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16.3.17

APPENDIX B

PLANNING CORRESPONDENCE – 16 MARCH 2017						
DATE RECEIVED	RECEIVED FROM	SUBJECT	TYPE	REF PLAN	REF FIN	NO.
09-Mar-17	Resident	Objection to planning application - 17/00012 - 73 Vicarage Road	e-mail	16-Mar-17		1
10-Mar-17	Resident	Query re 73 Vicarage Road	e-mail	16-Mar-17		2
13-Mar-17	Resident	Objection re 73 Vicarage Road, Grenoside	e-mail	16-Mar-17		3
03-Mar-17	Cllr John Housley	Workshops for community groups to support with Dementia	poster	16-Mar-17	16-Mar-17	4
03-Mar-17	Places for People	3 months membership for £89	poster	16-Mar-17	16-Mar-17	5
06-Mar-17	Doris Denton Friends of Chapelton Park	Chapelton Kite Festival Saturday 11 March 2017	email	16-Mar-17		6
06-Mar-17	SCC	Response re Culvert on Pack Horse Lane	e-mail	16-Mar-17		7
07-Mar-17	SYPTÉ	Travel master product changes 2 April 2017	e-mail	16-Mar-17	16-Mar-17	8
09-Mar-17	Friends of Charlton Brook	St Patrick's Day Event 17 March 2017	poster	16-Mar-17	16-Mar-17	9
09-Mar-17	City Cllr A Bainbridge	Micro Pub, Ecclesfield	e-mail	16-Mar-17		10
09-Mar-17	Highways England	Trans Pennine Upgrade Programme - non statutory public consultation	letter	16-Mar-17		11
10-Mar-17	John Bowden	Showcase Folk-Fundraising Folk Sessions Miners Welfare Sunday 19 March 2017	poster	16-Mar-17	16-Mar-17	12
14-Mar-17	YLCA	Streetscape play equipment	e-mail	16-Mar-17		13
14-Mar-17	St Mary's Primary School	Sponsor a tree project	Poster	16-Mar-17		14
14-Mar-17	Licensing Department	Response re Licence application	e-mail	16-Mar-17		15
14-Mar-17	Petrogas Group UK Ltd	Proposed MSA at Junction 33	Letter	16-Mar-17		16
16-Mar-17	Resident	Query re Ecclesfield Park Play area	e-mail	16-Mar-17		17

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD ON THE 16 MARCH 2017

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

In attendance were Mr D Morton, Clerk and Mrs G Kress, Administration Officer

Apologies for absence were received from G Oxley and the reason for absence was approved by the Committee.

Three members of the public were present

The Chair of the meeting Cllr Weatherall asked one of the members of the public who was filming the meeting for a copy of the film, he declined saying that he could not provide it at the moment.

The Chair informed the Committee that Barrie Bellamy had passed away recently and his funeral is due to take place on Wednesday 22 March. He asked that everyone stood for a minute's silence in honour of all the work he had carried out in the High Green.

Cllr Mrs Brownrigg left the meeting.

He said that he would be missed by many both in the Parish Council and the wider community. Cllr J Housley stated that in the year when he was Chair of the Parish Council Barrie had been very helpful. Cllr Mrs Z Sykes said that Barrie would always contact her if there were issues in the High Green area and she would miss him. The Clerk also honoured his memory.

Councillor Mrs Brownrigg re-joined the meeting.

The following questions/comments were received from members of the public.

- One resident said that at the last meeting of the Finance Committee he felt that it was undemocratic to exclude members of the public from the room when grant applications are being discussed. The Clerk confirmed this was a fair point and said that the matter was due for discussion by the Committee at tonight's meeting.
- A resident stated that if any grant applicants wish to redact information on their applications forms it is up to them.
- The same resident commented on the Clerk's intervention in meetings. The Chairman confirmed that, under his direction, the Clerk was welcome to speak at any time he felt appropriate.
- A resident asked why the Parish Finance Leaflet had not been received with the rates demand from Sheffield City Council. The Clerk confirmed that the leaflet was now sent electronically as previously agreed.

17/111. 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.

17/112. 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.

17/113. To confirm, for the period ending 28 February 2017 (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 28 February 2017 as now presented by the Clerk be confirmed.

17/114. To discuss the process for awarding grants

Discussion took place regarding the process of dealing with grant applications.

Cllr Mrs A Brownrigg stated that since August 2014 there had been a change to policy with regard to access to meetings and documents. Cllr Ms S Constance stated that she felt that bank account details should not be shown in the presence of members of the public. Cllr Mrs Z Sykes said that she felt it important to let the applicants know that their information was to be made public and that filming may take place.

Cllr Brownrigg stated that the Parish Council need to follow the letter of law and all Councillors should have access to everything before the meeting.

The Chairman requested the Clerk to consider the points raised and report to a future meeting of the Finance Committee with his recommendations for an amended Grants Policy.

17/115. Applications for Financial Assistance

- Charles Square Lunch and Social Club – to discuss amount awarded

Discussion took place around the fact that the grant awarded by the Committee was greater than the amount requested by the group. It was agreed that this matter be deferred for one month in order that the Chair of Finance and the Clerk can investigate the needs of the group.

17/116. To receive Grant Monitoring Forms

No grant monitoring forms have been received since the last meeting of the Finance Committee.

17/117. To confirm the date of the April Finance meeting

The Clerk explained that he would be on annual leave on the scheduled date of the next meeting of the Finance Committee and until the 24 April which is after the planned date for the next Finance Committee meeting. It was:-

RECOMMENDED that: The Finance meeting be moved to the 27 April but the Planning meeting will still take place on the 20 April at which the Administration Officer and the Administration Assistant will be present due to the timescale for consideration of planning applications.

17/118. The David Chadwick Centre

Cllr Mrs A Brownrigg had requested that this item be included on the agenda and read a prepared statement to members of the Committee. It included various points regarding the sale of the David Chadwick Centre which eventually took place in 2012. She asked that a) the money used to pay off the Public Works Loan be repaid back for the benefit of the High Green community, and b) the amount left in the budget earmarked for improvements to the Alan Greaves Community Room be re-allocated to given for improving the parks in High Green.

The Chair said that this could not be discussed further until all Councillors had been sent her written request in order that they could digest the questions asked. It was agreed that a copy of this would be sent to all Councillors. It would go back on the agenda for discussion at the May Finance Committee meeting.

17/119. Grenoside Exhibition Account Charity – to receive an update from the Clerk

The Clerk updated members of the year end balances in the Grenoside Exhibition Account Charity. A meeting of the Trustees of the Grenoside Exhibition Charity is due to take place on the 6 April – all members of the Council are Trustees of the Committee.

Following this meeting the Headteacher at Grenoside School will be informed of the amount available for distribution to any applicants for the grant or further investment if there are no applicants.

17/120. Correspondence

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

At the end of the meeting Cllr J Housley stated that he wished it noted that he is 100% in support of the Clerk and appreciate all the work that he does.

APPENDIX A

FINANCE CORRESPONDENCE – 16 MARCH 2017

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Plan	Ref Fin	No.
03-Mar-17	Linda Noble South Yorkshire Fire and Rescue Authority	South Yorkshire Fire and Rescue Authority Members Briefing March 2017	e-mail		16-Mar-17	1
03-Mar-17	Cllr John Housley	Workshops for community groups to support with Dementia	poster	16-Mar-17	16-Mar-17	2
03-Mar-17	Places for People	3 months membership for £89	poster	16-Mar-17	16-Mar-17	3
07-Mar-17	SYLTE	Travel master product changes 2 April 2017	e-mail	16-Mar-17	16-Mar-17	4
08-Mar-17	Taylor Made Gardens & Landscaping Ltd	Grounds maintenance surrounding parish council building and memorial garden	e-mail		16-Mar-17	5
09-Mar-17	Friends of Charlton Brook	St Patrick's Day Event 17 March 2017	poster	16-Mar-17	16-Mar-17	6
10-Mar-17	John Bowden	Showcase Folk-Fundraising Folk Sessions Miners Welfare Sunday 19 March 2017	poster	16-Mar-17	16-Mar-17	7
14-Mar-17	YLCA	Parish Precepts - NALC Request to demonstrate restraint	e-mail		16-Mar-17	8
15-Mar-17	St Mary's Primary School	Sponsor a Tree Project 17 March 2017	poster	16-Mar-17	16-Mar-17	9
16-Mar-17	Westwood Joinery & Construction Ltd	Quotation for supply and fitting of hardwood notice boards	Letter		16-Mar-17	10