

To all Members of the Parish Council

SUMMONS

29 June 2017

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting of the Parish Council to be held at **7.30pm on Thursday 6 July 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 15 June 2017 (Pgs: 1-5 & 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 15 June 2017 (Pgs: 8-9 & 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 Finance & Premises Committee meeting held 15 June 2017 (Pgs: 13-14 & Appendix A), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only
7. To a) approve the Minutes of the Extraordinary Finance & Premises Committee meeting held on the 27 June 2017 (Pgs: 16-17 & 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 July 2017
9. To receive and adopt a copy of the report from the Council's Internal Auditor
10. To consider appointing additional members to the Staffing Sub-Committee
11. To form a new Committee entitled the Projects Committee to consider:-
 - a) War memorial projects in the Parish
 - b) Crime reduction/restoritory justice
 - c) Funding to aid improvements within the Parishes open spaces
 - d) Work in progress to provide Defib access within the whole of the Parish
12. To consider an item of correspondence received from the Trustees of the Ann Reresby Trust
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 15 JUNE 2017

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

In attendance: D Morton, Clerk, Mrs G Kress, Administration Officer and Miss L Tickle, Administration Assistant

There were five members of the public present at the meeting. One resident was recording the meeting, the Chairman asked for a copy of the recording but was informed that one was not available.

One resident asked about the meeting notices not being published on the notice boards in Ecclesfield, the Clerk stated that he would address this matter.

One resident enquired again about the capital receipt from the sale of the David Chadwick Centre and the proposed plan for the money to be spent on the refurbishment of the Community Room.

18/27. To receive apologies for absence from members and to consider the reasons for absence

Apologies were received from Cllrs Mr J Housley Mr G Weatherall and the reason for absence was approved by the Council.

18/28. To receive any amended Declarations of Interest from members

There were none received.

18/29. To receive any declarations of personal and/or prejudicial Interest from members of the Council on items to be discussed at the meeting

There were none received.

18/30. 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.

18/31. To (a) approve the minutes of the Grenoside Exhibition Account Charity meeting held on the 6 April 2017 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.

18/32. To approve the minutes of the Finance & Premises Committee meeting held on the 27 April 2017 (pages 2-3) and b) approve any recommendations arising from the meeting, and (c) discuss any matters arising for information only

Resolved:- That the minutes be approved as a correct record of the meeting, with an amendment to be made to minute number 17/125 regarding the purchase of Defibrillators. It had been agreed to progress this and a Resolution needs to be

confirmed in the minutes that the Parish Council will purchase the defibrillators and that a letter be sent out to local companies asking for their support.

18/33. To (a) approve the Minutes of the Annual Parish Council meeting held 4 May 2017 (Pgs: 5-11 & Appendix A), 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

18/34. To a) approve the Minutes of the Environmental Planning Committee meeting held 4 May 2017 (Pgs: 13-14 & Appends A & B), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only

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

18/35. To a) approve the Minutes of the Environmental Planning Committee meeting held 18 May 2017 (Pg: 17-19 & Appends A & B), b) approve any recommendations arising from the meeting and c) discuss any matters for information only

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

18/36. To a) approve the Minutes of the Finance & Premises Committee meeting held 18 May 2017 (Pgs:23-26 & Appendix A), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only

Resolved:- That the minutes be approved as a correct record of the meeting, subject to the following amendment requested by Cllr Mrs A Brownrigg who stated that in minute 18/11 she did not say that she may pursue a legal challenge – instead she stated that there could be a legal challenge on this issue. Cllr Mrs A Brownrigg agreed to provide a copy of the recording of the meeting. Cllr D Pepper stated that recording and filming of meetings should be put on the next Finance agenda for discussion.

18/37. To receive a verbal report from the Environmental Planning Committee meeting held 15 June 2017

Resolved:- Cllr E Hanson gave a verbal report of the meeting at which twelve planning applications had been considered. Four people had attended the meeting to speak about one of the applications – two being for the applicant and two neighbours. The Committee agreed to ask that the application be considered by the Planning Board rather than a delegated officer, the Committee also requested that a site visit be made to assess the impact of the proposed development on neighbouring properties.

18/38. To confirm the accounts and financial statements for Year Ended 31 March 2017

Resolved Unanimously:- That the Council's Accounting Statements for the year ended 31 March 2017 be approved with a closing balance of £162,317.31. Cllr Mr G Oxley at this point, thanked the Clerk and staff for their work over the past year.

18/39. To approve the Annual Governance Statement (Section 1 of the Annual Return) for year ended 31 March 2017.

Resolved Unanimously: That the Annual Governance Statement (Section 1 of the Annual Return) for year ended 31 March 2017 be approved.

18/40. To approve the Accounting Statement (Section 2 of the Annual Return) for year ended 31 March 2017.

Resolved Unanimously: That the Annual Governance Statement (Section 2 of the Annual Return) for year ended 31 March 2017 be approved.

18/41. To confirm grant applications

Resolved Unanimously: That a grant of £500 be awarded to Friends of Chapeltown Park once new documentation is received with the new name of the Group on the bank statement and the public liability insurance document.

18/42. To consider and adopt the Revised Code of Conduct Complaints Procedure from Sheffield City Council (copy attached)

Resolved Unanimously: That the Parish Council adopt the revised Standards Procedure from Sheffield City Council previously issued to members by the Clerk, with immediate effect.

18/43. Cllr Mrs A Brownrigg will propose and Cllr Mr J Brownrigg will second a motion regarding the previous sale of the David Chadwick Centre (copy of motion attached page 28)

Motion:- "That Ecclesfield Parish Council agrees that a sum of £26,561.00 being the balance of the sale price of the David Chadwick Centre of £40,000 after legal costs and fees of £13,439.00 have been deducted, be allocated to the promotion and improvement of the economic, social or environmental wellbeing of the local High Green community."

Cllr A Hooper Proposed and Cllr G Oxley seconded an amendment to the motion.

Amendment to Motion:- That the word **was** be removed and the words **has been** added to the original motion.

A vote was taken on the Amendment to the Motion – Cllrs A Hooper, G Oxley, M Appleby, E Hanson, Mrs K Granger, Mrs Z Sykes, A Henstock, D Pepper, Ms S Constance, and Mrs A Gethin were in favour the Motion. Cllrs Mrs A Brownrigg and J Brownrigg were against the Amendment to the Motion. Cllr Mrs D Fearnley abstained from the vote.

A vote was taken on the Substantive Motion - Cllrs Mrs A Brownrigg and Cllr J Brownrigg were in favour of the Motion and Cllrs M Appleby, E Hanson, Mrs K Granger, Mrs Z Sykes, A Hooper, A Henstock, D Pepper, Ms S Constance, G Oxley, and Mrs A Gethin were against the Motion. Cllr Mrs D Fearnley abstained from the vote.

It was therefore **Resolved:** That Ecclesfield Parish Council agrees that a sum of £26,561.00 being the balance of the sale price of the David Chadwick Centre of £40,000 after legal costs and fees of £13,439.00 have been deducted has been allocated to the promotion and improvement of the economic, social or environmental wellbeing of the local High Green community.

18/44. **CORRESPONDENCE** – Items requiring a decision or response (Appendix A)

Members noted correspondence received which is also on the members area for them to view. Cllrs also asked questions regarding the following items of correspondence:-

Item 9 – Response re School Crossing at Ecclesfield – Cllr Z Sykes read out the letter received from John Mothersole the Chief Executive at Sheffield City Council and also the letter from Councillor M Iqbal who is the Cabinet Member for Infrastructure and Transport.

Item 16 – Brightbus – Closure of Business – Cllr A Hooper requested that a letter be sent to the South Yorkshire Passenger Transport Executive to ascertain whether Ecclesfield School will be affected by the closure or whether there will be a replacement service.

Letter to be sent to SYPTE

18/45. ACCOUNTS – To approve the accounts presented for payment

Payable to	Amount	Payment details	Payment made under
Chairman	£800.00	Chairman's Allowance	L.G. Act 1972 s111
Lemark Office Equipment	£108.00	Two reconditioned office chairs	L.G. Act 1972 s111
British Gas	£258.57	Gas supply 9 Feb to 10 May Council offices	L.G. Act 1972 s111
British Gas	£136.85	Gas supply 9 Feb to 10 May Community Room	L.G. Act 1972 s111
Ricoh UK Ltd	£41.10	Photocopying charges 1 Feb to 30 April 2017	L.G. Act 1972 s111
Staff	£4122.19	Net salaries May 2017	L.G. Act 1972 s111
HMRC	£921.04	Tax and NI payments May 2017	L.G. Act 1972 s111
SYPA	£635.77	Pension contributions May 2017	L.G. Act 1972 s111
Sheffield City Council	£63.00	NNDR payment Community Room	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
O2	£13.50	Device Plan for mobile phone	L.G. Act 1972 s111
Npower	£262.41	Electricity supply Council offices	L.G. Act 1972 s111
Shield Estates	£2,520.00	Work re sale of Chapelton Baths 2/3/2017 to 23/5/2017	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£34.47	Stationery items	L.G. Act 1972 s111
Npower	£83.09	Electricity supply Chapelton toilets	L.G. Act 1972 s111
One Stop Managed Waste Solutions Ltd	£154.28	Waste collection charges 1/7/2017 to 30/9/2017	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Cleaning and maintenance Chapelton toilets (May)	Public Health Act 1936 s87
BOS Office Supplies Group Ltd	£60.67	Stationery items	L.G. Act 1972 s111
Npower	£146.40	Electricity supply Community Room	L.G. Act 1972 s111
1 st Call Com Ltd	£117.55	Telephone bill 1-31 May 2017	L.G. Act 1972 s111
Ecclesfield St Mary's P.C.C.	£6.00	Annual subscription for church magazine	L.G. Act 1972 s111
Zurich Municipal Insurance	£2,439.06	Annual insurance premium	L.G. Act 1972 s111
Co-operative Bank	£1.50	Cheque encashment fee (bank charges – petty cash)	L.G. Act 1972 s111

18/46. Local Events

The Chair said that he would be attending a Scout Barbeque on Saturday 17 June, Cllr D Pepper also took the opportunity to invite the Chair to attend the Grenoside Gala on the same day. The Chair confirmed that he would attend both events.

Prior to the meeting closing the Clerk informed the members that he would be away from work for the next week as he was suffering from stress and anxiety. He said that he had been working hard over the last year to see through the new Leisure Facilities at High Green and also working closely with Shield Estates and Solicitors (the Clerk and

Councillor Weatherall had been delegated by the Council) to work on the prolonged sale of Chapeltown Baths. He had been under a great deal of pressure to bring these to completion whilst at the same time dealing with many Freedom of Information requests that had been received and observing personal insults on social media. The Chairman thanked the staff for carrying out their work under a great deal of pressure. The Clerk left the room and the meeting closed.

APPENDIX A

COUNCIL CORRESPONDENCE – 15 JUNE 2017					
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Cttee
05-May-17	CPRE	Latest Fieldwork Newsletter Spring 2017	e-mail	15-Jun-17	1
05-May-17	North Sheffield Newsletter	North Sheffield Newsletter	e-mail	15-Jun-17	2
05-May-17	St Mary's Church Ecclesfield	Church Magazine May 2017	booklet	15-Jun-17	3
09-May-17	Charity Commission News	Charity Commissions News Spring 2017	e-mail	15-Jun-17	4
16-May-17	Clerk	Documents re Procedure for dealing with Standards complaints	e-mail	15-Jun-17	5
17-May-17	South Yorks Fire & Rescue	Section 41 Member briefing	e-mail	15-Jun-17	6
22-May-17	Julia Cayless SCC	Safer and Sustainable Communities Partnership - re funding application	e-mail	15-Jun-17	7
22-May-17	YLCA	White Rose Update May 2017	e-mail	15-Jun-17	8
22-May-17	John Mothersole	Response re School Crossing at Ecclesfield School	letter	15-Jun-17	9
22-May-17	SYLTE	11-16 Megatravel Pass - Online Applications	e-mail	15-Jun-17	10
26-May-17	Ecclesfield Scout Group	Invite to Family Barbeque	letter	15-Jun-17	11
26-May-17	Grenoside News	St Mark's Church	booklet	15-Jun-17	12
26-May-17	YLCA	Clerks vacancy-Thurgoland Parish Council (Barnsley District)	e-mail	15-Jun-17	13
26-May-17	Friends of Ecclesfield Library	Ecclesfield Library Annual AGM	e-mail	15-Jun-17	14
26-May-17	SOAR Community	Job advertisement- Project Development Worker	e-mail	15-Jun-17	15
31-May-17	SYLTE	Brightbus - Closure of business update	e-mail	15-Jun-17	16
31-May-17	YLCA	Weekly bulletin from NALC	e-mail	15-Jun-17	17
01-Jun-17	Friends of Ecclesfield Library	AGM Poster and invite to Parish Councillors	e-mail	15-Jun-17	18
01-Jun-17	Friends of the Peak District	News and Views June 2017	e-mail	15-Jun-17	19
02-Jun-17	YLCA	South Yorkshire Branch meeting 21 June 2017 and associated papers	e-mail	15-Jun-17	20
02-Jun-17	SOAR Community	Age Better in Sheffield Newsletter	e-mail	15-Jun-17	21
05-Jun-17	YLCA	Reform of Data Protection Legislation	e-mail	15-Jun-17	22
06-Jun-17	St Mary's Church Ecclesfield	Church magazine June 2017	booklet	15-Jun-17	23
07-Jun-17	South Yorkshire Fire and Rescue	June 2017 Newsletter	e-mail	15-Jun-17	24

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09-Jun-17	YLCA	Training programme for training and professional services 2017	e-mail	15-Jun-17	25
09-Jun-17	North Sheffield Newsletter	North Sheffield Newsletter	e-mail	15-Jun-17	26
12-Jun-17	Home Instead	Inaugural Friendship Lunch	e-mail	15-Jun-17	27
13-Jun-17	Chapelton Silver Prize Band	Proms Concert 23 June 2017	e-mail	15-Jun-17	28
13-Jun-17	Stocksbridge Town Council	Revised Code of Conduct	e-mail	15-Jun-17	29
13-Jun-17	Yorkshire Internal Audit	Internal Audit of Accounts for year ended 31 March 2017	e-mail	15-Jun-17	30
14-Jun-17	SYPTTE	Bus Service changes in Sheffield and Barnsley- Summer 2017	e-mail	15-Jun-17	31
14-Jun-17	YLCA	Plunkett Foundation Call to Action- Rural Co-operatives Programme	e-mail	15-Jun-17	32

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 15 JUNE 2017

Present were Councillors: E. Hanson (Chairman), Mrs A Gethin, M Appleby, Mrs Z Sykes, Mrs D Fearnley, A Hooper and J Brownrigg

In attendance: Mr D Morton, Clerk & Responsible Financial Officer, Mrs G Kress, Administration Officer and Miss L Tickle, Administration Assistant

No apologies had been received from any members of the Committee.

There were four members of the public present at the meeting. They were all in attendance to speak on planning application 17/02139 – 10 Park Terrace, this item was therefore brought forward for consideration at the beginning of the meeting.

Cllr A Henstock joined the meeting at 6.20pm.

18/13. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

Cllr Mrs Z Sykes declared an interest in planning application 17/02121 as she lives nearby. Cllr M Appleby declared an interested in planning application 17/02314 as he lives nearby.

18/14. 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.

18/15. Planning Proposals - to consider applications received

Twelve planning applications had been received for consideration (as per Appendix A) three of which are for the demolition of garages which is for information only.

Four residents had attended the meeting to inform the Committee of their views on planning application 17/02139/FUL 10 Park Terrace. The Committee heard the views from both the applicant and the neighbours. Previously the Parish Council had supported the neighbours' objection. The Committee acknowledge that the applicant has made a real attempt to find a compromise the application to address the neighbours' concerns. The neighbour commented that the development will still be overbearing and cause loss of light to his property.

The Committee requested that a Consultee Comment is submitted asking that the decision is made by the Planning Board rather than a delegated officer. The Committee also requested that a site visit be made to assess the impact of the proposed development on neighbouring properties.

Consultee comment to be submitted

1701976 – 128 Edge Lane, Sheffield S6 1ES – Members noted that despite a Consultee Comment being submitted to the City Council on the 11 May asking that the decision be delayed due to the planning meeting being moved to the 15 June because of the General Election taking place on the 8 June, notification had been received on the 6 June to say that it had already been granted. The Committee therefore requested that an e-mail be sent to the Planning Department asking that the Consultee comments are received prior to the decision making process.

E-mail sent to the Planning Officer

17/02121 – 3 Chambers Grove, Sheffield S35 2TD – Cllrs Mrs Z Sykes had declared an interest in this item. Members considered the application and had no objection to the proposed development in principle but wanted to highlight their concern as to whether there are sufficient parking spaces at the property with the loss of the garage, they asked that this be taken into account in the decision-making process.

There were no objections or comments to be made to the remaining planning applications and they requested that Consultee comments be made to this effect.

Consultee comments to be submitted

18/16. Licence Applications – Meadow Farm, Ecclesfield – Change of layout

Members noted the correspondence received from the Licensing Department which was regarding the minor refurbishment to update the activity area, introduction of activity area screens, introduction of fixed seating and general decoration and replacement of existing carpets. There were no changes to the hours of opening and the Committee could see no grounds for objection and requested that the Licensing Department be informed.

The Administration Officer enquired of Cllr Mrs Z Sykes whether she was still on the Licensing Board, she is no longer on the board but Cllr Mr A Bainbridge is a member of the Licensing Committee, as it had sometimes been difficult to obtain detailed information from the Licensing Department for members to consider the applications. It was agreed that Cllr Bainbridge be contacted to see if he could look into this for the Parish Council to see if improved information could be sent to the Parish Council for any applications within the Parish

**E-mail to be sent to Licensing Department
E-mail to be sent to Cllr Bainbridge**

18/17. Correspondence – to consider items requiring a reply or a response

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

Item 11 – Iron house on Mortomley Close – an anonymous letter had been received from a resident about cladding being fixed to the outside of one of these houses. It was agreed that the only course of action for this would be to send it to the Planning Enforcement Officers to see if there is anything that they can do to assist with the complaint.

Cllr A Hooper had sent in a request after the correspondence list had been produced with regard to fly tipping on Woodhead Road in Grenoside. This is a continuing problem and Cllr Mrs Z Sykes agreed to take this matter up with the Environmental Protection Service at the City Council.

APPENDIX A

PLANNING LIST – 15 JUNE 2017						
PLAN NO/ RESPOND BY	FUL/ OUT	DATE RECEIVED	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
17/01976 1.6.17	FUL	11.5.17 1	128 EDGE LANE, SHEFFIELD S6 1ES NEW ROOF TO EXISTING DETACHED GARAGE INCLUDING FRONT AND REAR DORMERS TO FORM HABITABLE ROOMS TO ROOFSpace, EXTERNAL STAIRCASE AND BALCONY	N/CONSULTED 2 OBJ'S RECEIVED	Granted cond 6.6.17	15.6.17
17/02040 6.6.17	DPNRG3	16.5.17 2	GARAGES OPPOSITE 5 SHERINGHAM CLOSE, SHEFFIELD, S35 4NJ DEMOLITION OF GARAGES (APPLICATION UNDER REGULATION 3 - 1992)	N/CONSULTED	NO OBJECTION	15.6.17
17/02038 6.6.17	DPNRG3	16.5.17 3	GARAGES ADJACENT 16 WELL CROFT, SHEFFIELD, S35 4FR DEMOLITION OF GARAGES (APPLICATION UNDER REGULATION 3 - 1992)	N/CONSULTED	NO OBJECTION	15.6.17
17/02034 6.6.17	FUL	16.5.17 4	8 BERRY HOLME CLOSE, SHEFFIELD, S35 1AB TWO/SINGLE-STOREY REAR EXTENSION AND SINGLE-STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15.6.17
17/02053 8.6.17 17/02314	HPN FUL	18.5.17 5	27 YOREDALE AVENUE, SHEFFIELD S35 2ZW SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE - THE EXTENSION PROJECTS 3.938 METRES FROM THE ORIGINAL REAR ELEVATION OF THE DWELLINGHOUSE, EAVES	N/CONSULTED	Withdrawn 24.5.17 – Resubmitted FUL application	15.6.17
17/02121 9.6.17	FUL	22.5.17 6	3 CHAMBERS GROVE, SHEFFIELD, S35 2TD FIRST FLOOR SIDE EXTENSION INCLUDING GARAGE CONVERSION AND ASSOCIATED ALTERATIONS TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION BUT HIGHLIGHT THE NUMBER OF PARKING SPACES	15.6.17

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17/02100 12.6.17	FUL	23.5.17 7	70 VICARAGE ROAD, GRENOSIDE, SHEFFIELD, S35 8RD TWO-STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15.6.17
17/02226 14.6.17	FUL	25.5.17 8	8 MELLOR LEA FARM CHASE, SHEFFIELD, S35 9TX FIRST FLOOR FRONT EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15.6.17
17/01963 27.6.17	FUL	5.6.17 9	458 BURNCROSS ROAD, SHEFFIELD S35 1SL ALTERATION AND EXTENSION TO EXISTING REAR PORCH TO FORM A SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	15.6.17
17/02139 27.6.17	FUL	6.6.17 10	10 PARK TERRACE, SHEFFIELD, S35 1WJ SINGLE STOREY EXTENSION INCLUDING RAISED PATIO WITH STORAGE AREA UNDERNEATH TO REAR OF DWELLINGHOUSE (RE-SUBMISSION OF 17/01531/FUL)	N/CONSULTED Objection on SCC website	SUPPORT OBJS ASK FOR SITE VISIT AND REQUEST DECISION BY PLANNING BOARD	15.6.17
17/02039	DPNRG3	8.6.17 11	GARAGES ADJACENT 78 POTTERS GATE, SHEFFIELD S35 4NA DEMOLITION OF GARAGES (APPLICATION UNDER REGULATION 3 - 1992)	N/CONSULTED	NO OBJECTION	15.6.17
17/02346 29.6.17	FUL	8.6.17 12	162 TOWN END ROAD, SHEFFIELD S35 9YY TWO STOREY REAR EXTENSION AND FRONT PORCH	N/CONSULTED	NO OBJECTION	15.6.17

APPENDIX B

PLANNING CORRESPONDENCE – 15 JUNE 2017							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
26-May-17	Resident of High Green	Objection to masts on pavement-Wortley Road roundabout	e-mail		15-Jun-17		1
31-May-17	Resident 1	Objection to planning application 17/01976 128 Edge Lane	e-mail		15-Jun-17		2
31-May-17	Resident 2	Objection to planning application 17/01976 128 Edge Lane	letter		15-Jun-17		3
22-May-17	SYPTE	11-16 Megatravel Pass - Online Applications	e-mail	15-Jun-17	15-Jun-17		4
26-May-17	Vince Varnam Streets Ahead	A26 pavement resurfacing nights St Marys Lane High Street Ecclesfield	e-mail		15-Jun-17		5
02-Jun-17	Licensing Department SCC	Meadow Farm - Licence application - change of layout	e-mail		15-Jun-17		6
02-Jun-17	SCC	Response re query from resident re state of roads Mortomley Close High Green	e-mail		15-Jun-17		7
05-Jun-17	Vince Varnam Streets Ahead	A26 pavement resurfacing days Barnsley Road High Greave Cross Hill	e-mail		15-Jun-17		8
05-Jun-17	Vince Varnam Streets Ahead	North LAP Members Update May 2017	e-mail		15-Jun-17		9
07-Jun-17	Vince Varnam Streets Ahead	Night pavement resurfacing on Cross Hill, The Common and Cowley Lane	e-mail		15-Jun-17		10
12-Jun-17	Resident	Re: Iron houses Mortomley Close	e-mail		15-Jun-17		11
13-Jun-17	Liam Goodjohn SCC	Potential Disposals List May 2017	e-mail		15-Jun-17		12
14-Jun-17	SYPTE	Bus Service Changes in Sheffield and Barnsley- Summer 2017	e-mail	15-Jun-17	15-Jun-17		13
15-Jun-17	Licensing Department SCC	Details of change of layout to Meadow Farm	e-mail		15-Jun-17		14

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD ON THE 15 JUNE 2017

Present were Councillors , Ms S Constance, D Pepper, G Oxley, Mrs A Brownrigg, M Appleby, E Hanson, Mrs K Granger, Mrs Z Sykes, Mrs A Gethin and A Hooper substituting for J Housley

In attendance were Mr D Morton, Clerk and Responsible Financial Officer, Mrs G Kress, Administration Officer and Miss L Tickle, Administration Assistant

Apologies for absence were received from J Housley and G Weatherall and the reasons for absence were approved by the Committee.

There were four members of the public present at the meeting. One of the members of the public was recording the meeting.

The Chair invited members of the public to speak if they wished to ask questions. One resident wished to speak. He enquired about the grant application process and also enquired about a previous question he had raised with regard to the Capital Receipt from the sale of the David Chadwick Centre. The Clerk responded that he has referred it to an Officer at the City Council who is on annual leave at the moment.

18/19. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

Cllrs Mr G Oxley and Mrs K Granger declared an interest in item 5 on the Agenda – Friends of Chapeltown Park as they are members of the group.

18/20. To identify any items for discussion that may require the exclusion of the press and public

The Clerk identified item 5 on the Agenda - grant application from Friends of Chapeltown Park which required the exclusion of the press and public.

18/21. To confirm, for the period ending 31 May 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 31 May 2017 as now presented by the Clerk be confirmed.

18/22. To discuss the application for the grant form Friends of Chapeltown Park

Members of the public and Cllrs G Oxley and Mrs K Granger left the room while this was being discussed. Cllr Mrs A Brownrigg stated that the name of the group on the application should correspond with the bank statement and public liability insurance documents, the group had recently changed the name of their group. It was therefore:-

RECOMMENDED:- That once documentation had been received with the amended name of Friends of Chapeltown Park on it, that a grant of £500 be given towards the cost of the installation of synthetic grass.

E-mail to be sent to the Group requesting documentation

18/23. To receive Grant Monitoring Forms

No grant monitoring forms had been received back.

18/24. Correspondence

Members noted correspondence received which is also on the members area for consideration. Two applications for financial assistance have been received for consideration at the July Finance meeting.

APPENDIX A

FINANCE CORRESPONDENCE – 15 JUNE 2017							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
13-Jun-17	Yorkshire Internal Audit	Internal Auditors Report	e-mail			15-Jun-17	1
15-Jun-17	M&G Investments	Charifund statement	letter			15-Jun-17	2

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD ON THE 27 JUNE 2017

Present were Councillors G Weatherall, D Pepper, G Oxley, M Appleby, E Hanson, Mrs K Granger, Mrs Z Sykes and Mrs A Gethin

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

Apologies for absence were received from Cllrs Mrs A Brownrigg, Ms S Constance and J Housley and the reasons for absence were approved by the Committee.

There was one member of the public present at the meeting. The Chair enquired whether anyone wished to record the meeting. The member of the public said that he was recording the meeting. The Chair asked for a copy of the recording but this was declined.

The Chair stated members of the public had the right not to be recorded. Cllr Mrs Gethin asked that the recording of a previous meeting be destroyed but this was declined.

A member of the public asked for information on the council's toilet cleaning contract.

A member of the public enquired why the budget heading "Miscellaneous" in the Finance leaflet had doubled on previous years which the Clerk answered. The members of the public said he was satisfied with the answer given.

18/25. 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.

18/26. 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.

18/27. To form a sub-committee to work on external grants on behalf of the Parish Council and to have approval for applying for funding on:-

- a) War memorial projects in the Parish
- b) Crime reduction/restoritory justice
- c) Funding to aid improvements within the Parishes open spaces

Cllr Mrs Z Sykes stated that she would like volunteers from the Full Council to form a Sub-Committee to be called the Projects Committee to discuss the above projects who would report back to the Finance Committee. Discussion took place about whether it should be a separate Committee if all members of the Council were being invited as volunteers instead of being a Sub-Committee of the Finance Committee. It was therefore:-

Recommended That a new Committee be formed to be named the Projects Committee and that this item also goes on the agenda for the Planning Committee to be consulted in order that it could be ratified at the Full Council meeting on the 6 July 2017. The majority of members voted in favour of this with one abstention from the vote.

18/28. To consider further, the work to have Defib access within the whole of the Parish
The Chair reported that letters had been sent to all the businesses in the Parish asking if they would be willing to support the purchase of several defib machines for installation around the Parish. Discussion took place about the various options available and also about the security of the machines if they are fitted to the outside of the buildings. It was then:-

Recommended That this item be put on the Projects Committee for further consideration.

18/29. To consider the quotations received from Merlin Networks for the installation of a CCTV system in the Committee Room and also the quotation from Merlin Networks for the installation of a loop system in the Committee Room

Members viewed the quotations received and questions were asked about how the equipment would be operated. Members agreed that the recording equipment was required for the Committee room and the Clerk was requested to seek further information from Merlin Networks about how the system would work.

Members also discussed the two options given for the Loop System which works for people who wear hearing aids as they can adjust the setting on their hearing aids to assist them in the meeting. A system could also be installed in the reception to assist people with a hearing loss when they call in at the office for advice. If a portable system is purchased it could also be used in the Community Room if any of the users have hearing difficulties. The Clerk was requested to ascertain from Merlin Networks if an amplifying system could be used for both the recording equipment and the loop equipment. It was agreed that this item be placed on the agenda for the next Planning meeting for further discussion.

18/30. Correspondence

Item 3 – Members noted that the amended Bank Statement and amended Public Liability Insurance documents had been received from Friends of Chapelton Park and it was agreed, as suggested in the last Council meeting, that the grant cheque could now be released as they had met the requirements of the application.

Item 4 – Members noted the information received from the Co-operative Bank with regard to the amount of compensation that can be claimed if a bank is unable to meet its financial obligations, with the amount being raised to £85,000 per claim. Parish Councils are now able to claim compensation which was not the case in the past. Discussion took place about the amount the feasibility of opening additional accounts with other banks, this is a lengthy process, but the Clerk was requested to look at the types of Bank Accounts suitable for a Parish Council and place an item on the agenda of the next finance committee in respect of this matter.

APPENDIX A

FINANCE CORRESPONDENCE – 27 JUNE 2017

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
20-Jun-17	Merlin Networks	Quotation for supply and fitting of CCTV cameras in the Committee Room	e-mail			27-Jun-17	1
20-Jun-17	Merlin Networks	Quotation for supply and fitting of Induction Loop System	e-mail			27-Jun-17	2
23-Jun-17	Friends of Chapelton Park	Bank statement and public liability insurance documents	e-mail			27-Jun-17	3
26-Jun-17	Co-operative Bank	Information about compensation arrangements	letter			27-Jun-17	4