

10 May 2018

To all Members of the Parish Council

**SUMMONS**

Dear Sir/Madam,

You are respectfully summoned to attend the Annual Meeting of the Parish Council to be held at **7.30pm on Thursday 17 May 2018** 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)

**Would all members who have keys to the offices please return them to the Chairman at the start of the meeting**

**AGENDA**

1. To elect the Chairman of the Parish Council
2. To receive the Declaration of Acceptance of Office as Chairman
3. To elect the Vice Chairman of the Parish Council
4. To receive apologies for absence from members and to consider the reasons for absence

## COUNCIL AGENDA 17 MAY 2018

5. To a) receive any amended declarations of interest from members; and  
b) receive any declarations of personal and/or disclosable or pecuniary interests from members of the council on items to be discussed at this meeting
6. To identify any items for discussion which may require the exclusion of the press and public
7. To decide which standing committee(s)/ sub-committee(s) of the Council shall be formed or continued
8. To (a) appoint members of the committee(s)/sub-committee(s)
9. To approve delegated powers to the committee(s)
10. To confirm the continuation of the Substitute Member Scheme for committees

11. **CHAIRMAN'S ALLOWANCE**

To agree the amount and payment of the allowance for the ensuing year

12. **COUNCILLORS ATTENDANCE ALLOWANCES**

To re-affirm the decision not to claim allowances

13. To appoint a Parish Council representative on the following bodies:

**Body**

**Current Representatives**

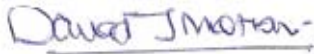
SCC Standards Committee	Cllr M Appleby
Ann Reresby Trust	Cllr Z Sykes
Grenoside Advisory Body	Cllrs Z Sykes & A Hurst
Ecclesfield Charities	Cllr G Weatherall
YLCA	Cllrs M Appleby & G Weatherall
Ecclesfield Civil Parish Archiving Project	Cllrs Mrs K Granger, J Housley and SCC
	Cllr A Bainbridge
High Green Health Network	Cllrs Z Sykes, and Mrs D Fearnley

14. To a) approve the Minutes of the Grenoside Exhibition Account Charity meeting held on the 5 April 2018 and b) discuss any matters arising from the minutes for information only
15. To a) approve the Minutes of the Parish Council meeting held 5 April 2018 (Pgs: 2 - 7 & Appendix A), and b) discuss any matters arising from the minutes for information only
16. To a) approve the Minutes of the Environmental Planning Committee meeting held 5 April 2018 (Pgs: 10 – 11 & Appends A & B), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only
17. To a) approve the Minutes of the Environmental Planning Committee meeting held 19 April 2018 (Pgs: 15 – 16 & Appends A & B), b) approve any recommendations arising from the meeting and c) discuss any matters for information only
18. To a) approve the Minutes of the Finance & Premises Committee meeting held 19 April 2018 (Pgs: 19 – 21 & Appendix A) b) approve any recommendations arising from the meeting and c) discuss any matters for information only

## COUNCIL AGENDA 17 MAY 2018

19. To receive a report from the Annual Parish Meeting held 5 April 2018 and to consider any resolutions passed at that meeting
20. To receive a verbal report from the Environmental Planning Committee meeting held 17 May 2018
21. Grenoside Exhibition Account Charity – to receive an update from the Clerk
22. To confirm the accounts and financial statements for Year Ended 31 March 2018
23. To approve the Annual Governance Statement (Section 1 of the Annual Return) for year ended 31 March 2018
24. To approve the Accounting Statement (Section 2 of the Annual Return) for year ended 31 March 2018
25. Ecclesfield Parish Council to request crisscross yellow lines be positioned directly in front of the gate to Chapeltown Park entrance (Cllr J Housley)
26. **CORRESPONDENCE** – Items requiring a decision or response
27. **ACCOUNTS** – To approve the accounts presented for payment
28. **LOCAL EVENTS**

Yours faithfully



David Morton  
Clerk & Financial Officer



MINUTES OF THE TRUSTEES OF GRENOSIDE EXHIBITION  
ACCOUNT CHARITY MEETING HELD 5 APRIL 2018

Present were Councillors J Housley, Mrs A Gethin, J Brownrigg, M Appleby, Mrs Z Sykes, Mrs D Fearnley, A Henstock, D Pepper, A Hooper, Mrs K Granger and G Weatherall

Apologies were received from Cllrs G Oxley and Mrs A Brownrigg and the reasons for absence were approved by the Trustees.

In Attendance: D Morton, Clerk & Responsible Finance Officer, R Kelly, Clerk & Responsible Finance Officer, Mrs G Kress Administration Officer and Miss L Tickle, Administration Assistant.

18/01 (a) To receive any amended declarations of interest from members

(b) To receive any declarations of personal and/or prejudicial interest from members of the Council on items to be discussed at this meeting

There were none received.

18/02. To consider a report from the Clerk and Financial Officer and to consider any implications arising therefrom

The Clerk presented to the Trustees a report which shows that £1,234.74 has been received in dividends from Black Rock and M&G Investments. This brings the total amount in the Grenoside Exhibition Account to £1,814.19 as at 31 March 2018.

The Clerk was requested to write to the Deputy Head Teacher at Grenoside School to enquire how many applications had been received this year for funding as Cllr Mrs Zoe Sykes stated that there are a few students in Grenoside who will be visiting America with the Scouts this year. Cllr Pepper stated that it would be prudent to reinvest a portion of the accrued funds in order that dividends continue to grow each year.

The Grenoside Advisory Body meet in May and it was agreed that there be another meeting of the Trustees prior to the June Council meeting in order that the amount for distribution can be decided upon once the number of applicants is known.

**Additional meeting of the Trustees in June  
Letter to be sent to Grenoside School**

**MINUTES OF THE PARISH COUNCIL MEETING**  
**HELD 5 APRIL 2018**

Present:- Councillors M Appleby (Chairman), J Brownrigg, Mrs A Gethin, A Henstock, J Housley, Mrs Z Sykes, G Weatherall, A Hooper, D Pepper, D Ogle, Mrs D Fearnley and Mrs K Granger

In attendance: D Morton, Clerk & Responsible Finance Officer, R Kelly, Clerk & Responsible Finance Officer, Mrs G Kress, Administration Officer and Miss L Tickle, Administration Assistant

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

Prior to the start of the meeting the Chair asked that everyone present stand for one minutes silence in memory of Cllr Sheila Constance who had recently passed away.

At the end of the minutes silence Cllr A Hooper stated that despite being on different political parties they both had mutual respect for each other and she would be sorely missed. Cllr G Weatherall said that she was a special character and all her family are devastated at their loss. He said that Sheila had worked hard to become a City Councillor and eventually became a City Councillor for the Firth Park Ward. Cllr Brownrigg stated that it was a pleasure knowing Sheila and if the world was full of people like Sheila it would be a better place.

The Chair asked the members of the public if their wished to raise any questions – there were none asked.

Cllr D Pepper asked if the meeting could be scheduled to finish at 9.00pm a vote was taken on the proposal and everyone was in favour of the 9.00pm finish apart from Cllrs D Ogle and J Brownrigg.

18/161. To receive apologies for absence from members and to consider the reasons for absence.

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

18/162. 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

There were none received.

18/163. 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.

18/164. To a) approve the minutes of the Parish Council meeting held on 1 February 2018 (Pgs: 1-4) & 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, with the exception of a few minor amendments as follows:-

## COUNCIL MINUTES 5 APRIL 2018

18/156 – Cllr Brownrigg stated that where it mentioned a letter from the Legal Department it should have read an e-mail from B Colver.

18/165. To a) confirm the minutes of the Environmental Planning Committee meeting held on 1 February 2018 (Pg: 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 be approved as a correct record of the meeting, with the exception of a few minor amendments as follows:-

18/73 – Should read that Cllr Mrs Z Sykes as she sits on the Planning Board at the City Council left the room while 17/05154 was discussed.

18/75 – where it states Ashwood Road it should be Furness Road and where it states about the parking space for a property it should read flat.

18/166. To a) confirm the minutes of the Environmental Planning Committee held on 15 February 2018 (Pgs: 10-11 & 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.

18/167. To a) confirm minutes of the Finance & Premises Committee meeting held on the 15 February 2018 (Pgs: 14-16 & 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.

Cllr D Ogle referred to item 18/106 – the refurbishment of the Community Room, this is also agenda Item 18 for consideration this evening. He asked whether the Parish Council are going to refurbish or demolish and rebuild the Community Room. He asked if plans had been drawn up. The Clerk stated that plans have been drawn up to help him evaluate which option would be best, but no costings have been done. Councillor Ogle asked if Councillors could see the plans for the building as it needs to be made fit for purpose.

18/168. To a) confirm the minutes of the Environmental Planning Committee meeting held on the 15 March 2018 (Pgs: 18/19 & 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.

18/169. To a) confirm the minutes of the Finance and Premises Committee meeting held on the 15 March 2018 (Pgs: 23-24 & 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.

Cllr J Brownrigg enquired about the grant to the High Green Health Network as he stated that they are not a constituted group. The Clerk responded to say that he has checked with the Council's Insurers and the Parish Council can run the event and pay the costs. Cllr D Ogle stated that he was very happy with this solution and that he was willing to withdraw Item 20 from the agenda.

18/170. To confirm the appointment of Mr Russell Kelly as Clerk & Financial Officer

The Chair welcomed Mr Russell Kelly into his new role as Clerk & Financial Officer.

Cllr J Brownrigg stated that he felt that the appointment had not followed the correct procedure and he wanted the Council minutes vetoed. Cllr G Weatherall stated that the correct procedure had been followed as incorporated in the Financial Regulations. It was therefore:

**RESOLVED:** That Mr Russell Kelly be appointed Clerk and Responsible Financial Officer. A vote was taken on the appointment with ten Councillors in favour that the correct procedure had been followed with two abstentions which were Councillors D Ogle and J Brownrigg.

18/171. To review the Council's Risk Assessment

Members again reviewed the Council's Risk Assessment document which had previously been reviewed by the Finance Committee. The Clerk explained that the External Auditor had previously advised that this should be reviewed by Full Council.

18/172. To confirm the date of the Annual Meeting of the Council 2018 on the 17 May 2018

The Clerk stated that the date of the meeting had been moved due to the Elections taking place at the City Council on the 3 May, the new Clerk will then be on annual leave the following week. It was therefore:-

**RESOLVED:** That the Annual Meeting of the Council be moved to the 17 May 2018.

18/173. To agree the dates of forthcoming meetings for May 2018 to April 2019

Members noted the dates of the forthcoming meetings for the year May 2018 to April 2019 and with the exception of the meetings taking place on the 17 May 2018 (Planning then Council followed by Finance).

**RESOLVED:** That the schedule of meetings for the forthcoming year are agreed.

18/174. To delegate authority to the Clerk & Financial Officer in consultation with the Chair of the Planning Committee to respond to the City Council on planning matters due to the length of time between meetings

The Clerk explained that due to the Planning meeting being moved due to the Elections in May there would be a gap from the 19 April to the 17 May when planning applications may be received. It was suggested that the Clerk could consult with the Chair of the Planning Committee to respond to the City Council on any urgent planning matters. All Members are able to view all planning applications received as they are on the members area and also on the public area of our website. It was therefore:-

**RESOLVED:** That the Clerk and Chair of Planning be given delegated authority to respond to the Planning Officers on any applications received during this period of time.

18/175. To delegate authority to the Clerk & Financial Officer to cancel and re-arrange meetings in an emergency situation and that the additional Standing Order be amended accordingly (Clerk Russell Kelly)

The Clerk stated that due to the adverse weather conditions on the 1 March both the Planning and Council meetings had to be cancelled with very short notice, this had been following consultation with the Chair of Council and the Chair of Planning.

The Clerk stated that an additional Standing Order be added to the Council's Standing Orders to cover any other emergency situations that may require this action.

It was therefore:-

**RESOLVED:** That the Standing Orders be amended accordingly to incorporate this.

18/176. To consider paying for a safety barrier outside Greengate Lane School (Cllr D Ogle)

Cllr D Ogle requested that the Parish Council allocate an amount of £420 for a safety barrier to be placed outside Greengate Lane School. He proposed carrying out the work himself along with a resident and Councillor A Henstock. He has previously been in touch with the



## COUNCIL MINUTES 5 APRIL 2018

City Council with regard to seeking permission to carry out work on the public highway. This had not been given.

Cllr G Weatherall stated that this is a City Council issue as Ecclesfield Parish Council do not have authority to fit a barrier on the highway. Cllr Weatherall stated that the Parish Council cannot just fund the cost of the barrier, there is a set procedure for the work to be carried out with 25 year ongoing maintenance costs. Cllr Hooper said that Ecclesfield Parish Council are not legally able to deal with highways issues.

A vote was requested for the proposal and there were four Councillors in favour of the Parish Council funding the cost of a barrier, one Councillor abstained from the vote and seven Councillors voted against it. It was therefore:-

**RESOLVED:** That the Parish Council would not be funding a safety barrier at the school as it is not within their remit to do this.

### 18/177. To consider organising a meeting at the Miners Welfare Hall for a question and answer session with the people we represent (Cllr D Ogle)

Cllr Ogle proposed that the Parish Council have an open meeting with members of the public one a year at a time away from the election cycle. He asked members to think about this.

### 18/178. To seek information about the refurbishment of the Alan Greaves Community Room (Cllr D Ogle)

This item has already been covered earlier in the meeting.

### 18/179. Location of defibrillator in High Green and the cabinet style (Cllr D Ogle)

Cllr Ogle stated that he was unhappy with the site of the defibrillator being at the Kinsey Road site rather than at the One Stop Shop in High Green. He said that the type of casing should also be metal rather than the type used elsewhere in the Parish due to vandalism issues. Cllr Weatherall stated that it was wrong to say that the youth of High Green would vandalise the machine. Cllr Weatherall stated that all the defibrillators installed would be of the same type and quality as previously agreed with the South Yorkshire Ambulance Service as being the most suitable. To date none of the defibrillators have been vandalised.

There are a further two defibrillators to be fitted – one being at the Acorn Inn in Burncross and the other outside Ecclesfield Library. There may also be a chance that another one will be fitted at the One Stop Shop, paid for by the remaining portion of the Chairman's allowance. The defibrillators are being funded jointly between Ecclesfield Parish Council and the Wortley Rotary Club.

### 18/180. Grant application – High Green Health Network (Cllr D Ogle)

This item had been covered in an earlier item and was therefore withdrawn.

### 18/181. Graffiti removal within EPC (Cllr D Ogle)

It was agreed that this would be placed on the Council agenda for May.

COUNCIL MINUTES 5 APRIL 2018

18/182. Petition presentation (Cllr D Ogle)

Cllr Ogle stated that there are now 651 signatures on the petition that he had started last year. The Clerk enquired how many of the people who had signed the petition were residents of High Green.

18/183. Correspondence – Items requiring a decision or response

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

Cllr Hooper stated that this was the last Council meeting of Mr David Morton the retiring Clerk and said that he has led Ecclesfield Parish Council through the Baths Project and also the Archive Project, both of which are great assets to the Parish. He wished him well and said that his last day will be Thursday the 26 April 2018 and thanked him for all his efforts.

18/184. Accounts – To approve the accounts presented for payment

<b>Payable to</b>	<b>Amount</b>	<b>Payment details</b>	<b>Payment made under</b>
Facility Maintenance Solutions Ltd	£50.00	Installation of defibrillator at Chapeltown toilets	Public Health Act 1936 s87
High Green Development Trust	£63.00	Sandwiches on shortlisting day and interview day	L.G. Act 1972 s111
Supake Ltd	£53.02	On site visit – issues with Skype	L.G. Act 1972 s111
Staff	£4115.74	Net salaries February 2018	L.G. Act 1972 s111
HMRC	£917.84	Tax and NI payments February 2018	L.G. Act 1972 s111
SYPA	£653.04	Pension contributions February 2018	L.G. Act 1972 s111
The Clerk	£9.99	Reimburse 1 ream of letterhead paper	L.G. Act 1972 s111
Administration Officer	£150.00	Transfer to petty cash account	L.G. Act 1972 s111
AOL	£26.37	Talk Talk/AOL	L.G. Act 1972 s111
O2	£13.50	Device Plan for mobile phone	L.G. Act 1972 s111
Sheffield City Council	£144.00	Legal support for recruitment of Clerk	L.G. Act 1972 s111
Ricoh UK Ltd	£69.10	Photocopying charges 1 Nov to 31 Jan	L.G. Act 1972 s111
British Gas	£226.01	Gas supply 15 Nov to 13 Feb Community Room	L.G. Act 1972 s111
British Gas	£463.08	Gas supply 15 Nov to 13 Feb Council offices	L.G. Act 1972 s111
O2	£11.08	Mobile phone bill for Clerk March 2018	L.G. Act 1972 s111
Firecrest UK Ltd	£240.60	Six monthly check of Council offices and Community Room	L.G. Act 1972 s111
St Mark's Church	£13.40	Annual subscription Grenoside News	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£39.65	Stationery items	L.G. Act 1972 s111
Npower	£281.76	Electricity supply Council offices	L.G. Act 1972 s111
Npower	£116.79	Electricity supply Chapeltown toilets	Public Health Act 1936 s87
One Stop Managed Waste Solution	£165.05	Waste collection charge 1/4/2018 to 30/6/2018	L.G. Act 1972 s111
Rotherham Metropolitan Borough Council	£120.00	Advertisement for Clerk/RFO position	L.G. Act 1972 s111
BOS Office Supplies Group Ltd	£115.92	Stationery items	L.G. Act 1972 s111
YLCA	£115.00	Newer Clerks training course	L.G. Act 1972 s111
1 <sup>st</sup> Call Com Ltd	£118.08	Telephone bill 1-28 February 2018	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Chapeltown toilets – February maintenance	Public Health Act 1936 s87
Facility Maintenance Solutions Ltd	£132.00	Defibrillator maintenance – 3 machines weekly and monthly visits	L.G. Act 1972 s111

## COUNCIL MINUTES 5 APRIL 2018

Clerks & Councils Direct	£75.00	Annual subscription Clerks & Councils direct magazine	L.G. Act 1972 s111
Npower	£95.31	Electricity supply Community Room	L.G. Act 1972 s111
Merlin Networks	£842.80	Supply and install laptop, set up e-mail account, speakers for computer	L.G. Act 1972 s111
HP UK Store	£97.90	4 HP Ink Cartridges	L.G. Act 1972 s111
Administration Officer	£150.00	Transfer to petty cash account	L.G. Act 1972 s111
Staff	£5,495.36	Net salaries March 2018	L.G. Act 1972 s111
HMRC	£1548.59	Tax and NI payments March 2018	L.G. Act 1972 s111
SYPA	£689.57	Pension contributions March 2018	L.G. Act 1972 s111

### 18/185. Local Events

It is the Chairman's Civic Service on Sunday the 22 March at St Saviours Church, Mortomley Lane, High Green.

APPENDIX A

COUNCIL CORRESPONDENCE – 1 MARCH (CANCELLED MEETING) AND 5 APRIL 2018

					No.
02-Feb-18	Ann Hindley Cross Keys Associate	Community Matters Yorkshire Event 24 April 2018	e-mail	01-Mar-18	1
06-Feb-18	St Mary's Church	Church Magazine February 2018	Magazine	01-Mar-18	2
06-Feb-18	South Yorkshire Police and Crime Commissioner	Newsletter January 2018	e-mail	01-Mar-18	3
06-Feb-18	YLCA	Chief Executive's Bulletin No. 5 3 February 2018	e-mail	01-Mar-18	4
06-Feb-18	SYPT	Ecclesfield Boxing Day bus service	e-mail	01-Mar-18	5
09-Feb-18	Soar Community	People Keeping Well - Sheffield local system review	e-mail	01-Mar-18	6
09-Feb-18	Soar Community	People Keeping Well Review	e-mail	01-Mar-18	7
12-Feb-18	Grenoside and Birley Carr Players	Icanthe 24-28 April	poster	01-Mar-18	8
13-Feb-18	EPC Archive Advisory Group	January Minutes from meeting and Diary Dates for 2018	e-mail	01-Mar-18	9
15-Feb-18	CPRE	CPRE Latest - one million homes without destroying the countryside	e-mail	01-Mar-18	10
15-Feb-18	Soar Community	Chapelgreen Community Partnership Meeting - minutes of meeting 7 February 2018	e-mail	01-Mar-18	11
15-Feb-18	Teresa Bond	Macmillan Cancer awareness day flyer	e-mail	01-Mar-18	12
16-Feb-18	Friends of the Peak District	Peak District news and views - February 2018	e-mail	01-Mar-18	13
19-Feb-18	OneStop managed waste solutions	Change of Contractor	e-mail	01-Mar-18	14
19-Feb-18	Chapelton Silver Prize Band	Tickets for Patronage Concert 20 April	letter	01-Mar-18	15
21-Feb-18	South Yorkshire Police	Alert - neighbourhood alert	e-mail	01-Mar-18	16
21-Feb-18	YLCA	DEFRA Consultation on proposals to tackle crime and poor performance in the waste sector	e-mail	01-Mar-18	17
23-Feb-18	St Mark's church	Grenoside News	booklet	01-Mar-18	18
26-Feb-18	Richard Holmes SCC	Community Infrastructure Levy December 2017	e-mail	01-Mar-18	19
01-Mar-18	Community First Yorkshire	Rural News February 2018	e-mail	01-Mar-18	20
01-Mar-18	Alert Neighbourhood	Neighbourhood Watch e-newsletter	e-mail	01-Mar-18	21
01-Mar-18	YLCA	NALC General Data Protection Regulations GDPR toolkit for Local Councils and Parish Meetings	e-mail	01-Mar-18	22
05-Mar-18	Friends of Charlton Brook	Next bi monthly meeting	e-mail	05-Apr-18	23
06-Mar-18	Dr Alan Billings	South Yorkshire Police and Crime Commissioner newsletter February - March 2018	e-mail	05-Apr-18	24
06-Mar-18	UK Parliament	Celebrate democracy with EqualiTeas and UK Parliament week	e-mail	05-Apr-18	25
07-Mar-18	High Greener Magazine	March issue	Magazine	05-Apr-18	26
12-Mar-18	South Yorkshire Police	National investigation into malicious communications	e-mail	05-Apr-18	27
12-Mar-18	YLCA	NALC Chief Executive's Bulletin No. 10	e-mail	05-Apr-18	28

## APPENDIX A

13-Mar-18	St Mary's Church	News and Views March 2018	booklet	05-Apr-18	<b>29</b>
20-Mar-18	Drink wise age well	Free Health and Wellbeing Sessions	poster	05-Apr-18	<b>30</b>
20-Mar-18	Cllr Housley (Chapelton in Bloom)	Thank you for Christmas grant	e-mail	05-Apr-18	<b>31</b>
21-Mar-18	SYP Alerts	Detective Warning Against Online Sextortion	e-mail	05-Apr-18	<b>32</b>
22-Mar-18	SYP Alerts	Jail for man who attacked two strangers	e-mail	05-Apr-18	<b>33</b>
22-Mar-18	SYP Alerts	SYP rated good in latest HMICFRS Inspection	e-mail	05-Apr-18	<b>34</b>
20-Feb-18	Resident	Ecclesfield Parish Council Politics You tube channel	e-mail	05-Apr-18	<b>35</b>
27-Mar-18	YLCA	NALC Chief Executive's Bulletin 12	e-mail	05-Apr-18	<b>36</b>
27-Mar-18	YLCA	Governance and Accountability for smaller authorities in England 2018	e-mail	05-Apr-18	<b>37</b>
04-Apr-18	CPRE	Spring Summer 2018 Edition Peakland Guardian	e-mail	05-Apr-18	<b>38</b>
04-Apr-18	St Mark's church	Grenoside News	booklet	05-Apr-18	<b>39</b>
04-Apr-18	Chapelton Community Forum	Spring Fair 21st April	poster	05-Apr-18	<b>40</b>
04-Apr-18	Post Office UK	Burncross Post Office - Bevan Way	e-mail	05-Apr-18	<b>41</b>
05-Apr-18	NALC	LCR magazine	Magazine	05-Apr-18	<b>42</b>
05-Apr-18	LCU	Local Councils update	Booklet	05-Apr-18	<b>43</b>
05-Apr-18	CPRE	Countryside Voice magazine	Magazine	05-Apr-18	<b>44</b>
05-Apr-18	YLCA	South Yorkshire Police and Crime Commissioner Newsletter March 2018	e-mail	05-Apr-18	<b>45</b>

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE  
MEETING HELD 5 APRIL 2018

Present were Councillors: Mrs A Gethin (Chair), M Appleby, Mrs D Fearnley, G Weatherall as substitute for Cllr Mrs Z Sykes, A Hooper, A Henstock, D Ogle and J Brownrigg

In attendance: David Morton, Clerk, Mr Russell Kelly, Clerk, Mrs G Kress, Administration Officer and Miss L Tickle, Administration Assistant

Apologies for absence were received from Mrs Z Sykes as she is on the City Council Planning Board and the reason for absence was approved by the Council.

There were 12 members of the public present at the meeting, most of whom had attended to voice their concerns at planning application 18/00924 – land between 94 and 98 Wheel Lane, Grenoside.

18/90. 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.

18/91. 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.

18/92. Planning Proposals - to consider applications received

Nine planning applications had been received for consideration as per Appendix A. There were no objections on the City Council website for eight of the applications but there were many comments on the City Council website in relation to application 18/00924 – land between 94 and 98 Wheel Lane, Grenoside. This application was therefore heard first by the Committee, the Chair asked for a representative to speak for the whole group.

One of the residents stated that he does not object to development of the land if it is in keeping with neighbouring properties and does not create loss of privacy to his own property.

The land for development is a former reservoir which we were told has been filled in with rubble, this has raised the ground above the level of the neighbouring properties. It was suggested that removing the rubble and lowering the ground level would be ideal. The proposed development is for two three storey houses with double height garages and will be overbearing as all the neighbouring properties are bungalows.

On the site plan it can be clearly seen that the rear of the development is on greenbelt land. The Committee queried the need for such large two storey garages and thought that there was sufficient room without building on greenbelt land. The Committee support the residents' objections on the following grounds:-

- Overdevelopment of the site
- Out of character with neighbouring properties
- Encroachment of the greenbelt

The Committee also asked that the Clerk request a site visit in order that they can ascertain the impact of the proposed development on neighbouring properties. The Committee also requested that the decision is made by the Planning Board rather than a delegated officer.

**Consultee comments to be submitted to this effect**

There were no objections to the remaining eight planning applications and the Clerk was requested to submit Consultee comments to this effect.

**Consultee comments to be submitted to this effect**

18/93. Licence Applications – None received to date

No licence applications had been received for consideration.

18/94. Correspondence

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

Item 1 – Response re reinstatement of no cold calling signs – High Green. Cllr Zoe Sykes attended the meeting at this point to state that she has been working with Amey and Trading Standards about these signs. She also stated that there are also “Not Born Yesterday” signs details of which are on the Parish Council website and also in reception for people to access.

Item 2 – Response from the Post Office regarding the loss of the post office in Burncross. The letter states that the Post Office are trying to identify a local business who may be interested in offering a Post Office local service to the community. Cllr Zoe Sykes stated that a postbox will be installed by Royal Mail in Burncross in the next few months.

## APPENDIX A

PLANNING LIST – 5 APRIL 2018						
PLAN NO/ RESPOND BY	FUL/ OUT	DATE RECEIVED	PLANNING PROPOSALS  ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL  OBSV'S & DEC'S	COMM.  DATE
18/00776  29.3.18	FUL	9.3.18  1	<b>55 SCHOOL LANE, GRENSIDE, SHEFFIELD S35 8QU</b> ALTERATIONS AND EXTENSIONS TO DWELLINGHOUSE INCLUDING PARTIAL CHANGE OF USE FROM RESIDENTIAL USE TO USE AS A PHOTOGRAPHY STUDIO, DEMOLITION OF SINGLE STOREY SIDE EXTENSION, ERECTION OF A TWO STOREY SIDE/FRONT EXTENSION, TWO STOREY FRONT EXTENSION AND ALTERATIONS AND EXTENSION TO EXISTING FRONT EXTENSION	N/CONSULTED	NO OBJECTIONS	5.4.18
18/00881  3.4.18	FUL	9.3.18  2	<b>26 BLACKBURN DRIVE, SHEFFIELD S35 2QP</b> TWO STOREY SIDE AND SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	5.4.18
18/00952  6.4.18	FUL	14.3.18  3	<b>9 CRESWICK LANE, SHEFFIELD S35 8NL</b> ERECTION OF SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	5.4.18
18/00897  4.5.18	FUL	13.3.18  4	<b>2 HOLBOURNE GROVE, SHEFFIELD, S35 4LY</b> SINGLE-STOREY FRONT AND SIDE EXTENSIONS TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	5.4.18
18/00977  10.4.18	FUL	19.3.18  5	<b>25 SCHOOL LANE, GRENSIDE, SHEFFIELD S35 8QU</b> TWO STOREY SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	5.4.18
18/00993  11.4.18	FUL	19.3.18  6	<b>101 TOWN END ROAD, SHEFFIELD S35 9YX</b> APPLICATION FOR A LAWFUL DEVELOPMENT CERTIFICATE FOR DEMOLITION OF EXISTING CONSERVATORY AND ERECTION OF A SINGLE STOREY REAR EXTENSION (APPLICATION UNDER SECTION 192)	N/CONSULTED	NO OBJECTIONS	5.4.18



APPENDIX A

18/00924 11.4.18	FUL	20.3.18 7	LAND BETWEEN 94 AND 98, WHEEL LANE, GRENOSIDE, SHEFFIELD, S35 8RN ERECTION OF 2 DWELLINGS AND A DETACHED GARAGE	N/CONSULTED	OVERDEVELOPMENT OUT OF CHARACTER	5.4.18
18/01100 19.4.18	FUL	27.3.18 8	26 PARK AVENUE, CHAPELTOWN, SHEFFIELD S35 1WE DEMOLITION OF EXISTING CONSERVATORY AND ERECTION OF A TWO STOREY REAR EXTENSION AND A SINGLE STOREY SIDE EXTENSION	N/CONSULTED	NO OBJECTIONS	5.4.18
18/01135 20.4.18	FUL	28.3.18 9	11A SCHOOL LANE, GRENOSIDE, SHEFFIELD S35 8QU TWO STOREY SIDE AND SINGLE STOREY FRONT AND REAR EXTENSIONS TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	5.4.18

APPENDIX B

PLANNING CORRESPONDENCE – 5 APRIL 2018							
Date	Received from	Subject	Type	Council	Planning		No.
19-Mar-18	Streets Ahead	Response re Reinstatement of no cold calling signs - High Green	e-mail		05-Apr-18		1
04-Apr-18	Post Office UK	Burncross Post Office - Bevan Way	letter	05-Apr-18	05-Apr-18		2
04-Apr-18	Residents 92	Objection from neighbours re land between 94-98 Wheel Lane	letter		05-Apr-18		3
04-Apr-18	Residents 94	Objection from neighbours re land between 94-98 Wheel Lane	letter		05-Apr-18		4
04-Apr-18	Residents 98	Objection from neighbours re land between 94-98 Wheel Lane	e-mail		05-Apr-18		5
04-Apr-18	Residents 3	Objection from neighbours re land between 94-98 Wheel Lane	e-mail		05-Apr-18		6
04-Apr-18	Residents 100	Objection from neighbours re land between 94-98 Wheel Lane	e-mail		05-Apr-18		7
05-Apr-18	Sheffield City Council	Response re rubbish on Eagleton Drive	e-mail		05-Apr-18		8

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE  
MEETING HELD 19 APRIL 2018

Present were Councillors: Mrs A Gethin (Chair), M Appleby, Mrs D Fearnley, Mrs Z Sykes,  
A Hooper, A Henstock, and J Brownrigg

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

Apologies for absence were received from Cllr D Ogle and the reason for absence was approved by the Council.

There were many people in attendance at the meeting who came to speak about the proposed development of land in Howbrook for the use of a Clay Pigeon Shoot business on land which comes under Barnsley Metropolitan District for planning applications. The Chair asked if anyone attending was in favour of the proposed development, there were none in favour. The Chair invited a representative to speak on behalf of all those in attendance.

One of the residents runs a riding school in High Green just next to the A61 and she stated that this has been affecting her business due to the sudden noises frightening the horses. She stated that she has children attending for riding lessons and from a child safety aspect she is very concerned that a horse may bolt whilst a child is out riding.

Another resident who attended runs a cattery in close proximity to the proposed development and this is also affecting her business due to the noise pollution.

At the moment the shooting is restricted to Sunday's but the application states that the opening hours and days are to be extended. The car park is being extended to take up to 80 cars. Noise assessments have been carried out at Howbrook, Bromley, Pilley and Tankersley but these are not as close as High Green who will be most affected by the noise. No consultation has taken place between the residents of High Green and no noise assessment has taken place in High Green.

There is a public bridleway running through the land and two public footpaths running through the site. Some of the horse riders who were in attendance stated that the Tenant Farmer is verbally abusive to them when they ride their horses on the bridleway and also to people using the public footpaths. The Chair asked if anyone had reported this abuse to the Wortley Estates and said that they could also report it to Sheffield City Council Rights of Way Unit.

The whole Planning Committee support the residents' objections and asked that:-

- A request for an independent noise assessment to be carried out in High Green on different days and under different weather conditions.
- That an extension of consultation time be requested in order that these further noise assessment tests can be carried out.
- That a letter be sent to Wortley Estates about the abuse that people have been experiencing from the Tenant Farmer when using the public footpaths or bridleways.

## PLANNING MINUTES 19 APRIL 2018

- That a letter be sent to the Rights of Way Department at Sheffield and Barnsley regarding both the bridleway and public footpath.
- A request is made that the decision be made by the Planning Board rather than a delegated planning officer.

### 18/95. 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.

### 18/96. 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.

### 18/97. Planning Proposals - to consider applications received

Two planning applications had been received for consideration as per Appendix A. There were no objections received or comments on the City Council website. The Committee could see no planning grounds for objection to both the proposed developments, however with respect to Planning Application number 18/01237/FUL B Braun, Unit 8, Brookdale Road, Sheffield S35 2PW – the Committee asked that a Consultee comment be submitted asking that the illuminated signs be at an angle in order that they do not dazzle passing cars.

### 18/98. Licence Applications – None received to date

No licence applications had been received for consideration.

### 18/99. Correspondence

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

Item 5 – Local buses – an elderly resident had written in to the Parish Council to see if a bus service could be provided on the local estate roads due to the difficulty that some elderly people are experiencing with walking to the bus stops on Greengate Lane and Wortley Road. Cllr Z Sykes stated that she has been in correspondence with South Yorkshire Passenger Transport Executive who have no plans to put on buses into the estates they had however suggested that people could use the Community Transport services such as

Door 2 Door services. The Committee requested that this information be provided to the resident.

APPENDIX A

<b>PLANNING LIST – 19 APRIL 2018</b>						
<b>PLAN NO/ RESPOND BY</b>	<b>FUL/ OUT</b>	<b>DATE RECEIVED</b>	<b>PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS</b>	<b>COMMENTS</b>	<b>PARISH COUNCIL OBSV'S &amp; DEC'S</b>	<b>COMM. DATE</b>
<b>18/01181 27.4.18</b>	<b>FUL</b>	<b>9.4.18 1</b>	<b>30 HALIFAX ROAD, GRENOSIDE, SHEFFIELD, S35 8PB</b> WIDENING OF VEHICULAR ACCESS/DRIVEWAY AND CREATION OF HARDSTANDING REPLACEMENT FRONT BOUNDARY WALL 1.2M HIGH AND ERECTION OF TWO- STOREY SIDE EXTENSION/SINGLE STOREY REAR EXTENSION	<b>N/CONSULTED</b>	<b>NO OBJECTION</b>	<b>19.4.18</b>
<b>18/01237 3.5.18</b>	<b>ADV</b>	<b>12.4.18 2</b>	<b>B BRAUN, UNIT 8, BROOKDALE ROAD, SHEFFIELD, S35 2PW</b> 1x INTERNALLY ILLUMINATED AND 1x EXTERNALLY ILLUMINATED SIGN	<b>NO NEIGHBOURS CONSULTED</b>	<b>NO OBJECTION BUT COMMENTS ABOUT LIGHTS TO BE SUBMITTED</b>	<b>19.4.18</b>

APPENDIX B

PLANNING CORRESPONDENCE – 19 APRIL 2018							
Date	Received from	Subject	Type	Council	Planning	Finance	No.
09-Apr-18	Soar Community	PKW Community Partnership Meeting 2 May 2018	e-mail		19-Apr-18	19-Apr-18	1
11-Apr-18	Cllr J Housley	Dementia Action Week 2 May 2018	poster		19-Apr-18	19-Apr-18	2
11-Apr-18	Vince Varnam Streets Ahead	April North LAP Member update	e-mail		19-Apr-18		3
11-Apr-18	CPRE	Campaigns update	e-mail		19-Apr-18		4
11-Apr-18	Resident	Re Bus service in High Green	e-mail		19-Apr-18		5
13-Apr-18	Resident	Clay Pigeon Shooting at Tankersley	e-mail		19-Apr-18		6
17-Apr-18	Resident	Clay Pigeon Shooting at Tankersley	e-mail		19-Apr-18		7
17-Apr-18	Sam Beaton Public Rights of Way Officer	Kissing Gate for Low Hall Wood and access meeting	e-mail		19-Apr-18		8
18-Apr-18	SCC Planning dept	Internal Consultation 2017/1699 Clay Pigeon shoot Tankersley	e-mail		19-Apr-18		9
18-Apr-18	Claire Wood SCC	HPN Planning applications	e-mail		19-Apr-18		10
18-Apr-18	Teresa Bond	Planning application for unrestricted clay pigeon shooting on A61	e-mail		19-Apr-18		11
19-Apr-18	Archiving Project	Working Group Agenda 25 April 2018	e-mail		19-Apr-18	19-Apr-18	12

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING  
HELD ON THE 19 APRIL 2018

**Present were Councillors:** G Weatherall (Chairman), D Pepper, J Housley, G Oxley, M Appleby, Mr J Brownrigg as substitute for Mrs A Brownrigg, Mrs Z Sykes and Mrs A Gethin

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

Apologies for absence were received from Councillors A Brownrigg and A Henstock and the reasons for absence were approved by the Committee.

There were two members of the public present at the meeting. The Chair asked if anyone wished to speak and one of the residents said he would like to take the opportunity to thank all Councillors who supported Angram Bank Youth Club when Sheffield City Council denied access to the building. He said their support is appreciated by himself and residents and they are now engaging with the most troublesome youths around High Green in general, he said in fact they are engaged with anti-social behavior in general.

18/118. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

Cllrs M Appleby declared an interest in agenda item 5(2) as he is a volunteer at the Chapelgreen Advice Centre, Cllr Mrs Z Sykes declared an interest in agenda item 5(4) Chapeltown Hockey Club and Cllr J Housley declared an interest in agenda item 5(3) as he is a member of Chapeltown in Bloom.

18/119. 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.

18/120. To confirm, for the period ending 31 March 2018 (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 payment for the period ended 31 March 2018 as now presented by the Clerk be confirmed.

18/121. Applications for Financial Assistance

- High Green in Bloom – Two representatives from the group attended the meeting to inform the Committee of their need for financial assistance. They said that they are very grateful for the support of the Parish Council in the past. They have a Stewardship Agreement with the Parks Department and last year held the Annual Gala, this year they propose to hold the Gala on the 1 September. They would like to provide free rides for children attending and have put applications in for funding from Sheffield Town Trust, J G Graves and Sheffield Church Burgesses to help with the costs of the Gala. The ride that they would like to provide is the bungee trampoline at a cost of £600 which includes the cost of insurance and risk assessments are done by Sheffield City Council. The Committee members discussed the application and it

was:-

**RECOMMENDED:** That an amount of £500 + VAT be given as a grant and that the Clerk be given delegated authority to negotiate the payment of the invoice to be addressed to Ecclesfield Parish Council in order that the VAT aspect of the payment can legally be reclaimed.

- Chapel Green Advice Centre – Two representatives attended from the Chapel Green Advice Centre and stated that they want to recruit suitable unpaid volunteers who will have to undergo the essential training courses to enable them to become competent Generalist Advice Workers. The cost for this training is in the region of £500. This is a vital service as the Centre has lost two advisors over the last couple of years. They have approximately 2,000 people calling in each year but unless they recruit and train more advisors the service will suffer. The main people who attend are from Chapeltown, Grenoside and High Green but also people from the surrounding area such as Hoyland also use the Centre for advice. The Committee discussed this application and know that it is a much-needed service for the Parishioners and therefore:-

**RECOMMENDED:** That an amount of £500 be given as a grant towards the cost of training.

- Chapeltown in Bloom – The Manager from Chapeltown Library attended with Cllr J Housley who is the Chair of Chapeltown in Bloom. The group work in partnership with the library and are arranging events which will take place from the 28 April to the 10 June 2018 for Sheffield Environment weeks. They want speakers to attend the sessions to inform children about gardening, wildlife and the environment. The children from local schools will engage in planting flowers and bulbs with the members of Chapeltown in Bloom and the library staff. The grant is requested to help pay for the speakers to attend, planters and bulbs, compost and plants. The Committee discussed this application and agreed that it is good for the children to be given ownership of a project and therefore:-

**RECOMMENDED:** That an amount of £267 as requested be given towards the project.

- Chapeltown Hockey Club – Two members attended to inform the Committee of their need for financial assistance. The Club has been in existence since 1951, they currently run 4 adult men's teams, 3 adult ladies teams and 8 junior teams. They have had an influx of Juniors and therefore need further protection equipment for the junior teams to protect the safety of the goal keepers. The cost of the equipment is very expensive. The Club is thriving and numbers have increased from 30-40 three years ago to 70+ members now. They have applied to Yorkshire Hockey Association for funding. The Committee considered the application and:-

**RECOMMENDED:** That an amount of £500 be given towards the cost of the equipment and the Clerk being given delegated authority to negotiate payment of the invoice directly in order that the VAT aspect of the purchase can be legally reclaimed by the Parish Council.

#### 18/122. To receive Grant Monitoring Forms

Burncross Action Team had sent in a grant monitoring form, the grant of £500 had been used towards the cost of the Burncross Gateway Garden sign, bird information signs and feeders. The group have produced a newsletter which goes out to residents of



## FINANCE MINUTES 19 APRIL 2018

Burncross so that they are aware of what they have been doing to the garden at the top of Bracken Hill.

### 18/123. To consider allocating a budget to maintain War Memorials in the Civil Parish area

Cllr Weatherall proposed that an amount of £2,000 be allocated towards the cost of maintaining the war memorials in the Parish – there are believed to be seven war memorials but the Clerk was requested to ascertain exactly how many by contacting Judy Siddall at the City Council. Cllr Pepper asked whether this would be enough and suggested that perhaps the amount should be £5,000. Cllr Pepper stated that Grenoside residents have been fund raising towards the renovation costs of the Grenoside War Memorial and have now raised sufficient funds to add additional names to the memorial.

Cllr Mrs Z Sykes had requested that a working group be set up but this had not yet materialized. Cllr Oxley informed the Committee that there are 60 trees planted in Ecclesfield Park which is also a War Memorial. Cllr Brownrigg suggested that as it is the 100<sup>th</sup> Anniversary since the end of World War 1 in November this year it would be nice if the Parish Council could hold an event. It was agreed to ask all Councillors for their ideas about how the Parish Council could commemorate this date. Cllr Housley stated that the Woodland Trust are offering free trees for planting. It was also:-

**RECOMMENDED UNANIMOUSLY:** That an amount of £5,000 be allocated for a War Memorials Budget.

### 18/124. To receive the final accounts for the Financial Year ended 31 March 2018

The Clerk reported that the Auditor will be attending to audit the year end accounts on the 20 April and will draft the Annual Governance Statement. The final accounts will then be presented at the May Council meeting.

### 18/125. Correspondence

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

APPENDIX A

<b>FINANCE CORRESPONDENCE – 19 APRIL 2018</b>							
<b>Date</b>	<b>Received from</b>	<b>Subject</b>	<b>Type</b>	<b>Council</b>	<b>Planning</b>	<b>Finance</b>	<b>No.</b>
20-Mar-18	Cllr Housley (Chapelton in Bloom)	Thank you for Christmas grant	e-mail			19-Apr-18	<b>1</b>
04-Apr-18	Chapelton and District Probus Club	Letter re- Grant Application Form	letter			19-Apr-18	<b>2</b>
06-Apr-18	Burncross Action Team	Grant monitoring form	form			19-Apr-18	<b>3</b>
09-Apr-18	Soar Community	PKW Community Partnership Meeting 2 May 2018	e-mail		19-Apr-18	19-Apr-18	<b>4</b>
11-Apr-18	Cllr J Housley	Dementia Action Week 2 May 2018	poster		19-Apr-18	19-Apr-18	<b>5</b>
11-Apr-18	Friends of Grenoside Park	Request from Friends of Grenoside Park	e-mail			19-Apr-18	<b>6</b>
13-Apr-18	Cllr Z Sykes	Free funding Sessions for local voluntary and community groups	e-mail			19-Apr-18	<b>7</b>
19-Apr-18	Archiving Project	Working Group Agenda 25 April 2018	e-mail		19-Apr-18	19-Apr-18	<b>8</b>