



Ecclesfield Parish Council

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Mrs Tara Ball - Clerk to Council

To all Members of the Parish Council

SUMMONS

27th September 2018

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting of the Parish Council to be held at **7.30pm on Thursday 4th October 2018** at the Council Offices, Mortomley Lane, High Green.

Recording meetings

The Parish Council will be recording this meeting. 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) confirm the minutes of the Council meeting held on 6th September 2018 for administrative purposes (Pgs: 1-6 & Appendix A) and b) discuss any matters arising from the minutes for information only
5. To a) confirm the minutes of the Environmental Planning Committee meeting held on 6th September 2018 (Pgs: 9-10 & Appends A & B), b) approve any recommendations arising from the meeting and c) discuss any matters arising for information only
6. To a) confirm the minutes of the Environmental Planning Committee meeting held on 20th September 2019 (Pgs: 14-15 & Appendix A & B) b) ratify the recommendations arising from that meeting and c) discuss any matters arising for information only and d) to consider sending a response from the Parish Council regarding the Government Shale Gas exploration and production planning consultations.
7. To a) confirm the minutes of the Finance & Premises Committee meeting held on 20th September 2018 (Pgs: 18-22 & Appendix A) b) ratify the recommendations arising from that meeting and c) discuss any matters arising for information only.
8. To receive a verbal report from the Environmental Planning Committee meeting held on the 4th October 2018.
9. To receive a notice of motion from Cllrs Gary Lakin and John Brownrigg
“That this Council considers a proposal to hold quarterly meetings with the public based on a question and answer forum at venues in the Parish area – such venues to be decided and displayed on the Parish notice boards at least fourteen days prior to the meetings. We also propose that such meetings should commence in January 2019”.
Proposed by Cllr Gary Lakin Seconded by Cllr John Brownrigg
10. To receive a notice of motion from Cllrs Graham Oxley and Alan Hooper
“That this Parish Council ceases all capital expenditure until next May when a new Council will be elected. This is with particular reference to all spend on the Alan Greaves Community Room and includes all tendered works”.
Proposed by Cllr Graham Oxley and Seconded by Cllr Alan Hooper
11. To receive a notice of motion from Cllrs Alan Hooper and Graham Oxley
“That this Parish Council in the forthcoming period October 2018 to May 2019 prioritises its work as follows.
 1. To follow up any work required as identified from the ongoing review of Ecclesfield Parish Council.
 2. Setting an agreed Budget for the year 2019/2020.
 3. Work to move forward and examine a Parish Neighbourhood Plan and any benefits from the Community Infrastructure Levy.
 4. Preparation of a new website for the Council”

12. To consider adding the two new Councillors Gary Lakin and Paul Swift on to either the Finance Committee or Planning Committee
13. **Correspondence** – Items requiring a decision or response
14. **Accounts** – To approve the accounts presented for payment
15. **Local Events** – Chair to report

Yours faithfully

Tara Ball

Mrs Tara Ball
Clerk & Responsible Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING
6 SEPTEMBER 2018

Present: Cllrs G Weatherall (Chairman), M Appleby, Mrs A Brownrigg, J Brownrigg, Mrs D Fearnley, Mrs A Gethin, A Hooper, J Housley, G Lakin, D Ogle, G Oxley, D Pepper and Mrs Z Sykes

In Attendance: Mrs Tara Ball, Clerk and Responsible Financial Officer and Mrs G Kress, Administration Officer and Miss L Tickle, Administration Assistant

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

The Chair introduced Sarita Pressland who is a representative from the company who will be carrying out the Independent Review, she attended the meeting as an Observer.

The Chair said he would like to bring item 13 forward on the agenda and welcome the newly appointed Clerk Mrs Tara Ball.

The Chair asked the members of the public if anyone had any questions they wished to raise.

One resident informed the meeting that she had met with the retired Clerk Mr David Morton, Cllr Weatherall and the Administration Officer and said it had been a positive meeting. She informed the meeting of the answers to the questions she had raised. She had been happy that she had received a full response to her questions. She had suggested purchasing accounting software and this is something that the new Clerk will be looking into over the next few months. She stated that she has asked for another meeting in November and the Chair acknowledged this.

A further resident stated that she had received a response to various questions raised at the last meeting and read out a statement. The Chair thanked her for her comments.

19/80 – To receive apologies for absence from members and to consider the reasons for absence

Apologies were received from Mrs K Granger and the reason for absence was approved by the Council.

19/81 – (a) To 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

Cllr G Lakin handed in his Declaration of Interest Form.

19/82 – To identify any items for discussion which may require the exclusion of the press and public

The Chair and the Clerk discussed item 4 on the agenda and asked all members of Council whether they wished to discuss and vote for the candidates for the position of Councillor for the Chapeltown Ward in the public domain. It was agreed that this vote be carried out in public.

19/83 – To consider candidates for the position of Councillor for the Chapeltown Ward

Four applicants had applied for the position of Councillor for the Chapeltown Ward, these being Alec Henstock, Mick Gethin, Ann Whitaker and Paul Swift. All four candidates were given the opportunity to present their case and their applications were displayed on screen at the time of the presentation.

The votes were taken and recorded as follows:-

Vote 1 – Mr A Henstock 4, Mr M Gethin 4, Mrs A Whitaker 0, Mr P Swift 5

Vote 2 – Mr A Henstock 4, Mr M Gethin 3, Mr P Swift 6

Vote 3 – Mr A Henstock 4, Mr P Swift 7

RESOLVED:- That the Parish Council co-opt Paul Swift as Councillor for the Chapeltown Ward until the elections in May 2019.

The Chair thanked all the candidates for applying for the position and for attending the meeting to give their presentations. Cllr P Swift signed his Declaration of Acceptance of Office and was invited to join the other Councillors at the table.

19/84 – To a) approve the minutes of the Parish Council meeting held on 5 July 2018 (pages 1-4 and Appendix A and B and b) discuss any matters arising from the minutes for information only

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

19/85 – To a) discuss the minutes of the Environmental Planning Committee meeting held on 5 July 2018 (pages 6-7 and 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.

Cllr Hooper gave a brief update on the planning application on Wheel Lane which will be considered by the Planning Board at Sheffield City Council at the end of September. The Planning Committee at Ecclesfield Parish Council had supported the residents in their objections.

19/86 – To a) confirm the minutes of the Staffing Sub-Committee meeting held on 12 July 2018 (page 10) 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.

19/87 – To a) confirm the minutes of the Special Finance Committee meeting held on the 12 July 2018 (page 11) 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.

19/88 – To a) confirm the minutes of the Environmental Planning Committee meeting held on 19 July 2018 (pages 12-13 and Appends A & B and 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.

19/89 – To a) confirm the minutes of the Finances and Premises Committee meeting held on the 19 July 2018 (pages 16-17 and Appendix A 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. Cllr Mrs Z Sykes stated that with regard to minute 19/42 the guidelines for the GDPR regulations restrict minors being recorded. She said that she is in the process of rewriting a draft summons in line with GDPR Regulations. Cllr Ogle stated that this is a job for the Clerk to do, the Chair said that the draft will be passed to the Clerk who will then pass it to the Planning and Finance Committees first for consideration and then for approval by Full Council.

19/90 – To a) confirm the minutes of the Environmental Planning Committee meeting held on 9 August 2018 (page 19 and 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. Cllr J Housley updated members on item 19/31 – ramp at Methodist Church – this is now in place.

19/91 – To a) approve the minutes of the Extraordinary Parish Council meeting held on 9 August 2018 (pages 23-25 and Appendix A & B and b) discuss any matters arising from the minutes for information only

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

19/92 – To a) approve the minutes of the Staffing Sub-Committee meeting held on the 14 August 2018 (page 26) and b) approve any recommendations arising from the meeting and c) discuss any matters arising for information only

Cllr D Ogle stated that he felt that as members of the public had not been made aware of the meeting it was illegal and that it had been referred to the Legal Governance Department. The Chair stated that legal advice had been sought from both the YLCA and also Sheffield City Council prior to the meeting and therefore the meeting had taken place.

RESOLVED: That the minutes of the meeting be approved as a correct record of the meeting – the Chair requested a vote and 8 were in favour of the decision and there were 4 abstentions.

19/93 – To receive a verbal report from Planning and Environment Committee held earlier this evening – Chairman of Committee to report

Cllr Mrs A Gethin reported that six planning applications had been considered, no objections had been received for three of the applications and the Committee could see no grounds for objection. Three additional applications had been considered and objections had been received – these were 18/02848 - Greno Lodge, 18/02950 – Norfolk Arms and 18/03037 Aldrich's Station Road. The Committee support the residents comments and responses were to be sent to the Planning Department. A Licensing Application had been received for the Co-op on Greengate Lane. Cllr G Oxley commented that work has already commenced on Station Road.

19/94 – To discuss Ecclesfield Parish Council Neighbourhood Plan – Cllr D Ogle

Cllr D Ogle enquired why the Parish Council did not have a Neighbourhood Plan. The Chair responded to say that this had been raised in previous years and that it was something that the Parish Council wished to do. There is a large cost involved in carrying out a Neighbourhood Plan and nothing has been budgeted for and also there are insufficient man hours to carry out such a large task.

Cllr A Hooper enquired whether it is a Neighbourhood Plan for the whole Parish and suggested that the best way to take this forward would be to invite Paul Gordon from Sheffield City Council to a meeting to explain the process of carrying out a neighbourhood plan. Cllr J Housley stated that he had previously been to a workshop at Bradfield Parish Council. It was agreed that this item be added to the agendas for both the Finance meeting and Planning at some time in the future for further consideration once information about Neighbourhood Plans has been sought.

19/95 – To discuss Freedom of Information Requests – Cllr D Pepper

Cllr Pepper requested that all responses to Freedom of Information requests be circulated to all Councillors as the information received is being brought up in meetings. The amount of Freedom of Information Requests has increased and the Chair agreed to seek advice from the YLCA on the circulation of FOI requests.

19/96 – To discuss the use of Council Chambers/Community Room

Cllr D Ogle stated that both himself and Cllr Mrs A Brownrigg have enquired about the use of the Council Chambers and Community Room. Cllr Mrs A Brownrigg asked that the policies be reviewed as to who can and cannot use these rooms. The Chair stated that a review is due to take place and these policies will be reviewed after recommendations are received.

19/97– Correspondence – Items requiring a decision or response

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

Item 5 – Cllr J Brownrigg asked that the letter Sheffield City Council regarding the Independent Review by Hoey Ainscough Associates Ltd be displayed on screen. This letter had been sent to all Parish Councillors.

Cllr J Brownrigg enquired why the letter from the Locum Clerk following her unsuccessful interview had not been put onto the correspondence list.

The letter had not been sent into the Admin Team and they were therefore unaware of the letter.

19/98 – Accounts – To approve the accounts presented for payment

Payable to	Amount	Payment details	Payment made under
Sheffield City Council	£65.00	NNDR payment Community Room	L.G. Act 1972 s111
AOL	£26.37	Talk Talk	L.G. Act 1972 s111
High Green Development Trust	£65.00	Sandwiches for shortlisting and interview days	L.G. Act 1972 s111
1 st Call Com Ltd	£124.81	Telephone bill 1-30 June 2018	L.G. Act 1972 s111
St Saviours Community Project	£500.00	Grant towards funding the food bank	L.G. Act (Miscellaneous Provisions) Act 1976 s19
Don District Explorers	£700.00	Grant towards Scouts Jamboree	L.G. Act (Miscellaneous Provisions) Act 1976 s19

COUNCIL MINUTES 6 SEPTEMBER 2018

Ricoh UK	£140.64	10 boxes of photocopying paper	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£19.14	Stationery items	L.G. Act 1972 s111
Look Local Ltd	£120.00	Yorkshire Day advertisement	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£181.55	Stationery items	L.G. Act 1972 s111
Yorkshire Purchasing Organisation	£105.50	Stationery items	L.G. Act 1972 s111
Yorkshire Water	£45.60	Water supply for Chapeltown toilets	Public Health Act 1936 s87
British Gas	£144.27	Gas supply 14 Feb- 15 May Community Room	L.G. Act 1972 s111
Zurich Municipal Insurance	£1,837.66	Annual Insurance Premium	L.G. Act 1972 s111
Look Local Ltd	£120.00	Yorkshire Day advertisement	L.G. Act 1972 s111
O2	£26.83	Clerk's mobile phone	L.G. Act 1972 s111
Microsoft Ireland	£676.80	4 Licence fees for Microsoft Office 365 and One Drive	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Chapeltown toilets June maintenance	Public Health Act 1936 s87
Facility Maintenance Solutions Ltd	£144.00	Defibrillator maintenance June	L.G. Act 1972 s111
Yorkshire Water	£130.33	Water supply Council office and community room	L.G. Act 1972 s111
Administration Officer	£150.00	Transfer to petty cash account	L.G. Act 1972 s111
Staff	£4,768.37	Net salaries July 2018	L.G. Act 1972 s111
HMRC	£741.13	Tax and NI payments July 2018	L.G. Act 1972 s111
SYPA	£702.33	Pension contributions July 2018	L.G. Act 1972 s111
Sheffield City Council	£65.00	NNDR payment Community Room	L.G. Act 1972 s111
AOL	£26.37	Talk Talk	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£50.00	Installation of defib at Ecclesfield Library	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£168.00	Defibrillator maintenance July 2018	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Cleaning and maintenance of Chapeltown toilets July 2018	Public Health Act 1936 s87
1 st Call Com Ltd	£125.80	Telephone bill 1-31 July 2018	L.G. Act 1972 s111
Yorkshire Internal Audit Services	£310.00	Final internal audit visit 2017/2018	L.G. Act 1972 s111
Chapeltown Silver Prize Band	£185.00	Providing music for Yorkshire Day (part of grant allocation)	L.G. Act (Miscellaneous Provisions) Act 1976 s19
Sheffield Alarm Centre	£85.00	Installation of fused spurs for defibrillator at Ecclesfield Library	L.G. Act 1972 s111
O2	£26.83	Mobile phone bill for Clerk	L.G. Act 1972 s111
Woskow Brown	£46.00	Land Registry fees for Chapeltown Baths site	L.G. Act 1972 s111
Mensa Printers	£823.20	400 A4 calendars	L.G. Act 1972 s111
Friends of Ecclesfield Park	£1,000.00	Grant for War Memorial Boards	War Memorials (Local Authorities' Powers) Act 1923 s1; as extended by Local Government Act 1948 s133
Staff	£3,375.41	Net salaries August 2018	L.G. Act 1972 s111
HMRC	£537.88	Tax and NI August 2018	L.G. Act 1972 s111
SYPA	£702.33	Pension contributions August 2018	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£300.00	Removing and repositioning anvil stones from Chapeltown Baths site	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£155.60	Clearing manhole blockage at Chapeltown toilets bricks and rubble	Public Health Act 1936 s87
Sheffield City Council	£65.00	NNDR payment Community Room	L.G. Act 1972 s111
AOL	£26.37	Talk Talk	L.G. Act 1972 s111

COUNCIL MINUTES 6 SEPTEMBER 2018

Sage	£104.28	Box of blank payslips	L.G. Act 1972 s111
Look Local	£272.14	Invoice for Co-option of Councillor Advertisement	L.G. Act 1972 s111
One Stop Managed Waste Solutions	£165.05	Waste disposal 1/10/2018 to 31/12/2018	L.G. Act 1972 s111
O2	£26.83	Mobile phone bill for Clerk	L.G. Act 1972 s111
Sheffield City Council	£5,390.05	Cost of Parish By Election for Thorncliffe Ward	L.G. Act 1972 s111
Sheffield City Council	£546.73	Legal support to Parish	L.G. Act 1972 s111
British Gas	£76.65	Gas supply Community Room 16 May to 13 August 2018	L.G. Act 1972 s111
British Gas	£7.56	Gas supply Council offices 15 May 2018 to 13 August 2018	L.G. Act 1972 s111
Ricoh UK Ltd	£70.21	Photocopying charges 1 May 2018 – 31 July 2018	L.G. Act 1972 s111
Facility Maintenance Solutions	£80.00	EPC Maintenance works	L.G. Act 1972 s111
Npower	£268.93	Electricity supply Council offices 1/5/2018 to 1/8/2018	L.G. Act 1972 s111
YLCA	£230.00	Conference fees for Clerk and Chairman to attend YLCA event	L.G. Act 1972 s111
Firecrest UK Ltd	£1,795.26	Fire alarm works, doorgards and extra fire extinguishers	L.G. Act 1972 s111
SLCC	£118.80	ILCA Qualification registration for the Clerk	L.G. Act 1972 s111
Npower	£73.72	Electricity supply Chapeltown toilets 23/5/2018 to 17/8/2018	Public Health Act 1936 s87
Npower	£85.90	Electricity supply Community Room	L.G. Act 1972 s111
Facility Maintenance Solutions	£519.00	Chapeltown toilets August maintenance	Public Health Act 1936 s87
Facility Maintenance Solutions	£192.00	Defibrillator maintenance August	L.G. Act 1972 s111
1 st Call Com Ltd	£122.22	Telephone bill 1-31 August 2018	L.G. Act 1972 s111
B Turvill	£500.00	Bungee trampoline (part of grant for High Green in Bloom event)	L.G. Act (Miscellaneous Provisions) Act 1976 s19

19/99 – Local Events – Chairman and/or Members to report

The Chair said that he had attended the High Green in Bloom Party in the Park and Ecclesfield Gala which had been very well attended and were very enjoyable days. The Chair thanked all Councillors who had attended and helped out at the Parish Council stall. He stated that the Archive Project display attracted many positive comments.

APPENDIX A

COUNCIL CORRESPONDENCE – 6 SEPTEMBER 2018						
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	No.
23/07/2018	NALC	NALC newsletter	email	06/09/2018		1
24/07/2018	M&G Investments	Quarterly Charifund Statement for Grenoside Exhibition Fund	letter	06/09/2018		2
24/07/2018	YLCA	Chief Executive Bulleting week Commencing 23 July	email	06/09/2018		3
25/07/2018	St Mark's church	Grenoside News	Magazine	06/09/2018		4
06/08/2018	Gillian Duckworth SCC	Letter re Hoey Ainscough Associates Ltd	e-mail	06/09/2018		5
06/08/2018	YLCA	NALC Revised GDPR toolkit	e-mail	06/09/2018		6
06/08/2018	YLCA	NALC Chief Executive's Bulletin	e-mail	06/09/2018		7
07/08/2018	Soar Community	Minutes of Chapelgreen Community Partnership meeting 2 May 2018	e-mail	06/09/2018		8
09/08/2018	YLCA	Government Shale Gas exploration and production planning consultations	e-mail	06/09/2018		9
09/08/2018	YLCA	Green Paper for Adult Social Care and Well being	e-mail	06/09/2018		10
09/08/2018	South Yorkshire Police & Crime Panel	Police and Crime Panel report 2017-2018	e-mail	06/09/2018		11
09/08/2018	SYLTE	Supertram fare changes 26 August 2018	e-mail	06/09/2018		12
09/08/2018	Home Instead	Alzheimers Disease - Free family education workshop 14 August 2018	poster	06/09/2018		13
09/08/2018	Resident	FOI request	e-mail	06/09/2018		14
13/08/2018	St Marys Church	News & Views August 2018	booklet	06/09/2018		15
13/08/2018	Local Councils Update	August issue 2018	Magazine	06/09/2018		16
13/08/2018	Countryside Voice	Summer issue 2018	Magazine	06/09/2018		17
13/08/2018	CPRE	CPRE Campaigns update	email	06/09/2018		18
14/08/2018	Resident of Grenoside	Update on Grenoside War Memorial fund	e-mail	06/09/2018		19
14/08/2018	Community First Yorkshire	Membership renewal	e-mail	06/09/2018		20
15/08/2018	Friends of Grenoside Park	Invitation to Celebration event 15 September	e-mail	06/09/2018		21
16/08/2018	YLCA	NALC Chief Executive's Bulletin	e-mail	06/09/2018		22
20/08/2018	Soar Community	Project Coordinator Vacancy	e-mail	06/09/2018		23
22/08/2018	YLCA	White Rose Update August 2018	e-mail	06/09/2018		24
28/08/2018	Paul Gordon SCC	Draft Sheffield Plan Parish Council Workshop	e-mail	06/09/2018	06/09/2018	25
29/08/2018	NALC	NALC newsletter	e-mail	06/09/2018		26
29/08/2018	YLCA	GDPR Toolkit updated	e-mail	06/09/2018		27

APPENDIX A

29/08/2018	YLCA	NALC Chief Executive's Bulletin	e-mail	06/09/2018		28
30/08/2018	St Mark's church	Grenoside News	booklet	06/09/2018		29
03/09/2018	Sheffield City Council	Sheffield Heart of the City II Block B and C Proposals	letter	06/09/2018		30
03/09/2018	Cllr Weatherall	The Armed Forces Covenant in Yorkshire	e-mail	06/09/2018		31
03/09/2018	Friends of Grenoside Park	Celebration event 15 September 2018	e-mail	06/09/2018		32
05/09/2018	Sheffield City Council	Sheffield e-newsletter	e-mail	06/09/2018		33
06/09/2018	Local Councils Update	September 2018 issue	Magazine	06/09/2018		34

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 6 SEPTEMBER 2018

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

In Attendance: Mrs Tara Ball, Clerk and Responsible Financial Officer, Mrs G Kress, Administration Officer and Miss L Tickle, Administration Assistant

No apologies were received for absence.

There was one member of the public present.

19/32. To receive any declarations of personal and/or disclosable pecuniary interests (DPI) from members on items to be discussed at this meeting
There were none received.

19/33. To identify items for discussion which may require the exclusion of the press and public
There were none received.

19/34. Planning Proposals – to consider applications received
Six planning applications had been received for consultation as per Appendix A. There were no objections on the City Council website for three of the applications, but objections had been received on the City Council website in relation to the following applications:

18/02848/FUL – Greno Lodge, 50 Greno Gate, Sheffield, S35 8NY
The Committee considered the application and have the following objections:
This application will cast shade onto neighbouring properties.
There are bats in the current garage and this will require a bat survey.
Not within keeping in Grenoside Conservation Area.
The size and scale of the application will have an impact on the aspect and view.
The site plan for this application is inaccurate.
The Planning Committee fully supports the neighbours' objections and will submit their Consultee comments on the City Council website.

18/02950/FUL – Norfolk Arms, 8 Penistone Road, Grenoside, Sheffield, S35 8GQ
Several objections were received with regards to this planning application from neighbouring properties, of which, light and noise pollution and car parking issues being the main objection.

The Committee considered the application and did agree with the neighbours' objections but were not objecting to the development being aware of the closure of many public houses in the area.

The lights would illuminate the land at this property and surrounding properties, so the Committee would like to know if the heights of the wall will be amended and there be controlled lighting so that residents won't be affected by them.

The Planning Committee fully supports the neighbours' objections and will submit their Consultee comments on the City Council website.

18/03037/FUL Aldrich's 53-57 Station Road, Chapeltown, Sheffield, S35 2XE
The Committee considered the application and have the following objections:
There is already limited parking space at the back of this property and due to the volume of the planning application there doesn't seem adequate space for proposed application for parking.

There is are concerns in relation to the access to the property entering onto a main road. The Planning Committee fully supports the neighbour objection and will submit their Consultee comments on the City Council Website.

The Committee considered the other three plans and could see no reasonable planning grounds on which to object to the applications and therefore requested that the Consultee comments be submitted to this effect.

Consultee comments to be submitted to this effect

19/35. Licence Applications –

102 Greengate Lane, High Green, Sheffield, S35 3GY The Committee considered the licence application and could see no grounds for objection to this application. The Committee therefore requested that a response be sent to the Licensing Department to this effect.

Response to be sent to Licensing Department

19/36. Correspondence – to consider items requiring a reply or a response

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

Item 1 – The Wheel Lane development at Grenoside, this planning application is due to go the Sheffield City Council Planning board on the 25th September 2018. A representative of the Planning Committee will be going to the meeting on the 25th September 2018.

Item 7 – An email had been received in from a resident with regards to a bus shelter on Mortomley Lane in High Green. This bus shelter is no longer used due to the re-routing of buses and is constantly being vandalised and is attracting anti-social behaviour. Cllr D Ogle has also reported this issue to the Council. The Committee requested that a letter be sent to SYPTE and South Yorkshire Police making them aware of this issue.

Cllr J Brownrigg asked the Chair regarding planning application 15/02089/FUL – The Common, Ecclesfield, erection of a play/store room. It was agreed that a further letter be sent to Sheffield City Council, Planning Department.

APPENDIX A

PLANNING LIST – 6 SEPTEMBER 2018						
PLAN NO/ RESPOND BY	FUL/ OUT	DATE RECEIVED	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DECS	COMM. DATE
18/02871 30.8.18	FUL	1 9.8.18	15 NETHER LEY COURT, SHEFFIELD S35 1AF ERECTION OF A TWO STOREY DETACHED GARAGE WITH EXTERNAL STAIRS TO FIRST FLOOR	N/CONSULTED	NO OBJECTIONS	6.9.18
18/02848 5.9.18	FUL	2 15.8.18	GRENO LODGE, 50 GRENO GATE, SHEFFIELD, S35 8NY DEMOLITION OF GARAGE AND ERECTION OF NEW REPLACEMENT GARAGE	N/CONSULTED	SUPPORT RESIDENTS OBJECTIONS	6.9.18
18/02950 5.9.18	FUL	3 16.8.18	NORFOLK ARMS, 8 PENISTONE ROAD, GRENOSIDE, SHEFFIELD, S35 8QG DEMOLITION OF REAR CONSERVATORY AND ERECTION OF NEW SIDE/REAR CONSERVATORY USE OF FIRST FLOOR STORE AS BAR, FUNCTIONS KITCHEN AND STAFF ROOM USE OF OUTBUILDING AS BAR TRADE AREA AND ERECTION OF LINK BLOCK EXTENSION BETWEEN PUBLIC HOUSE AND OUTBUILDINGS AND USE OF ADJOINING LAND AS ADDITIONAL CAR PARKING ACCOMMODATION	N/CONSULTED	SUPPORT RESIDENTS OBJECTIONS RE LIGHT POLLUTION	6.9.18
18/02715 6.9.18	FUL	4 16.8.18	MORRISONS SUPERMARKET, 299 THE COMMON, SHEFFIELD, S35 9WJ INSTALLATION OF NEW TIMPSON'S RETAIL UNIT	NO N/CONSULTED AS PER SCC	NO OBJECTIONS	6.9.18

APPENDIX A

<p>18/03037 13.9.18</p>	<p>FUL</p>	<p>5 24.8.18</p>	<p>ADLRICH'S 53-57 STATION ROAD, CHAPELTOWN, SHEFFIELD, S35 2XE ALTERATIONS TO EXISTING BUILDING TO FORM 2x RETAILS UNITS, 5x 1 BED APARTMENTS AND 4x WORKSHOPS INCLUDING ERECTION OF REAR DORMER WINDOWS</p>	<p>N/CONSULTED</p>	<p>SUPPORTS RESIDENTS OBJECTIONS RE PARKING ISSUES</p>	<p>6.9.18</p>
<p>18/03140 13.9.18</p>	<p>FUL</p>	<p>6 24.8.18</p>	<p>3 IRONSTONE CRESCENT, SHEFFIELD, S35 3XT DEMOLITION OF CONSERVATORY AND ERECTION OF SINGLE-STOREY REAR EXTENSION</p>	<p>N/CONSULTED</p>	<p>NO OBJECTIONS</p>	<p>6.9.18</p>

APPENDIX B

PLANNING CORRESPONDENCE – 6 SEPTEMBER 2018						
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	No.
14/08/2018	Cllr Sykes	Wheel Lane Development	e-mail		06/09/2018	1
14/08/2018	Licensing Department	Go Local Greengate Lane	e-mail		06/09/2018	2
15/08/2018	Cllr Weatherall	Proposed 7.5 Tonne Environmental Weight Restrictions	e-mail		06/09/2018	3
17/08/2018	Licensing Department	Formal consultation on the Gambling Act Statement of Principles (Policy)	e-mail		06/09/2018	4
22/08/2018	CTIL Telefonica UK Ltd	Proposed upgrade to base station installation at CTIL Starnhill Close, Ecclesfield	e-mail		06/09/2018	5
28/08/2018	Paul Gordon SCC	Draft Sheffield Plan Parish Council Workshop	e-mail	06/09/2018	06/09/2018	6
29/08/2018	Resident	Bus shelter on Mortomley Lane, High Green	e-mail		06/09/2018	7
03/09/2018	Vince Varnam SCC	North LAP Members Update	e-mail		06/09/2018	8
03/09/2018	Vince Varnam SCC	North Carriageway surfacing	e-mail		06/09/2018	9

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 20 SEPTEMBER 2018

Present were Councillors: Cllr A Gethin (Chair), M Appleby, Mrs D Fearnley, G Lakin (substituting for J Brownrigg), D Ogle and Mrs Z Sykes

In Attendance: Mrs Tara Ball, Clerk and Responsible Financial Officer and Mrs G Kress, Administration Officer

Apologies for absence (with valid reasons) were accepted from Cllrs J Brownrigg and A Hooper

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

19/37. To receive any declarations of personal and/or disclosable pecuniary interests (DPI) from members on items to be discussed at this meeting

There were none received.

19/38. To identify items for discussion which may require the exclusion of the press and public

There were no items identified which required the exclusion of the press and public.

19/39. Planning Proposals – to consider applications received

Three planning applications had been received for consideration as per Appendix A. No objections or comments had been received for two of the applications 18/03139 – 52 Town End Road and 18/02339 – 13 Park Avenue and the Committee could see no grounds for objection to either of them and therefore requested that comments be submitted to this effect.

The third planning application 18/03160 – Site of High Green Training Centre, Westwood Road – there were four comments on the City Council website. The Committee considered the plans and comments and also photographs taken by Cllr Gary Lakin which showed the narrow access road which enters the proposed development.

The Committee felt that the access road is far too narrow for anything other than single cars and therefore emergency vehicles and other larger vehicles would be unable to access the site. There would also be no room for a road and a footpath side by side. The Committee also felt that it would be an overdevelopment of the site as there are 21 parking spaces identified for 5 houses. The Committee stated that they wish to request that a site visit be made to assess the impact of the proposed development on neighbouring properties, particularly in respect of the access issues. The Committee also requested that the decision is made by the Planning Board rather than a delegated officer. The Committee would also like to be informed when the Board are considering this application in order that local Councillors can attend the meeting.

All comments to be submitted

The Committee asked that a letter be sent to the Head of Planning at Sheffield City Council asking that Ecclesfield Parish Council are notified of the dates of the Planning Board meetings when an application within the Parish is being considered in order that local Councillors can attend the meeting.

Letter to HOP at SCC

19/40. Licence Applications – none received to date

There were no Licence applications received for consideration.

19/41. 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 1 – YLCA - Government Shale Gas Exploration and Production Planning Consultations

The Chair raised this item which had originally been put on the correspondence list for the September Council meeting. She asked that the Parish Council should respond to the proposals in the document, the closing date being the 25 October 2018 for any comments to be received. She therefore asked that it be put on the Council agenda for comments to be made from the Parish Council. A copy of the e-mail to be sent to all Councillors again for information.

Response to be made

Item 2 – Neighbourhood Planning and Planning Support

An e-mail had been received from a specialist Company based in Manchester who have worked with groups on Neighbourhood Plans. Cllr D Ogle asked if a copy of the e-mail could be forwarded to him. It was agreed that Paul Gordon from Sheffield City Council be invited to speak to Councillors about how to conduct a Neighbourhood Plan and how it fits in with Sheffield City Council Development Plans. It was agreed that this be put on both Finance and Planning agendas for further discussion. A separate meeting may have to be held to discuss this subject with the officer from the City Council in due course.

Contact to be made with SCC re meeting

Item 4 – Clay Pigeon Shooting – Westwood New Road

A letter had been sent in from Angela Smith MP informing us that Barnsley Council have issued a Stop Notice and Enforcement Notice in relation to the shooting and motorcycle activities on site. E-mails have been sent to the residents who attended the planning meeting in April this year with a copy of the letter informing them of this.

Item 5 – Planning enforcement enquiry

The Chair read out the response received from the Planning Enforcement Team with regard to the garage on The Common, Ecclesfield. The Officer confirmed that what had been built was in accordance with the amended approval and therefore there is nothing further that the City Council can do. A request was made that a copy of the e-mail be sent to Cllr J Brownrigg who was not present at the meeting for information.

E-mail to Cllr Brownrigg

APPENDIX A

PLANNING LIST – 20 SEPTEMBER 2018						
PLAN NO/ RESPOND BY	FUL/ OUT	DATE RECEIVED	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
18/03139 17.9.18	FUL	1 29.8.18	52 TOWN END ROAD, SHEFFIELD, S35 9YY DEMOLITION OF REAR PORCH AND ERECTION OF A SINGLE/TWO-STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	20.9.18
18/02339 17.9.18	FUL	2 29.8.18	13 PARK AVENUE, CHAPELTOWN, SHEFFIELD, S35 1WH ERECTION OF FIRST-FLOOR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	20.9.18
18/03160 24.9.18	FUL	3 3.9.18	SITE OF HIGH GREEN TRAINING CENTRE, WESTWOOD ROAD, HIGH GREEN, SHEFFIELD, S35 4LE ERECTION OF FIVE DWELLINGS INCLUDING PROVISION OF ACCESS, PARKING AND LANDSCAPING WORKS	N/CONSULTED	SUPPORT OBJECTIONS RE ACCESS ISSUES	20.9.18

APPENDIX B

PLANNING CORRESPONDENCE – 20 SEPTEMBER 2018							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
09/08/2018	YLCA	Government Shale Gas exploration and production planning consultations	e-mail	06/09/2018	20/09/2018		1
13/09/2018	Troy Hayes Planning	Neighbourhood Planning and Planning Support	e-mail		20/09/2018	20/09/2018	2
17/09/2018	SYPTTE	Supertram fare changes 30 September 2018	e-mail		20/09/2018		3
18/09/2018	Angela Smith MP	Response re Clay Pigeon shooting Tankersley	e-mail		20/09/2018		4
18/09/2018	Planning Enforcement Team Leader SCC	Planning enforcement enquiry The Common Ecclesfield	e-mail		20/09/2018		5

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD ON THE 20 SEPTEMBER 2018

Present were Councillors: Cllr G Weatherall (Chair), M Appleby, Mrs A Gethin, G Lakin (substituting for Mrs A Brownrigg), G Oxley, D Pepper and Mrs Z Sykes

In attendance: Mrs Tara Ball, Clerk and Responsible Financial Officer and Mrs G Kress, Administration Officer and Miss Christine Handley, Archive Co-ordinator

Apologies for absence (with valid reasons) were accepted from Cllrs J Housley and Mrs A Brownrigg

There were three members of the public present at the meeting. The Chair enquired whether there were any questions from members of the public. One resident thanked the Chair for the meeting about the accounts for the year 2017-2018. She also enquired about the External Audit Report from BDO which are published on the Parish Council website.

Cllr D Ogle updated members on his boxing challenge with the Lord Mayor, he asked if Councillors would support him in this by sending in comments to Look Local or sending an e-mail to the Lord Mayor. The Chair stated that this was a personal matter between Cllr Ogle and the Lord Mayor.

He also reported on the graffiti removal in High Green and asked the Parish Council to put funds of £1,000 towards the cost of removal, the graffiti has increased around the Thorncliffe site. The Chair stated that Sheffield City Council will remove the graffiti free of charge if foul language has been used or there are racist comments posted.

19/45. To receive any declarations of personal and/or disclosable pecuniary interests (DPI) from members on items to be discussed at this meeting
There were none received.

19/46. 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 with the exception of the discussions regarding the grant applications when the Committee made their recommendations.

19/47. To confirm, for the periods ending April 2018 to August 2018 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) budget and management accounts (e) examination of Financial Transactions
The Clerk displayed the accounts on screen – normally they are shown only one month at a time but due to the sick leave of a staff member they had not been displayed on a monthly basis. The Locum Clerk had produced the payments and receipts schedules for May and June but asked that the other items be deferred as per the June Finance Minutes.

All the accounts for payment are listed in the master minutes every month. The Clerk stated that she is going to produce an income and expenditure sheet each month for approval. Cllr G Lakin felt that there was too much information to absorb on screen. Cllr G Oxley noted the amounts recorded for each bank account and felt that the Parish Council should investigate finding other British Bank Accounts for the Parish Council to

place their money with due to the £85,000 limit on bank accounts. The Administration Officer stated that Unity Bank was one of the banks who specifically deal with Parish Councils. The Chair stated that a large amount of money was due for payment to Sheffield City Council towards the Thorncliffe Baths following the completion of the sale of Chapelton Baths at the end of September.

RECOMMENDED: That the accounts as presented by the Clerk be approved. That the Clerk look at the various options for an additional bank account for the Parish Council.

19/48. To receive a report from Mike Shield on the Alan Greaves Community Room

Mr Shield said that he had been asked to look at the condition of the Community Room and it is not DDA compliant, the roof timbers are in poor condition, there is no storage for groups, the windows and doors need replacing, the heating and electrical system is out of date and the building is not linked to the main Council building. He presented various options for consideration to repair the building and rough costings for a new build. The Chair thanked Mr Shield for attending and giving the presentation.

The Chair said that a Working Party needs to be set up which in the first stages will be just for Councillors and Officers to attend to discuss the various options for the Community Room.

19/49. Applications for Financial Assistance

• 25th Sheffield (Ecclesfield) Scout Group

Two members of the Scout Group attended the meeting to inform members of their need for financial assistance. They are currently developing the grounds at the Scout Hut and want to make a camp fire circle. They want to purchase log seating for the camp circle and have stated that this will cost approximately £395.00. Members discussed their application and it was:-

RECOMMENDED:- That a grant of £400 be awarded with the Clerk being given delegated authority to negotiate the purchase of the logs in order that the Parish Council can legally claim back the VAT aspect of the purchase.

• Burncross Action Team

Two members of the Burncross Action Team attended the meeting to inform members of their need for financial assistance. They have recently won a Platinum Award from the RHS and brought a presentation on their laptop which is on the RHS website entitled "I can grow". They work with local school children in the wildlife garden and would like to purchase a heavy-duty gazebo in order that there is shelter if the weather is inclement. Members were given the opportunity to ask questions and they were asked whether they had got any quotes for the gazebo, Cllr D Pepper asked that they obtain quotations. Members discussed their application and it was:-

RECOMMENDED:- That a grant of £500 be awarded with the Clerk being given delegated authority to negotiate the purchase of the gazebo in order that the Parish Council can legally claim back the VAT aspect of the purchase.

19/50. To receive Grant Monitoring Forms

RECOMMENDED: That the five Grant Monitoring Forms be noted and accepted. Friends of Ecclesfield Park requested an electronic logo for the Parish Council in order that they can use it in their publicity material.

Electronic logo to be forwarded on to the group

19/51. To consider a request from Ecclesfield Library for a Parish Council board to be installed at the library and an additional board outside the Parish office

The Chair informed the Committee that he had received a request from Ecclesfield Library for a notice board to be placed at the library which they could also use for important notices to be displayed. The Chair also said that the notice board outside the Acorn public house needs to be replaced, the notice board at the junction of Middleton Lane and Wheel Lane is in a poor state of repair despite being renovated a year ago, also an additional notice board is required outside the Parish Council offices. The company that the previous boards were purchased from last year was Greenbarnes and they were of a very high quality, and it was:-

RECOMMENDED:- That a fresh quote be sought from Greenbarnes for four additional notice boards. The asset register would require amendment to include the additional notice boards once they are installed.

19/52. To consider the extension of the existing training budget to be extend to staff

The Clerk reported that additional money needs to be identified for staff training as well as the existing £500 which has up to now been used for Councillors training.

Cllr Pepper stated that the training budget has always been allocated for both Councillors and staff and if the spend went over budget then money would be transferred from other budget headings to cover the cost of additional training. It was therefore:-

RECOMMENDED: That the training budget be increased by £500 to cover the additional costs.

19/53. To approve the continuation of increased working hours for the Archiving Project Co-ordinator until the end of the review

The Chair stated that he wants to keep the Archive Co-ordinator on her extended hours until after the Review is over. The hours she is contracted to do is eight per week but she has been working an additional twelve hours per week as she has been helping the office during the long-term sick leave of a member of staff. It was therefore:-

RECOMMENDED: That the increased hours of the Archive Co-ordinator remain in place until after the Review is over as the work load will increase. All but one Councillor voted in favour of this, Cllr Lakin abstained from voting.

The Clerk said that it had been a difficult period for all staff due to the change of Clerks in recent months. The Chair stated that he is looking at the tone of e-mails that have been sent in to the office by individuals as these are taking a toll on the staff members.

19/54. To consider obtaining quotations for a new Parish Council website

The Chair stated that the website needs updating as it has been in existence in its current format since 2008. Cllr Swift had already offered help for this and it was agreed to wait until after the review and then:-

RECOMMENDED: That quotations be sought for the cost of a new website.

19/55. To consider obtaining quotations to update the Chairman's chain

The Chair stated that the chain needs updating as no additional names have been added to it since 2014. It has to go to a specialist company for updating and valuation and it was:-

RECOMMENDED: That a quotation be sought from PA Jewellery the company used last time.

19/56. To consider the request to purchase an additional statue for the War Memorial Grant scheme – Tommy's

The Archive Co-ordinator explained that she had been in correspondence with Sheffield City Council and they are willing to pay the cost of one Tommy Statue if the Parish Council purchase one at a cost of £750.00. They have sent in an invoice which includes the cost of £150.00 for installation. Cllr Oxley enquired whether the Royal British Legion are purchasing one for Chapeltown Park, this was unknown. It was suggested that the additional statue could be placed in High Green – as there is a Working Party for the High Green War Memorial. Councillor David Ogle and Gary Lakin asked if they could be added to the Working Party.

The Archive Co-ordinator also informed the Committee that the survey has been carried out at the Ecclesfield War Memorial, but the report has not yet been returned to Sheffield City Council.

19/57. To acknowledge the installation of Anvil Stones at Grenoside & Chapeltown Gardens as ownership of EPC

The Chair stated that the anvil stones which were used by file-makers have been removed from the Chapeltown Baths site and reinstalled in the Millennium Garden in Chapeltown and in the Grenoside Garden. At the Grenoside Garden site an interpretation panel has also been installed at the side of the anvil stone which explains what its purpose was.

19/58. To review the Substitute members policy

The Clerk explained that advice had been sought of the YLCA about the use of substitutes for meetings as very few other Parish Councils use this system. The Clerk stated that the current system will remain in place until after the review.

19/59. To consider obtaining quotations for a security gate at Chapeltown toilet/utility door

The Chair reported that vandals had been trying to access the door at the back of the building. Facility Maintenance Solutions had said that the best way to protect it would be to have a metal security gate fitted over the door to protect the equipment in the room.

RECOMMENDED: That a quote be sought from a suitable company for the installation of a metal security gate.

19/60. To consider the purchase of a new event shelter

The Chair stated that at the recent events in Mortomley Park and Ecclesfield Park the Parish Council gazebo was used. This is an old gazebo which is very heavy to construct and take down and suggested a pop-up gazebo be purchased for future events. Cllr Gary Lakin enquired whether the old gazebo could be donated should a new one be purchased. Cllr Zoe Sykes suggested "Go Outdoors" as she is able to get a discount but it was agreed that several quotations be sought. It was:-

RECOMMENDED: That three quotations be sought for a new Parish Council gazebo.

19/61. Correspondence

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

Before the end of the meeting Cllr D Pepper stated that policies need to be put in place for the safety of the staff, the Clerk responded that she is already working on these. He requested that consideration be given to the installation of a door at the bottom of the office stairs. The Clerk was requested to seek recommendations from a Safety Officer at the City Council.

APPENDIX A

FINANCE CORRESPONDENCE – 20 SEPTEMBER 2018

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	Cttee
30/08/2018	25th Sheffield (Ecclesfield) Scout Group	Application for financial assistance	application			20/09/2018	Agenda item
30/08/2018	Burncross Action Team	Application for financial assistance	application			20/09/2018	Agenda item
23/07/2018	Ecclesfield Gala Committee	Grant monitoring form	form			20/09/2018	Agenda item
06/08/2018	Friends of Chapeltown Park	Thank you for grant with grant monitoring form	e-mail			20/09/2018	Agenda item
19/09/2018	South Yorkshire Scouts	Grant monitoring form	e-mail			20/09/2018	Agenda item
03/09/2018	Friends of Ecclesfield Park	Thank you for grant	letter			20/09/2018	Agenda item
14/08/2018	Chapelton Hockey Club	Thank you for Grant letter	letter			20/09/2018	Agenda item
13/09/2018	Ecclesfield Primary School	Grant application form	application			20/09/2018	1
13/08/2018	YLCA	One Day Conference 28 September 2018	e-mail			20/09/2018	2
14/08/2018	Cllr Pepper	Update Grenoside War Memorial	e-mail			20/09/2018	3
30/08/2018	Black Rock	Annual Report of investment funds Grenoside Exhibition Account Charity	letter			20/09/2018	4
13/09/2018	Troy Hayes Planning	Neighbourhood Planning and Planning Support	e-mail		20/09/2018	20/09/2018	5
13/09/2018	YLCA	South Yorkshire Branch meeting 3 October	e-mail			20/09/2018	6