



Ecclesfield Parish Council

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To all Members of the Parish Council

SUMMONS

28 June 2019

Dear Sir/Madam,

You are respectfully summoned to attend the Council Meeting of the Parish Council to be held at **7.00pm on Thursday 4 July 2019** at the Council Offices, Mortomley Lane, High Green.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the Public and press may attend the meeting.

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 had 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.

Yours sincerely

Councillor T Bawden
Proper Officer to the Council

To: All Councillors

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. **Public Participation**
To receive questions from the public to Council
 5. **Presentation from Joshua Cope**
To consider a new logo for Ecclesfield Parish Council
 6. **Minutes of previous meetings**
 - 6.1 To consider approval of the minutes of the Council meeting held on the 4 April (deferred from the last meeting of Council) (attached)
 - 6.2 To consider approval of the minutes of the Staffing Committee held on 6 June 2019. (attached)

Recommendation: That Council approve the Terms of Reference for the Staffing Committee.

 - 6.3 To consider approval of the minutes of the Council meeting held on 6 June 2019. (attached)
 7. To consider lobbying for the installation of fibre optic broadband for High Green (as agreed at the last Council meeting).
 8. The review of the Standing Orders and Financial Regulations would be considered at the Finance Committee meeting on the 18 July 2019.
 9. To consider adoption of the reviewed Grant Application Policy (attached)
 10. **Correspondence** – to consider items requiring a reply or a response
 - 10.1 YLCA white rose update – available on the councillor secure area of the website (attached)
 - 10.2 To receive the update from YLCA on the Accessibility Regulations, 2018 (attached)
 11. **Financial matters:**
 - 11.1 Bank Balances up to 5 June 2019:

Community Direct Plus Current Account (inc Precept received)	£194,042.48
Community Direct Plus Imprest Account	£ 29,184.50
Deposit Bank Account	£ 5,642.04
Scottish Widows Bank Account	£144,834.28
 - 11.2 To approve retrospectively the payments for invoices outstanding for June 2019. (attached)

- 11.3 Cooperative bank mandate has been sent for amending the signatories for the bank accounts. The bank mandate was sent to Scottish Widows to amend the signatories however the previous signatories need to sign the mandate before the amendments can be made.
- 11.4 Chairman's allowance 2018/19 balance of £646.00 did not have the Civic Occasion fees taken from the allowance. The balance paid is £533.78 not £646.00 as previously stated.
12. **Annual Governance and Accountability Return (AGAR)**
- 12.1 The Advisor to Council met with the Internal Auditor to complete the Year End. To authorise the completion of Section 1 of the AGAR 2018/19, to be completed and signed and dated by the Chairman and Advisor to Council (Acting Clerk) of the Council.
- 12.2 To authorise the completion of Section 2 of the AGAR 2018/19, to be signed by the Advisor to Council (Acting Clerk) and the Chairman of the Council noting the report of the Internal Auditor (to follow) and comments in the report. Once the documentation has been signed it will be sent to the External Auditor, by the 8 July 2019.
13. To consider purchasing G-Suite to allow all councillors secure access to shared confidential documents and to provide a generic email address at a cost of £1,176.00 per annum from the Admin Budget 2019/20.
14. To consider having a new Website for the Council at a cost of £599.00 plus an annual hosting and support cost of £300.00 from the Admin Budget 2019/20.
15. **Grants to be considered:** (full applications available on the Cllrs secure page of the website):
- 15.1 High Green in Bloom - £375.00
- 15.2 Stronger Minds Together - £1,560
- 15.3 High Green Villa Football Club - £1,720
- 15.4 Grenoside Community Association - £1,980
- 15.5 Grenoside Bowling Club - £569.80
- 15.6 Thorncliffe Football Club - £488.00
16. To receive a notice of motion from Cllrs Gary Lakin and Alec Henstock
 "That this Committee considers a proposal to allocate the whole of the Community Infrastructure Levy (CIL) received in 2019 by Ecclesfield Parish Council for the benefit of the improvement of the parks in the Parish area."

Proposed by Cllr Gary Lakin and Seconded by Cllr Alec Henstock.

17. **To receive updates from Councillors on the following:**

- 17.1 Community Engagement
- 17.2 EPC Implementation Plan
- 17.3 SCC Standards Committee
- 17.4 Ann Reresby Trust
- 17.5 Grenoside Advisory Body
- 17.6 Ecclesfield Charities

- 17.7 Ecclesfield Civil Parish Archiving Project
- 17.8 High Green Health Network

18. To consider additional noticeboards in the Parish as discussed at the last meeting.

19. **Councillor Training**

19.1 To provide feedback from the Training held on the 29 June 2019.

19.2 Council to consider any further requests from councillors for training with YLCA, from the Training Budget 2019/20.

20. **Work Experience 1-5 July 2019**

The Chairman of Council was approached by the local School and agreed to invite a student to complete work experience with the Office staff. This had happened in previous years.

21. **Closure and date of next meetings:**

Planning Committee – 6.30pm – 18 July 2019

Finance / Premises Committee – 7.30pm – 18 July 2019

Planning Committee – 6.30pm – 8 August 2019

Finance / Premises Committee – 7.30pm – 8 August 2019

Council 7.00pm – 5 September 2019

Planning Committee – 6.30pm – 19 September 2019

Finance / Premises Committee – 7.30pm – 19 September 2019