



Draft minutes are subject to approval at the next Full Council meeting.

**Draft Minutes of a Remote Meeting of Ecclesfield Parish Council held
on Thursday 5 November 2020 via Zoom Video Conference**

The main meeting Commenced: 7.00pm - Concluded: 8.43 pm

Councillors Present. John Housley [Chairman], John Brownrigg [Vice-Chairman], Victoria Bowden, Anthea Brownrigg, Alan Hooper, Carol Levery and David Ogle.

Absent Councillors. Terence Bawden, Paul Brunt, Tracy Grantham, Kate Guest, Gary Lakin, James Swift and Paul Swift.

Officer. Andrew Towleron – Parish Clerk/RFO [minute taker].

Members of the Public. Six members of the public. The Clerk explained that the meeting appeared to be the subject of a 'phishing attack'. He was receiving numerous requests to join the meeting from people the names of whom he did not recognise. He had already had to remove some people due to their behaviour including offensive language. This also appeared to be causing intermittent connectivity issues with him joining the meeting.

Immediately before the main meeting there was two presentations:

1. Presentation by Mick Appleby on the Chapel Green Advice Centre

Mick Appleby gave a presentation on the important work of the Chapel Green Advice Centre. He explained that the Centre offered independent and free advice and information on a range of issues, including benefits, housing rights, disability and employment in the Parish. He reported that there had been a significant increase in the demand for its services during the COVID-19 pandemic. He thanked the Council for the much needed £9K annual grant it provided. Adding that financial and physical resources remain a constant issue and concern. A member of the public then offered to assist the Centre with accessing grants. That the Centre could always apply to the Council for additional funding to support suitable activities was emphasised. A general discussion then took place on the work of the Advice Centre. Mick Appleby was commended on the excellent and much needed work of the Advice Centre.

2. Presentation by Ed Brown on proposed Covid Memorial, Chapeltown

The Chairman explained that Ed Brown was unfortunately unable to attend due to ill health. The Chairman did have a copy of his presentation, which he then presented. He explained that the proposal was to have a Covid Memorial in the parish. This would honour everyone who has died as a result of, or has been affected, by the COVID-19 pandemic locally. The initial focus was Chapeltown Park, but the aim if successful was to extend it more widely in the Parish. There was strong community support for it. It was explained that its successful delivery would require considerable financial and other resources but was hopeful that this could be found. Some potential funders had also been approached and were supportive. He explained that indicative plans had been developed for the memorial, which he agreed to circulate to Councillors.

Chairman's Announcement

The Chairman opened the main meeting. He outlined the procedure for the meeting to ensure that it is effective and lawful. The Clerk declared the use of external recording software to record the meeting. Councillor David Ogle also asked approval to record it, which was approved.

<u>2020/066</u> <u>(FC)</u>	<u>Item 66: Apologies and Reasons for Absence</u> The Clerk stated that he had received apologies from Councillors Kate Guest, Tracy Grantham and Paul Brunt. The Clerk said that while he had not received a formal apology and reasons for absence from Councillor Gary Lakin, he had previously recently indicated that he may not be able to attend meetings due to reasons of ill health. Proposed by Councillor John Brownrigg and Seconded by Councillor Alan Hooper, and RESOLVED: That the apologies are received and accepted from Councillor Tracy Grantham (5 in favour); Councillor Paul Brunt (5 in favour) and Councillor Kate Guest (7 in favour).
<u>2020/067</u> <u>(FC)</u>	<u>Item 67: Declarations of Interest</u> There were none.
<u>2020/068</u> <u>(FC)</u>	<u>Item 68: Exclusion of Press and Public</u> The Clerk reported that there were no items on the agenda that would require the exclusion of the press and public.
<u>2020/069</u> <u>(FC)</u>	<u>Item 69: Public Participation Session</u> A question was raised by a local resident about the robustness of the Council's account, especially as the Council enters the precept/budget setting process for the next financial year. She added that figures suggested that the Council was heading for a significant under spend against this year's budget. The Chairman explained that Covid-19 pandemic will have affected some of the planned spending. The Clerk explained that budget setting process was a priority for the Council.
<u>2020/070</u> <u>(FC)</u>	<u>Item 70: Council Minutes</u> These were considered. Proposed by Councillor Anthea Brownrigg and Seconded by Councillor Alan Hooper, and RESOLVED: That the minutes of the Council meeting held on 1 October 2020 be approved. <i>(7 in favour)</i>
<u>2020/071</u> <u>(FC)</u>	<u>Item 71: Environmental Planning Committee Minutes</u> Councillor Alan Hooper explained that the site 96-98 Wheel Lane had been the subject of several related planning applications for residential development, one of which had been lost at appeal. He explained that a further similar planning application had been made, which was also subject to opposition by the community as well as the Council. Proposed by Councillor Victoria Bowden and Seconded by Councillor Carol Levery, and RESOLVED: That the minutes of the Environmental Planning Committee held on 15 October 2020 be approved. <i>(7 in favour)</i>

<p><u>2020/072</u> <u>(FC)</u></p>	<p><u>Item 72: Staffing Committee Minutes</u></p> <p>The Clerk reported that it had been drawn to his attention that there was a minor error in the numbering of one of the minutes.</p> <p>Proposed by Councillor Carol Levery and Seconded by Councillor John Brownrigg, and RESOLVED: That the recommendations to Council and minutes (subject to the above minor amendment being made) of the Staffing Committee held on 2 October 2020 be approved. <i>(7 in favour)</i></p>
<p><u>2020/073</u> <u>(FC)</u></p>	<p><u>Item 73: Finance and Premises Minutes</u></p> <p>These were considered. Councillor David Ogle explained that in addition to financial support, the Council was also considering what other support it could offer to the scout group to address the crime and anti-social behaviour issues it was experiencing. Councillor Victoria Bowden spoke about progress with the notice boards review and urged Councillors to contribute to this.</p> <p>Proposed by Councillor Victoria Bowden and Seconded by Councillor David Ogle, RESOLVED: That the recommendations to Council and the minutes of the Finance and Premises meeting held on 21 October be approved. <i>(7 in favour)</i></p>
<p><u>2020/074</u> <u>(FC)</u></p>	<p><u>Item 74: Bank Account Balances</u></p> <p>The latest recorded Bank Account Balances as of 23 October 2020 were presented.</p> <p>Proposed by Councillor Victoria Bowden and Seconded by Councillor Carol Levery, and RESOLVED: That the latest bank account balances be approved. <i>(7 in favour)</i></p>
<p><u>2020/075</u> <u>(FC)</u></p>	<p><u>Item 75: Payments for Approval</u></p> <p>The bank reconciliation, income and expenditure report from 13 October 2020, any retrospective payments made between 25 September and 12 October 2020 endorsed at the Finance and Premises Committee meeting on 23 October 2020 as well as any retrospective payments made between 13 October and 28 October 2020 were presented. Councillor John Brownrigg noted that the value of some of the funds held in investment trusts had fallen in recent months reflecting a global trend.</p> <p>Proposed by David Ogle and Seconded by Councillor Carol Levery, and RESOLVED: That the latest Payments for Approval and associated reports be approved. <i>(7 in favour)</i></p>
<p><u>2020/076</u> <u>(FC)</u></p>	<p><u>Item 76: Park Warden Service</u></p> <p>Members were reminded that prior to the main meeting on the 1 October 2020 local resident and serving British Transport Police Officer, Roy Percival, had provided a presentation on the development of a Park Warden Service in the Parish. A wide ranging and detailed discussion then took place on the proposal with a focus on the pros and cons of its introduction, the financial implications and the scope to develop it as joint scheme with the other parish councils in Sheffield.</p> <p>Proposed by Councillor David Ogle and Seconded by Councillor Victoria Bowden, and RESOLVED: That:</p> <ol style="list-style-type: none"> 1. The Council's supports in principle the introduction of Park Warden Service, subject to more detailed investigations about costs and other relevant considerations. <i>(6 in favour)</i> 2. A working group should be established to investigate this and bring forward recommendations to Full Council. <i>(7 in favour)</i>

	<p>3. That Roy Percival be asked to give the same presentation to Bradfield and Stocksbridge parish councils and that the Council commends to these councils that they have the presentation. <i>(7 in favour)</i></p> <p>Councillors David Ogle, John Housley and Anthea Brownrigg all expressed an interest in joining the Working Group. It was suggested that Councillor Kate Guest should also be invited to join.</p>
<u>2020/077</u> <u>(FC)</u>	<p><u>Item 77: Dementia Friendly Community</u></p> <p>The Chairman gave an update following the presentation to Councillors by Rosie Strathearn, local Dementia Friendly Friends Champion and Community Development Worker. He explained that there had been considerable interest from Councillors, officers and in the community following it. He proposed to establish a working group to take this forward. Councillors John Brownrigg, John Housley and Victoria Bowden all expressed an interest in joining the working group.</p> <p>Proposed by Councillor John Housley and Seconded by Councillor John Brownrigg, and RESOLVED: That</p> <ol style="list-style-type: none"> 1. The Council should work towards becoming a Dementia Friendly Community. 2. A working group should be established to investigate this and bring forward recommendations to Full Council. <p style="text-align: right;"><i>(7 in favour).</i></p>
<u>2020/078</u> <u>(FC)</u>	<p><u>Item 78: Community Room Refurbishment Update</u></p> <p>An update was provided by the Clerk. He explained that Sheffield City Council had confirmed that the works did not require planning permission. He thanked Councillor Alan Hooper for his support in obtaining this advice. The next step was to start the process of appointing a suitable qualified and experienced developer to undertake the work. The Clerk explained that he had initial discussions with a potential developer and would be seeking further quotes.</p>
<u>2020/079</u> <u>(FC)</u>	<p><u>Item 79: Remembrance Sunday Arrangements</u></p> <p>The Chairman explained that this should read Saturday not Sunday. He explained that the arrangements had been restricted and curtailed by the Covid-19 pandemic. Councillor Alan Hooper gave a brief update on the arrangements for the Grenoside event and Councillor Victoria Bowden the Ecclesfield one.</p>
<u>2020/080</u> <u>(FC)</u>	<p><u>Item 80: Chapelton Toilets and Defibrillator Update</u></p> <p>It was explained by the Clerk that the defibrillator was now active. The intention was that when the repairs to the toilets had been undertaken by Sheffield City Council, they would be re-opened. However, it was uncertain whether they could be reopened during the current COVID-19 lockdown. He emphasised that the intention was to open them as soon as they could be done safely.</p>
<u>2020/081</u> <u>(FC)</u>	<p><u>Item 81: Covid and implications for the Parish</u></p> <p>The Clerk provided an update. He explained that he considered that the Council offices and staff were prepared for lockdown. This includes ensuring that all office staff will have the means to work effectively from home, including provision of a laptop and access to the Council's shared drive etc. Additionally, all staff have undertaken a working from home working risk assessment based on HSE good practice. He added that the council offices would be shut to councillors and the public.</p>

<u>2020/082</u> <u>(FC)</u>	<u>Item 82: Correspondence</u> The various correspondence highlighted was noted.
<u>2020/083</u> <u>(FC)</u>	<u>Item 83: Date and time of future meeting</u> It was explained that the next meeting would take place on Thursday 3 December not on the 5th as indicated in the agenda. Also, that the next Finance and Premises Committee meeting would take place on Wednesday 18 November and the next meeting of the Environmental Planning Committee on 19 November.

DRAFT