



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

Council Offices, Mortomley Lane, High Green, Sheffield S35 3HS

Telephone: (0114) 2845095

Email: admin@ecclesfield-pc.gov.uk

Visit our Website: www.ecclesfield-pc.gov.uk

To All Members of the Parish Council

SUMMONS AND AGENDA

23rd August 2021

Dear Councillor,

You are respectfully summoned to attend a Meeting of Ecclesfield Parish Council which will take place at **High Green Miners Welfare Community Hall** on Thursday 2nd September 2021 at 7.15 pm. If you are attending the meeting in person, please see the COVID guidelines below:

- **Do not attend if you are feeling unwell and displaying COVID symptoms.**
- **Wear a face covering when entering and leaving the building. This can be removed once seated.**
- **Use sanitiser on arrival.**
- **Follow the social distancing rules in place throughout the meeting.**

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the public and press may attend the meeting. **If you wish to attend the meeting in person, please contact the Council Offices to book a seat.**

Yours sincerely

Andrew Towlerton

Mr Andrew Towlerton
Clerk and Responsible Financial Officer
Ecclesfield Parish Council

Chairman's Announcement

Prior to the commencement of the meeting, the Chairman will outline the procedure for this meeting to ensure that the meeting is effective, lawful, and safe including:

- Councillors must observe the Council's Code of Conduct during the meeting.
- Voting procedure.
- Councillors and members of the public to follow the COVID guidelines and wear a face covering when entering and leaving the building. This can be removed once seated.
- Public session and exclusion of the press and public procedures.
- Anyone wishing to record is asked to let the Chairman of the meeting know prior to the start of the meeting. The meeting is being recorded by the Council for the purposes of aiding the taking of minutes.
- All Councillors present are required to state their name prior to the commencement of the meeting.

AGENDA

2021/74 (FC). Apologies and Reasons for Absence

To note apologies for absence.

To approve any reasons for absence.

2021/75 (FC). Declarations of Interest

To consider any requests for dispensation.

To note any declarations of interests not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.

2021/76 (FC). Exclusion of Press and Public

To consider the exclusion of the Press and Public in accordance with Public Bodies Admission to Meetings Act) 1960 Section 1 (2) (as amended) due to the confidential nature of the business to be transacted.

2021/77 (FC). Public Participation Session

To receive questions from members of the public under the direction of the Chairman and in accordance with the Council's Standing Orders (Standing Order 3 states that the public participation session will be for no more than 15 minutes and a member of the public shall not speak for more than 3 minutes).

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 before the meeting so they can be dealt with under correspondence.

A member of the public will be in attendance to raise highway issues at Townend Road, including the introduction of double yellow lines at this location.

2021/78 (FC). To co-opt new Parish Councillors to fill the vacancies for Chapeltown and High Green wards

The Council has a vacancy for a Councillor in both Chapeltown and High Green wards to be filled by co-option of a suitable person.

2021/79 (FC). Chairman's Award

Thomas Tredoux to receive a Chairman's Award.

2021/80 (FC). Crime and Anti-Social Behaviour issues

To have a discussion on crime and anti-social behaviour issues in the Parish including contributions by Sergeant Matthew Cook, the Police Sergeant covering Ecclesfield and consider any next steps.

2021/81 (FC). Local Area Committee - North

To receive a presentation by Dave Luck the Local Area Committee Manager (North) on the seven new Local Area Committees introduced by Sheffield City Council and consider any next steps.

2021/82 (FC). Council Minutes

To approve the Minutes of the meeting held on 7 July 2021 and the Extraordinary meetings held on 12 August 2021 and 13 August 2021 (attached as items 82a, 82b and 82c).

NB – All Councillors are requested to inform the Clerk of any amendments that they wish to be noted to the minutes prior to the meeting commencing.

2021/83 (FC). Environmental Planning Committee Minutes

To approve the Minutes of the Environmental Planning Committee meeting held on 7 July 2021 (attached as item 83a) and the Environmental Planning Delegated Powers meetings held on 15 July 2021 and 12 August 2021 (attached as items 83b and 83c). Councillors attention is particularly drawn to the following items:

- That it is recommended to Council that the Parish Council joins the wider campaign by declaring a Nature Emergency for Sheffield - 2021/31 (EPC).
- That that Council (i) Welcomes its award of Hedgehog Heroes Roll of Honour by the British Hedgehog Preservation Society and (2) Holds two nature conservation/picnic days in the Parish over the summer and that a budget of £250 be allocated to facilitate this - 2021/32 (EPC).

NB – All Councillors are requested to inform the Clerk of any amendments that they wish to be noted to the minutes prior to the meeting commencing.

2021/84 (FC). Finance and Premises Minutes

To approve the Minutes and approve any recommendations requiring Council approval of the Finance and Premises Committee meeting held on 15 July 2021 (attached as item 84a). Councillors attention is particularly drawn to the following items:

- That it is recommended to Council that High Green Playgroup be awarded a grant from the COVID Recovery Fund of £540.00 for the purchase of a back to nature placement carpet, x4 height adjustable tables and x10 Hille Affinity children's chairs - 2021/40 (F&P).
- Revised Terms of Reference for the Finance and Premises Committee – 2021/43 (F&P).(attached as item 84b)

NB – All Councillors are requested to inform the Clerk of any amendments that they wish to be noted to the minutes prior to the meeting commencing.

2021/85 (FC). Grenoside Exhibition Foundation Charity

To consider and endorse the minutes of the meeting of the Trustees of Grenoside Exhibition Account Charity held on Thursday 12 August 2021 (attached as item 85a).

NB – All Councillors are requested to inform the Clerk of any amendments that they wish to be noted to the minutes prior to the meeting commencing.

2020/86 (FC). Update on the Accounts of Council

To receive a commentary from the Clerk and Responsible Financial Officer regarding the financial affairs of the Council, including:

- To consider and recommend to Council for approval the cashbook, account/bank reconciliation, budget and management accounts for April 2021 to June 2021 (attached as items 86a, 86b, 86c, 86d, 86e, 86f and 86g).

2021/87 (FC). Payments for Approval

To consider the approval of the list of payments made between 01/07/2021 to 17/08/2021 (attached as item 87a).

2021/88 (FC). Audit of Accounts for the Year End 31 March 2021

To receive and consider the Audit of Accounts and associated action plan following the independent Internal Audit of Accounts for the financial year ending 31 March 2021 (the main report is attached as item 88a and action plan as item 88b).

2021/89 (FC). Policies for Approval

- Financial Regulations (revised policy is attached as item 89a).
- Member/Officer Protocol (new policy is attached as item 89b).
- Flag (revised policy is attached as item 89c).

2021/90 (FC). Correspondence.

YLCA White Rose update, YLCA Training programme, Code of Conduct Training by Sheffield City Council and Miriam Cates MP about Broadband issues in the Parish.

NB – Copies can be provided to Councillors, where appropriate, by request.

2021/91 (FC). Date and Time of Future Meetings:

The next Full Council is scheduled to be held on Thursday 7th October 2021 at 7.15 pm, with Environmental Planning Committee Meeting scheduled to be held on Thursday 7th October 2021 at 6.30pm.

The next Staffing Committee meeting on Thursday 9th September at 7.00 pm.

Environmental Planning Committee delegated powers meetings will be held on Thursday 16th September 2021 at 6.30 pm.

A Finance and Premises Committee meeting will be held on Thursday 16th September 2021 at 7.00 pm.