



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Parish Council

SUMMONS AND AGENDA

1st October 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 7 October 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

2021/100 (FC). Apologies and Reasons for Absence

To note apologies for absence.

To approve any reasons for absence.

2021/101 (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.

2021/102 (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.

2021/103 (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.

2021/104 (FC). Ecclesfield Parish Gardening Competition.

The confirm the winners for 2020/21 and present them with their award.

2021/105 (FC). Council Minutes

To approve the Minutes of the meeting held on 2 September and the Extraordinary meeting held on 23 September (attached as items 105a and 105b).

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.

2021/106 (FC). Environmental Planning Committee Minutes

To approve the Minutes of the Environmental Planning Committee meeting held on 2 September 2021 (attached as item 106a) and the Environmental Planning Delegated Powers meetings held on 16 September (attached as item 106b).

Councillors' attention is particularly drawn to the following item 2021/42 (EPC) Revised Terms of Reference for the Environmental Planning Committee - (attached as item 106c).

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.

2021/107 (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 16 September 2021 (attached as item 107a). Councillors attention is particularly drawn to the following items:

- That it is recommended to Council that Burncross Action Team be granted an award of £5,889.22 towards the refurbishment of play equipment of Mckenzie Playground all of which should come from the Ward Based Grant Programme (Chapelton Ward) bar £1,000 that should come from the COVID Support and Recovery Fund - 2021/54 (1) (F&P)
- That it is recommended to Council that Thorncliffe Community Sports be granted an award of £800 from the Ward Based Grant Programme for help to pay for its insurance - 2021/54 (2) (F&P)
- That it is recommended to Council that Grenoside Park Bowling Club be granted an award of £422 from the Ward Based Grant Programme towards running a First Aid Awareness Course - 2021/54 (3) (F&P)
- That it is recommended to Council that High Green Musical Theatre Group be granted an award of £1,900 from the COVID Support and Recovery Fund towards the production of the Sleeping Beauty pantomime in December - 2021/54 (4) (F&P)
- That it is recommended to Council that Chapel Green Advice Centre be granted an award of £3,470 in support of their activities and that this amount be equally split

between the COVID Support and Recovery Fund and Ward Based Grant Programme (Chapelton Ward) - 2021/54 (5) (F&P).

- That it is recommended to Council that Friends of Ecclesfield Park be granted an award of £11,300 from the Council's share of the Community Infrastructure Levy for more inclusive items of play equipment at Ecclesfield Park - 2021/54 (6) (F&P).
- That it is recommended to Council that the groups and schools supported in 2020/2021 and as shown at Appendix 1 be offered the same amount of funding from the Royal British Legion, Local Schools and local 'in Bloom' Groups programme for the financial year 2021/2022 - 2021/56 (F&P).
- That it is recommended to Council that (1) It uses the services of utility broker 'Utility Aid' to provide the Council with the most suitable utility supplier and (2) The Clerk, in consultation with the Chairman of the Council and Chairman of the Finance and Premises Committee, be granted delegated power to determine the most suitable utility based on the recommendations of Utility Aid - 2021/57 (F&P).
- That it is recommended to Council that Veolia be commissioned to provide the Council's waste management service - Aid - 2021/58 (F&P).
- That it is recommended to Council that a specific budget provision of £1,000 be allocated for the School Uniform Swap Shop project for the financial year 2021/22 - - 2021/59 (F&P).
- That it is recommended to Council that retractable bollards be erected to prevent unauthorised car parking outside the Council Offices and that a budget of £250 be allocated to facilitate this - 2021/60 (F&P).

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.

2021/108 (FC). Staffing Committee Minutes

To approve the Minutes of the Staffing Committee meeting held on 9 September 2021 (attached as item 108a).

Councillor's attention is particularly drawn to item 17 - That subject to the agreed amendments to the wording of the policy being made, that the Volunteer Policy (attached as item 108b) be recommended to Council for approval.

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.

2021/109 (FC). Payments for Approval

To consider the approval of the list of payments made between 19/08/2021 to 30/09/2021 (attached as item 109a).

2021/110 (FC). Audit of Accounts for the Year End 31 March 2021

To receive and consider the External Auditor Report and Certificate following the Annual Governance and Accountability Review 2021 (The report and Certificate is attached as item 110a).

2012/111 (FC). Approval to transfer earmarked reserves to Friends of Chapeltown Park in support of Covid Memorial

The Council agreed as part of the 2020/21 budget to earmark £10,000 for the building of a COVID Monument (it was agreed to match local fund raising £1 to £1 up to £10,000). The Council has received a request (see attachment 111a) from the Friends of Chapeltown Park to draw down £9,000 to help design and build a monument in Chapeltown Park as well as commemorative plaques in five other parks in the Parish.

2021/112 (FC). Policies for Approval

- Vexatious Requests (attached as item 112a)

2021/113 (FC). To consider and confirm dates of training

- New and refresher training for Councillors by Yorkshire Local Councils Associations
- Conduct of Code Training by Sheffield City Council

2021/114 (FC). Local Area Committee – North

To consider and confirm Council representation on this Local Area Committee introduced by Sheffield City Council.

2021/115 (FC). Progress with the transfer of the Grenoside Exhibition Foundation Charity

At the 2 September 2021 meeting, the Council asked that progress with the establishment of the Grenoside Exhibition Foundation Charity, which it had been agreed would take over the running of the Charity from the Council, should be considered at this meeting.

2021/116 (FC). Freehold of various properties on Lump Lane

To receive a verbal report from the Clerk and consider next steps.

2021/117 (FC). Queen's Platinum Jubilee Celebrations Working Party

To receive a verbal report on progress and consider next steps.

2021/118 (FC). Meeting with Miriam Cates MP

To receive a verbal report on key outcomes following the recent meeting between Miriam Cates MP and representatives from the Parish Council.

2021/119 (FC). Correspondence.

YLCA White Rose update, YLCA Training programme and quarterly report from Doctor Alan Billings, South Yorkshire Police and Crime Commissioner.

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

2021/120 (FC). Date and Time of Future Meetings:

Environmental Planning Delegated Powers Meeting is scheduled for Thursday 21 October 2021 at 6.30 pm.

Finance and Premises Committee Meeting is scheduled for Thursday 21 October 2021 at 7.00 pm.

Environmental Planning Committee Meeting is scheduled for Thursday 4th November 2021 at 6.30pm.

Council Meeting is scheduled for Thursday 4th November 2021 at 7.15pm

Staffing Committee Meeting is scheduled for Thursday 11 November 2021 at 7.00 pm.