



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Parish Council

SUMMONS AND AGENDA

5th January 2022

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 13th January 2022 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.**

To view the agenda please click the link below:

<https://ecclesfield-pc.gov.uk/document-category/agendas/> for the meeting of Ecclesfield Parish Council for this date.

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.
- All Councillors present are required to state their name prior to the commencement of the meeting.

AGENDA

2021/158 (FC). Apologies and Reasons for Absence

To note any apologies for absence.
To approve any reasons for absence.

2021/159 (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.

2021/160 (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.

2021/161 (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.

2021/162 (FC). To co-opt a Parish Councillor to fill the vacancy for Thorncliffe Ward

The Council has a vacancy for a Councillor for Thorncliffe ward to be filled by co-option of a suitable person.

2021/163 (FC). Council Minutes

To approve the Minutes of the meeting held on 2 December 2021 (attached as item 163a).

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.

2021/164 (FC). Environmental Planning Committee Minutes

To approve the Minutes of the Environmental Planning Committee meeting held on 2 December 2021 (attached as item 164a) and Notes of the Environmental Planning Delegated Powers meeting held on 16 December 2021 (attached as item 164b).

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.

2021/165 (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 December 2021 (attached as item 165a). Councillors attention is particularly drawn to the following items:

- It is recommended to Council that the precept charge for 2022/23 be increased by 3% equating to an estimated income of £272,191 – 2021/92 (F&P) (see also item 2021/166 below).
- It is recommended to Council that BT be appointed to provide its Telephone and Telecommunications service for 2022/2023 on the basis of their quote dated 29 November 2021 – 2021/93 (F&P).
- It is recommended to Council that:
 1. Thomas Fattorni Ltd be appointed to repair and enhance the Chairman's Chain of Office and pendant up to a value of £3,250, plus VAT.
 2. A display case be purchased from Displays UK up to a value of £250, plus VAT.
 3. A specific earmarked reserve be provided in the budget for repairs and improvements to the Chairman's Chain and that £250 a year be allocated to it for this purpose - 2021/95 (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.

2021/166 (FC). To consider and agree the:

- (i) **Budget for the financial year 2022/2023.**
- (ii) **Precept for the financial year 2022/2023.**

The Finance and Premises Committee recommended to Council that the precept charge for the financial year 2022/23 be increased by 3% (see also item 2021/165 above).

The detailed proposed budget and precept is shown as confidential item 166a.

2021/167 (FC). Update on the Accounts of Council

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

- To consider the approval of the income/expenditure schedule and balance/bank reconciliation from April 2021 to December 2021 (attached as items 167a, 167b and 167c, 167d, 167e and 167f).

NB – The detailed cashbook, account/bank reconciliation, budget and management accounts for November and December 2021 can be provided to Councillors on request. They will also be available for inspection at the meeting.

2021/168 (FC). Payments for Approval

To consider the approval of the list of payments made between 24/11/2021 to 5/1/2022 (attached as item 168a).

2021/169 (FC). Freehold of various properties on Lump Lane – Appointment of a Solicitor

At its November meeting, the Council agreed that it should seek legal advice on whether it owns the freehold to 1, 3, 5 and 7 Lump Lane, Grenoside (minute 2021/135 (FC)). The Council has undertaken a tender process to commission suitably qualified legal advice on this matter. The outcome of this tender process is attached as confidential item 169a.

2021/170 (FC). Tender for Improvements to Council Offices and Community Hall Refurbishment

To receive a progress report.

2021/171 (FC). Target Hardening at Angram Bank

To receive a progress report

2021/172 (FC). Covid Pandemic

To receive a verbal update on implications for the Council

2021/173 (FC). To receive an update on the Christmas food bank donations.

To receive a verbal report on actions taken.

2021/174 (FC). To confirm the date of introductory/refresher training for councillors – Saturday 15 January 2022

To confirm that the introductory/refresher training for councillors led by the Yorkshire Local Councils Associations will take place remotely on Saturday 15 January 2022 at 10.30 am.

2021/175 (FC). Correspondence

YLCA White Rose, YLCA Training programme, Government guidance - new Covid requirements, 'Streets Ahead' – SCC Area Highways Representatives Newsletter and EPC calendar of activities – attachment item 175a

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

2021/176 (FC). Date and Time of Future Meetings:

Staffing Committee Meeting is scheduled for Thursday 20th January 2022 at 7.15 pm.

Environmental Planning Delegated Powers Meeting is scheduled for Thursday 27th January 2022 at 6.30 pm.

Finance and Premises Committee Meeting is scheduled for Thursday 27th January 2022 at 7.00 pm.

Environmental Planning Committee Meeting is scheduled for Thursday 3rd February 2022 at 6.30 pm.

The next Council Meeting is scheduled for Thursday 3rd February 2022 at 7.15 pm.