



# ECCLESFIELD PARISH COUNCIL

*Serving your Community Since 1894*

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**To All Members of the Parish Council**

## **SUMMONS AND AGENDA**

24th February 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 3<sup>rd</sup> March 2022 at 7.15 pm.

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.

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. **Members of the Public if you wish to attend the meeting in person, please contact the Council Office 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**

#### **2021/192 (FC). Apologies and Reasons for Absence**

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

#### **2021/193 (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.

#### **2021/194 (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.

#### **2021/195 (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.

### **2021/196 (FC). Council Minutes**

To approve the Minutes of the meeting held on 3 February 2022 (attached as item 196a).

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.

### **2021/197 (FC). Environmental Planning Committee Minutes**

To approve the Minutes of the Environmental Planning Committee meeting held on 3 February 2022 (attached as item 197a) and the notes of the Environmental Planning Delegated Powers Committee meeting held on 27 January 2022 (attached as item 197b) and 17 February 2022 (attached as item 197c).

To receive a verbal report from the Environmental Planning Committee meeting held on 3 March 2022.

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.

### **2021/198 (FC). Finance and Premises Committee**

To approve the Minutes of the Environmental Planning Committee meeting held on 27 January 2022 (attached as item 198a).

To approve the Minutes and approve any recommendations requiring Council approval of the Finance and Premises Committee meeting held on 17 February 2022 (attached as item 198b). Councillors attention is particularly drawn to the following items:

- That subject to the agreed amendments being made, the Asset Register (2022/2023) is recommended to Council for approval - 2021/113 (F&P) (attached as item 198c).
- It is recommended to Council that:
  - a) The Parish Council writes to Sheffield City Council formally seeking a joint review of the Chapeltown Public Toilets Agreement (2015).
  - b) A Working Group be established comprising parish councillors representing Chapeltown ward, the Clerk, and other interested bodies to develop a strategy and action plan for the long-term management of Chapeltown Toilets - 2021/114 (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.

### **2021/199 (FC). Staffing Minutes**

To receive a verbal report from the Staffing Committee meeting held on 24 February 2022.

### **2021/200 (FC). Policies for Approval**

- Corporate Risk Assessment (draft attached as item 200a)

### **2021/201 (FC). Financial report**

- To consider the approval of the list of payments made between 31/1/2022 to 24/2/2022 (attached as item 201a).
- To consider the January 2022 accounts and approval of the income/expenditure schedule and balance/bank reconciliation (attached as item 201b, 201c, 201d).

### **2021/202 (FC). Target Hardening at Angram Bank**

To receive a progress report, including the findings from the Angram Bank Community Survey, and consider next steps.

### **2021/203 (FC). To receive a verbal progress report from Working Groups**

- a) Queens Platinum Jubilee Celebrations.
- b) Archiving Project.

### **2021/204 (FC). COVID**

To receive a verbal update on the latest guidance and consider next steps.

### **2021/205 (FC). Global Recycling Day**

To consider taking part in global recycling day on Friday 18th March 2022. As part of this the Council is asked to provide a drop off point for people to leave their old clothes to be recycled, which Hallam FM will then pick it up. Further information can be found at [Recycle with Cash for Kids and support young lives | Events - Hallam FM \(planetradio.co.uk\)](https://www.planetradio.co.uk/events/cash-for-kids)

### **2021/206 (FC). Correspondence**

YLCA White Rose, YLCA Training programme and Financial Advice Bulletins for the Parkinson Partnership.

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

### **2021/207 (FC). Date and Time of Future Meetings:**

- Staffing Committee meeting is scheduled for Thursday 10th March at 7.30 pm.
- Environmental Planning Delegated Powers (remote) meeting is scheduled for Thursday 17th March 2022 at 6.30 pm.
- Finance and Premises Committee meeting is scheduled for Thursday 17th March 2022 at 7.00pm.
- Environmental Planning Committee meeting is scheduled for Thursday 7<sup>th</sup> April 2022 at 6.30 pm.
- The next Council meeting is scheduled for Thursday 7<sup>th</sup> April 2022 at 7.15 pm.