



# ECCLESFIELD PARISH COUNCIL

*Serving your Community Since 1894*

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

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**To All Members of the Parish Council**

## **SUMMONS AND AGENDA**

31<sup>st</sup> March 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 7 April 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.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the public and press may attend the meeting.

Please note that before the formal commencement of the meeting there will be a short presentation by Yvonne Ridgeway on the Ecclesfield War Memorial.

**Please do not attend if you are unwell and displaying Covid symptoms.**

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.
- 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
- Councillors are reminded that we are in the pre-election ('purdah') period.

### **AGENDA**

#### **2021/208 (FC). Apologies and Reasons for Absence**

- a) To note any apologies for absence.
- b) To approve any reasons for absence.

#### **2021/209 (FC). Declarations of Interest**

- a) To consider any requests for dispensation.
- b) To note any declarations of interests not already declared under the Council's Code of Conduct or Members Register of Disclosable Pecuniary Interests.

#### **2021/210 (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.

#### **2021/211 (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.

#### **2021/212 (FC). Crime and Anti-Social Behaviour issues**

To consider crime and anti-social behaviour issues in the Parish including a contribution by Sergeant Matthew Cook (Ecclesfield East and West).

**2021/213 (FC). To consider the following issues raised by Councillors and consider next steps**

- a) Crossing at Loundside School.
- b) Road safety at Ecclesfield School.
- c) Road safety issues at Townend Road.

**2021/214 (FC). Council Minutes**

To approve the Minutes of the meeting held on 3 March 2022 (attached as item 214a).

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.

**2021/215 (FC). Environmental Planning Committee Minutes**

- a) To approve the Minutes of the Environmental Planning Committee meeting held on 3 March 2022 (attached as item 215a).
- b) To approve the notes of the Environmental Planning Delegated Powers Committee meeting held on 17 March 2022 (attached as item 215b).
- c) To receive a verbal report from the Environmental Planning Committee meeting held on 7 April 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.

**2021/216 (FC). Finance and Premises Committee**

To approve the Minutes and recommendations requiring approval of the Finance and Premises Committee meeting held on 17 March 2022 (attached as item 216a).

Councillor's attention is particularly drawn to the following items:

- That it is recommended to Council that the Friends of Chapeltown Park be granted an award of £1,800 towards the Chapeltown Gala from the Ward Based Grant (Chapeltown Ward) - 2021/121 (a) (F&P).
- That it is recommended to Council that 14th Sheffield (Grenoside) Scout Group be granted an award of £1,199.90 towards the provision of ten tents from the COVID Recovery Fund - 2021/121 (b) (F&P).
- That it is recommended to Council that Thorncliffe Tennis Club be granted an award of £1,800 towards publicity, marketing, and equipment from the COVID Recovery Fund - 2021/121 (c) (F&P).
- That it is recommended to Council that P.A.S.T ways Ltd be granted an award of £2,394 for computer equipment from the Ward Based Grant (all wards) - 2021/121 (d) (F&P).
- That it is recommended to Council that Ecclesfield Gala Committee be granted an award of £1,793 towards the 2022 Ecclesfield Gala from the Ward Based Grant (Ecclesfield ward) - 2021/121 (e) (F&P).

- That it is recommended to Council that Chapletown Women's Institute be granted an award of £310 towards a celebration for the Queen's Platinum Jubilee Celebrations (all wards) - 2021/121 (f) (F&P).
- That it is recommended to Council that 192nd Sheffield Guides be granted an award of £1,591 towards subsidising trips and maintaining its equipment from the COVID Recovery Fund - 2021/121 (g) (F&P).
- That it is recommended to Council:
  - (a) There be no change in the room hire charge for the community hall.
  - (b) The room hire charge for the community hall is reviewed by the Finance and Premises Committee at its October 2022 meeting - 2021/122 (F&P).
- It is recommended to Council that:
  - (a) Chairman of the Staffing and Environmental Planning Committees be appointed to act as the Council's Internal Control officers for the financial year 2022/2023, subject to them not being a member of the Finance and Premises Committee.
  - (b) The Vice-Chairman of the Staffing and Environmental Planning Committees should deputise for the Council's Internal Control officers for the financial year 2022/2023 if either or both is not available, subject to them not being a member of the Finance and Premises Committee - 2021/123 (F&P).
- That it is recommended to Council that the wording for the plaque for each of the four replacement and any future benches should be '*Provided by Ecclesfield Parish Council for the benefit of parishioners of the Ecclesfield Parish*' - 2021/125 (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.

### **2021/217 (FC). Staffing Minutes**

- a) To approve the Minutes of the Staffing Committee meeting held on 24 February 2022 (attached as item 217a).
- b) To approve the Minutes and any recommendations requiring Council approval of the Staffing Committee meeting held on 24 March 2022 (attached as item 217b). Councillors attention is particularly drawn to the following items, that:
  - Subject to the agreed amendments to the wording being made, the Bereavement Policy be recommended to Council for approval (attached as item 217c) - 2021/58 (a) (SC).
  - The Menopause Policy be recommended to Council for approval (attached as item 217d) - 2021/58 (b) (SC).
  - It is recommended to Council that the existing Disciplinary and Grievance policies be rolled forward for another year (these documents can be viewed at <https://ecclesfield-pc.gov.uk/wp-content/uploads/2021/03/GRIEVANCE-POLICY.pdf> and <https://ecclesfield-pc.gov.uk/wp-content/uploads/2021/03/Disciplinary-Policy.pdf>) - 2021/58 (c) (SC).

### **2021/218 (FC). Financial report**

- a) To consider the approval of the list of payments made between 03/03/2022 to 29/03/22 (attached as item 218a).

- b) To consider the February 2022 accounts and approval of the income/expenditure schedule and balance/bank reconciliation (attached as items 218b, 218c and 218d).

**2021/219 (FC). To receive a verbal report and consider any next steps in relation to following premises related matters**

- a) Loss of defibrillator outside of Council Offices.
- b) Tree and telegraph pole at the Memorial Garden, Sussex Place.
- c) Chapeltown Toilets.
- d) CCTV at the Council Offices.
- e) Community Hall Refurbishment.

**2021/220 (FC). Target Hardening at Angram Bank**

To receive a progress report, including the findings from the Angram Bank Community Survey (attached as item 220a).

**2021/221 (FC). To receive a verbal report from the following Working Group**

- a) Queen's Platinum Jubilee Celebrations Working Party.

**2021/222 (FC). Ukrainian Humanitarian Situation**

To consider the Parish Council's response to this.

**2021/223 (FC). Correspondence**

YLCA White Rose, YLCA Training programme, latest Soar Newsletter and invitation to all parish councillors to attend the official opening of the North Sheffield Covid Pandemic 2020 Monument in Chapeltown Park on Saturday 9<sup>th</sup> April 2022 at 12.00 (previously circulated). Also, an update from Miriam Cates MP on broadband and other issues (previously circulated).

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

**2021/224 (FC). Date and Time of Future Meetings:**

The next Council meeting (including Annual Parish Meeting and Annual Meeting of the Parish Council) is scheduled for Thursday 12<sup>th</sup> May 2022 at 7.15 pm.