



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

22nd July 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 28 July 2022 at 7.30 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 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, safe and lawful including:

- Councillors must observe the Council's Code of Conduct.
- 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 may be asked to state their name prior to the commencement of the meeting.

AGENDA

2022/42 (FC) Apologies and Reasons for Absence

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

2022/43 (FC) Declarations of Interests

- a) To note any requests for dispensation.
- b) To note any declaration or interests not already declared under the Members Code of Conduct or Registers of Interests from members.

2022/44 (FC) Exclusion of the Press and Public

To consider the exclusion of the press and public in accordance with Public Bodies Admission to Meeting Act 1960 Section 1 (2) due to the confidential nature of the business to be transacted.

2022/45 (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.

2022/46 (FC). Council Minutes

- a) To approve the Minutes of the Full Council meeting held on 9 June 2022 (attached as item 46a).
- b) To approve the Minutes of the Extra-Ordinary Full Council meeting held on 23 June 2022 (attached as item 46b).

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

2022/47 (FC). Environmental Planning Committee

- a) To approve the Minutes of the Environmental Planning Committee meeting held on 9 June 2022 (attached as item 47a).
- b) To endorse the Notes of the Environmental Planning Delegated Powers meeting held on 23 June 2022 (attached as item 47b).
- c) To endorse the Notes of the Environmental Planning Delegated Powers meeting held on 7 July 2022 (attached as item 47c).
- d) To confirm that the Council delegates planning responses that require an emergency response to the Clerk in consultation with members of the Environmental Planning Committee.

2022/48 (FC). Finance and Premises Committee Minutes

- a) To approve the Minutes and any recommendations requiring Council approval of the Finance and Premises Committee meeting held on 23 June 2022 (attached as item 48a). Councillor's attention is particularly drawn to the following items:
 1. That it is recommended to Council that the High Green Athletic Club be granted an award of £2,000 for pitch hire at SGP Thorncliffe for one season and the remainder towards the cost of a sports camera from the Ward Based Grant (Burncross, Chapeltown, High Green and Thorncliffe wards) - 2022/12 (1) (F&P).
 2. That it is recommended to Council that High Green Development Trust be granted an award of £1,255 towards equipment to build a water storage station at the new allotment site at High Green from the Ward Based Grant (High Green and Thorncliffe wards) - 2022/12 (2) (F&P).
 3. That it is recommended to Council that Kinsey Road Social Club be granted an award of £1,355 for a new greenhouse and table and chairs from the Ward Based Grant (High Green ward) - 2022/12 (4) (F&P).
 4. It is recommended to Council that:
 - i. It approves and supports, in principle, the proposal developed by Councillor David Ogle aimed at reducing crime and anti-social behaviour.
 - ii. The 'Alan Greaves' budget heading of £10,000 be earmarked in support of this project.
 - iii. It authorises Councillor David Ogle to approach on behalf of the Council non-grant giving bodies and other organisations to gather more information and their potential support in furtherance of the proposal.
 - iv. It authorises Councillor David Ogle to identify and prepare in conjunction with the Clerk funding bids in support of the proposal.
 - v. A Working Party comprising Councillors and non-Councillors be established to take the proposal forward – all 2022/14 (F&P).
- b) To consider any recommendations requiring Council approval for concerning grants applications considered at the 21 July 2022 meeting (Item 2022/21 (F&P)):
 1. That it is recommended to Council that Grenoside and District Local History Group be granted an award of £1,468.98 from the Ward Based Grant (Grenoside ward).
 2. That it is recommended to Council that Chaplegreen Community Hub and Community Fridge be granted an award of £1,000 to provide 50 food hampers and 50 2-course meals for vulnerable people from the Ward Based Grant (all wards).

3. That it is recommended to Council that High Green in Bloom be granted an award of £725 towards the Party in the Park Gala at Mortomley Park in September 2022 from the Ward Based Grant (High Green and Thorncliffe wards).
4. That it is recommended to Council that St Vincent's Boxing Club be granted an award of £757 for a defibrillator from the Ward Based Grant (all wards).
5. It is recommended to Council that St Vincent's Boxing Club be granted an award of £2,400 from the Covid Support and Recovery Fund due to loss of income and to support its activities.

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.

2022/49 (FC). Staffing Committee Minutes

To approve the Minutes and any recommendations requiring Council approval of the Staffing Committee meeting held on 14 July 2022 (attached as item 49a).

1. That it is recommended to Council that the revised Pensions Policy be approved - 2022/15 (F&P) (attached as item 49b).
2. That it is recommended to Council that:
 - i. First Aid Training, similar to that provided in September 2021, be organised for members and officers subject to there being sufficient interest to make its provision cost effective.
 - ii. Mental Health Training be organised for members and officers subject to there being sufficient interest to make its provision cost effective.
 - iii. Should there be any spare places on the proposed First Aid and Mental Health training days they should be offered to the leaders of the groups using the Community Hall and other interested groups free of charge – all 2022/16a (F&P).
3. That it is recommended to Council that all staff would receive an additional scale point on the successful completion of the Financial Introduction to Local Council Administration (FILCA) qualification (see also minute 2020/37(5) (SC) - 2022/16b (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.

2022/50 (FC). To consider monthly accounts schedule and budget update

- a) To receive an update on the year end accounts for the financial year 2021/2022.
- b) To receive a budget update and bank reconciliation to end of April 2022.
- c) To approve the schedule list of payments made between 31 March 2022 and 21 July 2022 (attached as item 50a).

2022/51 (FC). Policies for Approval

- a) Asset Register (2022/2023) (attached as item 51a)
- b) Complaints - this can be viewed on the Parish Council website:
- c) [Model complaints procedure \(ecclesfield-pc.gov.uk\)](https://www.ecclesfield-pc.gov.uk/model-complaints-procedure)
- d) Model Publication Scheme - this can be viewed on the Parish Council website : [Model-Publication-Scheme-2022.pdf \(ecclesfield-pc.gov.uk\)](https://www.ecclesfield-pc.gov.uk/model-publication-scheme-2022.pdf)

NB - Please note that with regards to the Complaints Policy and the Model Publication Scheme the Clerk is recommending that they be approved for another two years largely unaltered from the previously adopted versions.

2022/52 (FC). To receive a verbal report from councillor representatives on outside bodies, as appropriate

- a) Anne Reresby Trust (Council representatives Councillors Susan Davidson and Denise Fearnley)
- b) Ecclesfield Charities (Council representative Councillor Kate Guest).
- c) Ecclesfield Parish Archiving Project (Council representatives Councillors Dr John Bowden, Victoria Bowden, Susan Davidson John Housley and David Ogle).
- d) Grenoside Advisory Body (Council representatives Councillors Alan Hooper and Carol Levery).
- e) Sheffield City Council Standards Committee (Council representative Councillor David Ogle).
- f) Yorkshire Local Councils Associations (Council representatives Councillor John Housley and Andrew Towleron)
- g) Sheffield City Council's North Sheffield Local Area Committee (Council representative Councillors David Ogle and Tim Whitaker)
- h) High Green Development Trust (Council representative Councillor David Ogle).

2022/53 (FC). CIL spending priorities for the Council's share of the Community Infrastructure Levy for 2022/2023.

To consider and agree priorities for the Council's share of the Community Infrastructure Levy for 2022/23. Members may recall that it resolved at its June 2021 meeting that its priorities for the spending of its share of the Community Infrastructure Levy for 2021/2022 were Improvements to Parks and Open Spaces and Highway Safety (minute 2021/31 (FC)).

2022/54 (FC). Thorncliffe Community Sports – Proposed Pavilion for Thorncliffe Community Bowls and Tennis Clubs and Amateur Boxing Gym projects

To receive a progress report and consider next steps on these Parish Council supported projects, including a request from Thorncliffe Community Sports to draw down the remaining £5,000 earmarked in the 2022/23 budget by the Council to support the Proposed Pavilion for Thorncliffe Community Bowls and Tennis Clubs.

2022/55 (FC). Request to use Council Offices car park on a weekend

To consider a request by St. Saviours Church to use the Council's car park outside the Council offices on Sundays as overflow car park for the Church.

2022/56 (FC). Correspondence.

YLCA White Rose, YLCA Training programme, YLCA Government Consultation on Short-Term Lets and Zurich Insurance guidance.

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

2022/57 (FC). Date and Time of Future Meetings:

- Environmental Planning Committee Meeting is scheduled for Thursday 8 September 2022 at 6.30 pm.
- Council Meeting is scheduled for Thursday 8 September 2022 at 7.15 pm.
- Environmental Planning Delegated Powers Meeting is scheduled for Thursday 15 September 2022 at 6.30 pm.
- Finance and Premises Committee Meeting is scheduled for Thursday 22 September 2022 at 7.15 pm.
- Staffing Committee Meeting is scheduled for Thursday 29 September 2022 at 7.00 pm.