



# ECCLESFIELD PARISH COUNCIL

*Serving your Community Since 1894*

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**To All Members of the Parish Council**

## **SUMMONS AND AGENDA**

30th September 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 6<sup>th</sup> October 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 do not attend if you are unwell and displaying COVID symptoms.**

**Please note that immediately before the formal commencement of the meeting there will be (i) a presentation of a Chairman's award together with presentation to the winners of the Ecclesfield Parish Gardening Competition 2022 and (ii) Jason Hobbs from Sheffield City Council's Sustainable Communities Officer Team will give a presentation on their important work.**

Yours sincerely

*Andrew Towlerton*

Mr Andrew Towlerton  
Clerk and Responsible Financial Officer  
Ecclesfield Parish Council

Council Agenda 6/10/2022

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## **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**

### **2022/59 (FC) Apologies and Reasons for Absence**

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

### **2022/60 (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.

### **2022/61 (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.

### **2022/62 (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.

### **2022/63 (FC). Council Minutes**

- a) To approve the Minutes of the Full Council meeting held on 28 July 2022 (attached as item 63a).

- b) To approve the Minutes of the Extra Ordinary Full Council meeting held on 8 September (attached as item 63b).

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

### **2022/64 (FC). Environmental Planning Committee**

- a) To endorse the Notes of the Environmental Planning Delegated Powers meeting held on 21 July 2022 (attached as item 64a).
- b) To endorse the Notes of the Environmental Planning Delegated Powers meeting held on 11 August 2022 (attached as item 64b).
- c) To approve the Minutes of the Environmental Planning Committee meeting held on 8 September 2022 (attached as item 64c).
- d) To endorse the Notes of the Environmental Planning Delegated Powers meeting held on 22 September 2022 (attached as item 64d).

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

### **2022/65 (FC). Finance and Premises Committee Minutes**

- a) To approve the Minutes of the Finance and Premises Committee meeting held on 21 July 2022 (attached as item 65a).
- b) To receive a verbal report and consider any recommendations requiring Council approval concerning grants applications considered at the 29 September 2022 meeting, namely:
  1. That it is recommended to Council that approval be given to South Yorkshire County Scout Group to re-use the grant (£1,500) previously awarded to them for the purchase of a shipping container for storage (Min 2021/185(1) (FC)) towards the purchase of a rotating CCTV camera and Laser Beam (all wards).
  2. That it is recommended to Council that Thorncliffe Community Sports be granted an award of £650 for the insurance of Thorncliffe Recreation Ground (Thorncliffe ward).

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

### **2022/66 (FC). Staffing Committee**

To receive a verbal report from the Staffing Committee meeting held on 29 September 2022 meeting.

### **2022/67 (FC). To consider monthly accounts schedule and budget update**

- a) To receive a report from the Clerk on any unallocated remaining underspend from the financial year 2021/2022 and determine which budget heading (s) they should be allocated to.

- b) To receive a budget update and bank reconciliation to end of August 2022.
- c) To approve the schedule list of payments made between 22<sup>nd</sup> August 2022 and 28<sup>th</sup> September 2022 (attached as item 67a).

### **2022/68 (FC). CIL spending priorities for the Council's share of the Community Infrastructure Levy for 2022/2023.**

Members may recall that it resolved at its July meeting that its priorities for the spending of its share of the Community Infrastructure Levy for 2022/2023 were Improvements to Parks and Open Spaces and Highway Safety (see minute 2022/53). Members and others were asked to identify any specific projects they would like to see supported through this Levy in this financial year. The Clerk will provide a verbal report on these. Please note that David Rice from Sheffield City Council will be in attendance for this item.

### **2022/69 (FC). NALC/SLCC Civility and Respect Pledge**

The National Association of Local Council's (NALC) and the Society of Local Council Clerks (SLCC) are jointly asking that all town and parish councils to sign a pledge, that *'By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role'*. A full copy of the pledge is attached as item 69a.

### **2022/70 (FC). Armed Forces Covenant**

Parish Councils and others are being encouraged to become a signatory to the Armed Forces Covenant. "The Covenant is a voluntary pledge which organisations may choose to sign up to in order to demonstrate their support for the Armed Forces Community and the principles of the Covenant". Further information about the Armed Forces Covenant can be found at [Armed Forces Covenant: guidance and support - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/armed-forces-covenant-guidance-and-support).

### **2022/71 (FC). Community Hall Refurbishment Update and next steps**

To receive a verbal progress report.

### **2022/72 (FC). Ward Based Grant Policy and Procedures**

To receive a verbal and written report from the Clerk to proposed amendments.

### **2022/73 (FC). Completion of review of Annual Governance and Accountability Return (AGAR) for Ecclesfield Parish Council for the year ended 31 March 2022.**

To note that the External Auditor has completed the review and concluded *'in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'*.

**2022/74 (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 Towlerton)
- 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).

**2022/75 (FC). Ukrainian Humanitarian Working Party**

To receive a verbal progress report from its Chairman, Councillor Susan Davidson.

**2022/76 (FC). Correspondence.**

YLCA White Rose, YLCA Training programme, SCC's new guidance on the procedure for Dealing with Standards Complaints and South Yorkshire Police and Crime Panel Annual report.

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

**2022/77 (FC). Date and Time of Future Meetings:**

- Environmental Planning Delegated Powers Meeting is scheduled for Thursday 20 October at 6.30 pm.
- Finance and Premises Committee Meeting is scheduled for Thursday 20 October 2022 at 7.15 pm.
- Environmental Planning Committee Meeting is scheduled for Thursday 3 November at 6.30 pm.
- Council Meeting is scheduled for Thursday 3 November 2022 at 7.15 pm.
- Staffing Committee Meeting is scheduled for Thursday 24 November 2022 at 6.30 pm.