



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Parish Council

SUMMONS AND AGENDA

25th November 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 1st December 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.

Yours sincerely

Andrew Towleron

Mr Andrew Towleron
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

2022/96 (FC) Apologies and Reasons for Absence

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

2022/97 (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.

2022/98 (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.

2022/99 (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.

2022/100 (FC). Council Minutes

To approve the Minutes of the Full Council meeting held on 3 November 2022 (attached as item 100a).

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

2022/101 (FC). Environmental Planning Committee

- a) To approve the Minutes of the Environmental Planning Committee meeting held on 3 November 2022 (attached as item 101a).
- b) To endorse the Notes of the Environmental Planning Delegated Powers meeting held on 17 November 2022 (attached as item 101b).
- c) To receive a verbal report on the Environmental Planning Committee meeting held on 1 December 2022.

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

2022/102 (FC). Finance and Premises Committee Minutes

To approve the minutes and any outstanding recommendations requiring Council approval of the Finance and Premises Committee meeting held on 17 November 2022 (attached as item 102a). Councillor's attention is particularly drawn to the following items:

1. That it is recommended to Council that Ecclesfield Priory Players be offered a grant of £2,625.60 towards new stage curtains (Ecclesfield Ward) – 2022/50a (F&P).
2. That it is recommended to Council that Friends of Grenoside Green be offered a grant of £1,599 towards the purchase and installation of a secure building to store equipment (Grenoside Ward) – 2022/50b (F&P).
3. That it is recommended to Council that Thorncliffe and Wentworth Cricket Club be offered a grant of £3,500 towards a training net and 4 window shutters to protect their facility (Chapelton Ward) - 2022/50c (F&P).
4. That it is recommended to Council that Thorncliffe Community Sports be offered a grant of £12,000 towards the cost of the removal and re-siting of a 1.8m half pipe skate park equipment from Oxley Park, Stocksbridge to Angram Bank Park conditional on the Parish Council requiring:
 - (i) In writing from Sheffield City Council that the equipment can be moved/relocated to Angram Bank.
 - (ii) That the risk assessment has been completed.
 - (iii) Confirmation of the costs for the on-going maintenance of the facility.
 - (iv) Confirmation from Sheffield City Council that they will be the responsible body for the equipment for at least five years.

In addition, that the grant is split between High Green and Thorncliffe wards (the precise apportionment between the wards to be determined by Council) - 2022/50d (F&P).

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

2022/103 (FC). Staffing Committee

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

2022/104 (FC). To consider monthly accounts schedule and budget update

- a) To receive a verbal and written report on the budget update and bank reconciliation to end of October 2022.
- b) To approve the schedule list of payments made between 8th September 2022 and 25th November 2022 (attached as item 104a).

2022/105 (FC). To consider and agree the:

- (i) Budget for the financial year 2023/2024.
- (ii) Precept for the financial year 2023/2024.

The detailed proposed budget and precept is shown as **confidential item 105a**.

2022/106 (FC). Churches, Charities and Local Authority (CCLA)

To a receive verbal report on a meeting between representatives of the CCLA and the Parish Council about investing some of the Council's reserves with the CCLA and discuss next steps.

Members are reminded that Council received a presentation from the CCLA about at its 5 September 2019 meeting.

Further information about the CCLA can be found at [Home | CCLA](#).

2022/107 (FC). To appoint an Internal Auditor

To consider and agree the outcome of the process to appoint an Internal Auditor.

2022/108 (FC). Policies for Approval:

- a) Volunteer Policy.
- b) Freedom Of Information Policy
- c) Documentation Retention Policy

These can all be viewed on the Parish Council website at:

<https://ecclesfield-pc.gov.uk/documents/volunteer-policy/>
<https://ecclesfield-pc.gov.uk/documents/freedom-of-information-policy/>
<https://ecclesfield-pc.gov.uk/documents/document-retention-policy/>

NB - Please note that the Clerk is recommending that these be approved for another two years largely unaltered from the previously adopted versions.

2022/109 (FC). Community Hall Refurbishment Update and next steps

To receive a verbal report.

2022/110 (FC). Assets of Community Value

- a) To consider nominating Mobri Bakery, St Mary's Lane, Ecclesfield as an Asset of Community Value.
- b) To discuss any other assets in the parish that the Council may wish to designate as Assets of Community Value.

More information about Assets of Community Value can be found at [What are Assets of Community Value \(ACV\)? - MyCommunity](#)

2022/111 (FC). To receive a verbal 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).

2022/112 (FC). Ukrainian Humanitarian Situation Working Party

To receive a verbal progress report.

2022/113 (FC). Correspondence

YLCA White Rose Update YLCA Training programme, NALC Chief Executive's Bulletin, Flyer for tree planting event on at 12.00 pm on Sunday 4 December 2022 at Chapeltown Park to commemorate Queen Elizabeth II's reign. Also, invitation to Police Community Forum on 5 December 2022 (5pm-6pm) at Thomas Chambers Newton Memorial Hall and for the Council to be involved in the Commonwealth Nations' Flag of Peace Celebrations/Commonwealth Day on March 13, 2023.

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

2022/114 (FC). Date and Time of Future Meetings:

- Environmental Planning Delegated Powers Meeting to be confirmed.
- Finance and Premises Committee Meeting to be confirmed.

- Environmental Planning Committee Meeting is scheduled for Thursday 12 January 2023 at 6.30 pm.
- Council Meeting is scheduled for Thursday 12 January 2023 at 7.15 pm.
- Staffing Committee meeting is scheduled for Thursday 26 January 2023 at 7.00 pm.