



## **Minutes of Meeting of Ecclesfield Parish Council held on Thursday 7 September 2023 at the Council Offices**

**The meeting commenced: 7.15 pm - concluded: 8.55 pm.**

**Councillors Present.** Susan Davidson (Chairman), Andy Bainbridge, Denise Fearnley, John Housley, Alan Hooper, Michael Levery, Michael Morrissey, Robert Reiss, Thomas Sturgess and Alan Woodcock.

**Absent Councillors.** Anthea Brownrigg, Dr. John Bowden, Victoria Bowden, Kate Guest, and Adam Hurst.

**Officers.** Andrew Towlerton – Parish Clerk/RFO and Laura Tickle Financial and Administration Officer.

**Members of the Public.** One member of the public.

### **Chairman's Announcement**

The Chairman, Councillor Susan Davidson, opened the meeting. She outlined the procedures to ensure that it was effective, lawful, and safe.

The member of the public attending stated that they would be recording the meeting. The Clerk said that he would also be recording the meeting to aid minute taking.

Prior to the formal commencement of the meeting, the certificates, and trophies for the winning gardens of the Ecclesfield Parish Gardening Competition 2023 were presented by Councillors Susan Davidson, John Housley, and Michael Morrissey.

The Chairman went on to also present Jo Birch with a Chairman's Award in recognition of her outstanding volunteering in the community and nature conservation in High Green.

This was followed by a presentation by Gary Whitaker from Active Regen who provided a progress report on the emerging Community Sport and Physical Activity programme. He made specific reference to the programme of free activities for 100 children aged between 5-16 years that had taken place over the summer at Mortomley Park, High Green, which had been supported by the Parish Council. He advised that this had been a great success. He was asked to develop a more detailed and costed programme of activities that Active Regen could provide for this and the next financial year for consideration at a future meeting of the Parish Council, which he agreed to do.

This was followed by a presentation by resident and former Parish Councillor David Ogle who provided a progress report on the proposal aimed at reducing crime and anti-social behaviour in the Parish in furtherance of minutes 2022/48(4) and 2022/155. He stated that this was progressing. A group had been established to lead on its development and implementation and various funding opportunities identified. A detailed discussion then took place on the proposal. David Ogle was invited to attend the November meeting

of the Full Council to discuss progress in more detail which he agreed to do. He was also asked to prepare a briefing note outlining progress and next steps for circulation to Councillors in early October, which he also agreed to do.

<b><u>2023/54 (FC)</u></b>	<b><u>Item 54: Apologies and Reasons for Absence</u></b>
	<p>The Clerk stated that he had received four from councillors Dr. John Bowden, Victoria Bowden, Anthea Brownrigg, and Kate Guest. These were then considered.</p> <p>a) Proposed by Councillor Denise Fearnley and seconded by Councillor Thomas Sturgess and <b>RESOLVED:</b> That the apology and reason given for absence by Councillor Kate Guest be approved. <i>(10 in favour)</i></p> <p>b) Proposed by Councillor Alan Woodcock and seconded by Councillor Denise Fearnley and <b>RESOLVED:</b> That the apologies and reasons given for absence by Councillor Dr. John Bowden and Councillor Victoria Bowden be approved. <i>(10 in favour)</i></p> <p>c) Proposed by Councillor Denise Fearnley and seconded by Councillor Robert Reiss and <b>RESOLVED:</b> That the apology and reason given for absence by Councillor Anthea Brownrigg be approved. <i>(6 in favour, 2 against, 2 abstained)</i></p>
<b><u>2023/55 (FC)</u></b>	<b><u>Item 55: Declarations of Interests</u></b>
	<p>The Clerk reported that he had not received any.</p>
<b><u>2023/56 (FC)</u></b>	<b><u>Item 56: Exclusion of Press and Public</u></b>
	<p>It was confirmed that there were no items on the agenda that required the exclusion of the press and public.</p>
<b><u>2023/57 (FC)</u></b>	<b><u>Item 57: Public Participation Session</u></b>
	<p>There were no questions raised.</p>
<b><u>2023/58 (FC)</u></b>	<b><u>Item 58: Council Minutes</u></b>
	<p>These were considered.</p> <p>a) Proposed by Councillor Alan Woodcock and seconded by Councillor Rob Reiss and <b>RESOLVED:</b> That the minutes of the Council meeting held on the 6<sup>th</sup> July 2023 be approved. <i>(10 in favour)</i></p> <p>b) Proposed by Councillor Andrew Bainbridge and seconded by Councillor Michael Morrissey and <b>RESOLVED:</b> That the minutes of the extra ordinary Council meeting held on the 3<sup>rd</sup> August 2023 be approved. <i>(10 in favour)</i></p>
<b><u>2023/59 (FC)</u></b>	<b><u>Item 59: Environmental Planning Committee Minutes</u></b>
	<p>These were considered.</p> <p>a) Proposed by Councillor Thomas Sturgess and seconded by Councillor Robert Reiss and <b>RESOLVED:</b> That the minutes of the Environmental Planning Committee held on the 6<sup>th</sup> July 2023 be approved. <i>(10 in favour)</i></p>

	<p>b) Proposed by Councillor Andy Bainbridge and seconded by Councillor Denise Fearnley and <b>RESOLVED:</b> That the notes of the Environmental Planning Delegated Power meeting held on the 20<sup>th</sup> July 2023 be endorsed. <i>(10 in favour)</i></p> <p>c) Proposed by Councillor Thomas Sturgess and seconded by Councillor Denise Fearnley and <b>RESOLVED:</b> That the notes of the Environmental Planning Delegated Power meeting held on the 17<sup>th</sup> August 2023 be endorsed. <i>(10 in favour)</i></p> <p>d) Councillor Alan Hooper then provided a verbal report on the Environmental Planning Committee meeting held immediately before this Full Council meeting, which he had chaired. He drew particular attention to the various planning applications considered, progress with the Neighbourhood Plan and a letter the Council had received from a resident who was concerned about changes to the 86 bus route. A general discussion then took place on the cut back and withdrawal of bus routes in the parish.</p> <p>Proposed by Councillor Robert Reiss and seconded by Councillor Thomas Sturgess and <b>RESOLVED:</b> That representatives from Stagecoach and the South Yorkshire Mayor, Oliver Coppard/or his representative, be invited to a future Full meeting of the Parish Council to discuss the provision of bus services in the Parish. <i>(10 in favour)</i></p>
<b><u>2023/60 (FC)</u></b>	<p><b><u>Item 60: Finance and Premises Minutes</u></b></p> <p>These were considered.</p> <p>Proposed by Councillor Michael Levery and seconded by Councillor John Housley and <b>RESOLVED:</b> That the minutes of the Finance and Premises Committee held on the 20<sup>th</sup> July 2023 be approved. <i>(10 in favour)</i></p> <p>Cllr John Housley expressed his concern and disappointment about some of the inappropriate and abusive language used by a member of the public who attended the meeting.</p>
<b><u>2023/61 (FC)</u></b>	<p><b><u>Item 61: Staffing Minutes</u></b></p> <p>These were considered.</p> <p>Proposed by Councillor Thomas Sturgess and seconded by Councillor Alan Woodcock and <b>RESOLVED:</b> That the minutes of the Staffing Committee meeting held on the 29<sup>th</sup> June 2023 be approved. <i>(10 in favour)</i></p>
<b><u>2023/62 (FC)</u></b>	<p><b><u>Item 62: Payments for Approval</u></b></p> <p>The Clerk provided a verbal and written report on the payments for approval.</p> <p>Proposed by Councillor Robert Reiss and seconded by Councillor Thomas Sturgess and <b>RESOLVED:</b> That the payments for approval between 27<sup>th</sup> July and 1<sup>st</sup> September 2023 (and as shown at Appendix 1) be approved.</p>
<b><u>2023/63 (FC)</u></b>	<p><b><u>Item 63: Policies for Approval</u></b></p> <p>This various new and existing polices due for renewal were considered.</p>

	<p>a) Proposed by Councillor John Housley and seconded by Councillor Andy Bainbridge and <b>RESOLVED:</b> That the Financial Regulation 2023 and Standing Orders 2023 be approved. <i>(10 in favour)</i></p> <p>b) Proposed by Councillor Alan Woodcock and seconded by Councillor Denise Fearnley and <b>RESOLVED:</b> That the Management of the Recording at Council meetings (2023) and Flag Flying Protocol (2023) be approved. <i>(10 in favour)</i></p>
<b><u>2023/64 (FC)</u></b>	<p><b><u>Item 64: Kings Award for Voluntary Service</u></b></p> <p>The Council considered making a nomination to the Kings Award for Voluntary Service 2023, which is the highest award given to volunteer groups across the UK.</p> <p>Reference was also made to the High Green Development Trust's Voluntary and Community Awards for 2023. It was agreed that the Council should consider nominating suitable people and bodies for an award under the various categories.</p> <p>In addition, a discussion took place on the Chairman's Awards and potential nominations considered.</p> <p>Proposed by Councillor Alan Woodcock and seconded by Councillor Alan Hooper and <b>RESOLVED:</b> That (i) Doris Denton be nominated by the Council for a Kings Award for Voluntary Service (2023) and (ii) that the Clerk in conjunction with the Chairman coordinate the Council's nominations to the High Green Development Trust's Voluntary and Community Awards for 2023. <i>(10 in favour)</i></p>
<b><u>2023/65 (FC)</u></b>	<p><b><u>Item 65: To consider joining Sheffield City Council and others in declaring a Biodiversity and Ecological Emergency</u></b></p> <p>It was explained that the Council has been asked to consider declaring a Biodiversity and Ecological Emergency in support of Sheffield City Council and others that have already done this.</p> <p>Proposed by Councillor Thomas Sturgess and seconded by Councillor John Housley and <b>RESOLVED:</b> That the Council declares a Biodiversity and Ecological Emergency in support of Sheffield City Council and others that have already made such a declaration. <i>(10 in favour)</i></p>
<b><u>2023/66 (FC)</u></b>	<p><b><u>Item 66: The provision of Winter Warm Packs to Vulnerable Individuals in the Parish</u></b></p> <p>A progress report was given by the Clerk on this activity (see also minute 2022/170 (FC)) which aimed to help older people and others living in vulnerable situations by giving them extra support to stay warm and well during the winter months. The focus of the distribution would be through the Chapel Green Community Fridge. Other distribution means were also highlighted, which the Clerk agreed to progress.</p>
<b><u>2023/67 (FC)</u></b>	<p><b><u>Item 67: To receive a verbal report from councillor representatives (by exception) on outside bodies, as appropriate</u></b></p> <p>The Chairman asked that any report be provided by exception i.e., if there was nothing particular that a Councillor wished to provide by way of an update, they did not have to state this.</p> <p>a) Anne Resesby Trust (Council representatives Councillors Andy Bainbridge, Susan Davidson and Denise Fearnley).</p>

	<ul style="list-style-type: none"> <li>b) Ecclesfield Charities (Council representative Councillor Kate Guest).</li> <li>c) Grenoside Advisory Body (Council representatives Councillors Alan Hooper and Adam Hurst).</li> <li>d) Sheffield City Council Standards Committee (Council representative Councillor Robert Reiss) – Cllr Andy Bainbridge paid tribute to the excellent training given by Sheena Hobson, Chief Executive of the YLCA at the recent all councillor training she provided for the Council. The Clerk agreed to convey these sentiments to her. He also confirmed that he would be contacting councillors soon with a view to arranging a date for the second part of this training.</li> <li>e) Yorkshire Local Councils Associations (Council representative Councillor Andy Bainbridge).</li> <li>f) Sheffield City Council’s North Sheffield Local Area Committee (Council representative Councillors Victoria Bowden and Adam Hurst) – It was noted that its next meeting was on Tuesday 26<sup>th</sup> September 2023.</li> </ul>
<p><b><u>2023/68 (FC)</u></b></p>	<p><b><u>Item 68: Correspondence</u></b></p> <p>The various correspondence was noted. Special mention was made to the correspondence about the proposed closure of Royal Mail’s Chapeltown Delivery Office. It was confirmed that the Parish Council had objected to this.</p> <p>Reference was also made to the consultation on the proposed removal of payphones by BT in Sheffield. The Clerk said that he would be circulating details of the consultation to members shortly. He added that as the official deadline for the comments was before the next meeting of the Parish Council, he would be using his delegated powers to coordinate the Council’s response.</p> <p>It was noted that while there was a duty to notify parish councils about the proposed removal of pay phones there did not appear to be a similar duty regarding the closure of Delivery Offices. It was agreed that the Council should write to the Government, Royal Mail and the YLCA urging that there should be a statutory requirement to notify and consult with concerned parish councils about proposed closure of Delivery Offices.</p>
<p><b><u>2023/69 (FC)</u></b></p>	<p><b><u>Item 69: Date and Time of Future Meetings</u></b></p> <p>It was confirmed that the next:</p> <ul style="list-style-type: none"> <li>• Environmental Planning Delegated Powers Meeting is scheduled for Thursday 21<sup>st</sup> September 2023 at 6.30 pm to be held remotely.</li> <li>• Finance and Premises Committee Meeting is scheduled for Thursday 21<sup>st</sup> September 2023 at 7.15 pm at the Council Offices.</li> <li>• Staffing Committee Meeting scheduled for Thursday 28<sup>th</sup> September 2023 at 7.00 pm at the Council Offices.</li> <li>• Environmental Planning Committee Meeting is scheduled for Thursday 5<sup>th</sup> October 2023 at 6.30 pm at the Council Offices.</li> <li>• Council Meeting is scheduled for Thursday 5<sup>th</sup> October 2023 at 7.15 pm at the Council Offices.</li> </ul>

**APPENDIX 1: PAYMENTS LIST FOR APPROVAL 27<sup>th</sup> July 2023 – 1<sup>st</sup> September 2023 (Item 2023/62)**

<b>Date invoice received</b>	<b>Payee Name</b>	<b>Description</b>	<b>Payment method</b>	<b>Net Amount</b>	<b>VAT if eligible</b>	<b>Total Amount</b>
27.7.23	New Build Labour Ltd (previously Homes for Yorkshire)	Part payment to cover purchase of materials – Disabled ramp and fire exits to Ecclesfield Council Offices	BACS	£3,666.00	£733.20	£4,399.20
8.8.23	YLCA	Councillor Training day – 5 August 23	BACS	£480.00	-	£480.00
9.8.23	Rockingham Trophies	Brass bench plaques x8	BACS	£160.00	-	£160.00
15.8.23	SLCC	Clerk Membership fee	BACS	£236.00	-	£236.00
21.08.23	Sheffield City Council	Fees and charges for Sheffield City Council's work in providing the EPC elections	BACS	£19,338.58	-	£19,338.58
31.08.23	Andrew Towlerton Associates	Consultancy Support Neighbourhood Plan – to cover updating Census and other info and initial consultation NB – all grant funded plus 10% contribution from EPC	BACS	£1,650	-	£1,650