



**Public Participation Session**

Prior to the commencement of the meeting, there was a presentation by Gary Whitaker from Active-Regen about their February-March programme in the parish. He explained that this had gone very well and was fully booked after two days. The feedback from the participants was very good.

He then went on to outline his thoughts for the programme for the financial year 2024-2025, which included close working, and potentially financial support, from several local bodies operating in the parish including Ecclesfield Library. The programme he anticipated would be on a bigger scale than previously, including additional activities some aimed at other age groups (such as the over 60s) across the whole of the parish. A general discussion then took place on both the existing and emerging programme.

An opportunity was then provided for members of the public to ask any questions of the Council. None were asked.

**Minutes of Meeting of Ecclesfield Parish Council held on Thursday 7 March  
2024 at the Council Offices**

**The meeting commenced: 7.15 pm - concluded: 9.15 pm.**

**Councillors Present.** Susan Davidson (Chairman), Victoria Bowden, Dr. John Bowden, Denise Fearnley, Alan Hooper, John Housley, Kate Guest, Adam Hurst, Mike Levery, Michael Morrissey, Rob Reiss, Thomas Sturgess and Alan Woodcock.

**Absent Councillors.** Andrew Bainbridge and Anthea Brownrigg.

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

**Members of the Public.** None.

**Chairman’s Announcement**

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

**2023/141  
(FC)**

**Item 141: Apologies and Reasons for Absence**

The Chairman stated that an apology had been received from Councillor Andy Bainbridge.

Proposed by Councillor Adam Hurst and seconded by Councillor Robert Reiss and  
**RESOLVED:** That the apology and reason given for absence by Councillor Andy Bainbridge

	<p>be approved.</p> <p style="text-align: right;"><i>(13 in favour)</i></p>
<b><u>2023/142</u></b> <b><u>(FC)</u></b>	<p><b><u>Item 142: Registers of Interests</u></b></p> <p>The Clerk reported that he had not received any declarations of interest.</p>
<b><u>2023/143</u></b> <b><u>(FC)</u></b>	<p><b><u>Item 143: Exclusion of Press and Public</u></b></p> <p>The Chairman explained that she did not consider that there were any items that required the exclusion of the press or public.</p>
<b><u>2023/144</u></b> <b><u>(FC)</u></b>	<p><b><u>Item 144: Council Minutes</u></b></p> <p>These were considered. The Clerk reported that he had received a couple of minor suggested amendments prior to the meeting.</p> <p>Proposed by Councillor Alan Woodcock and seconded by Councillor Denise Fearnley and  <b>RESOLVED:</b> That subject to the above minor amendments being made, the minutes of the Council meeting held on the 1 February 2024 be approved.</p> <p style="text-align: right;"><i>(13 in favour)</i></p>
<b><u>2023/145</u></b> <b><u>(FC)</u></b>	<p><b><u>Item 145: Environmental Planning Committee Minutes</u></b></p> <p>These were considered.</p> <p>Proposed by Councillor Robert Reiss and seconded by Councillor Thomas Sturgess and  <b>RESOLVED:</b> That the minutes of the Environmental Planning Committee held on the 1 February 2024 be approved.</p> <p style="text-align: right;"><i>(13 in favour)</i></p> <p>Its Chairman, Councillor Dr. John Bowden, provided a verbal report on the main outcomes and topics of discussion from the meeting of the Committee that had taken place immediately before the Full Council meeting. He explained that it was a well attended meeting with about 12 members of the local community in attendance, all of whom had come to outline their concerns and objections to an outline planning application at Land at Rear of 241, Burncross Road, Burncross for the erection of up to 14 dwellinghouses (Ref 23/02892/OUT). This planning application had been the main item of discussion.</p>
<b><u>2023/146</u></b> <b><u>(FC)</u></b>	<p><b><u>Item 146: Finance and Premises Minutes</u></b></p> <p>These were considered.</p> <p>a) Proposed by Councillor John Housley and seconded by Councillor Adam Hurst and  <b>RESOLVED:</b> That</p> <p>(i) Foldable tables and chairs, Wi-Fi booster and digital TV be purchased for the Community Room up to a value of £1,500.</p> <p>(ii) Up to £1,000 be vired from the Advertising budget heading (Code 4195) to help facilitate their purchase.</p> <p>(iii) A bench be sited and associated environmental works undertaken on land next to the Community Room.</p> <p>(iv) Up to £525 be allocated from the Council's share of the Community Infrastructure Levy for 2023/2024 in support of the above activity.</p> <p>(v) Subject to approval of Sheffield City Council and other interested parties, a bench be installed at Grenoside Green, Grenoside in dedication of Chris Birkby (former councillor and Chairman of the Council) (in furtherance of</p>

	<p>minute 2023/105(b)).</p> <p>(vi) The minutes of the Finance and Premises Committee meeting held on 15<sup>th</sup> February 2024 be approved.</p> <p style="text-align: right;"><i>(13 in favour)</i></p> <p>(b) Proposed by Councillor Michael Levery and seconded by Councillor Victoria Bowden and <b>RESOLVED:</b> That a grant of £10,000 be awarded to Thorncliffe Tennis Club from the Council's Large Grant Programme towards the costs of resurfacing three tennis courts.</p> <p style="text-align: right;"><i>(13 in favour)</i></p> <p>The Clerk noted that the recommendation (2023/99(F&amp;P)) from the Finance and Premises Committee was conditional on the Tennis Club providing in writing evidence of a long-term lease or similar long term undertaking that they have exclusive use of the land on which the three tennis courts are sited. He confirmed that they had provided such evidence, which had been considered by the Chairman, the Clerk and other Councillors who considered that it was satisfactory.</p> <p>(c) Proposed by Councillor John Housley and seconded by Councillor Victoria Bowden and <b>RESOLVED:</b> That Lound Academy PTA be permitted to spend the residual amount of their grant award (£454.20) on the purchase of a sound system and stage backdrop.</p> <p style="text-align: right;"><i>(10 in favour, 2 against and 1 abstention)</i></p> <p>The Chairman stressed that this was a one-off payment, due to the special circumstances associated with the under-spend and did not consider that it created a precedence for future similar applications to be approved.</p>
<p><b><u>2023/147</u></b> <b><u>(FC)</u></b></p>	<p><b><u>Item 147: Staffing Committee Minutes</u></b></p> <p>These were considered. Councillor Michael Levery asked whether revised Finance and Premises would have the option to create a Staffing sub-committee if required. It was confirmed that they could. Councillor Thomas Sturgess, Chairman of the Staffing Committee, said that the intention was that he would continue to act as the line manager of the Clerk, which was welcomed.</p> <p>Proposed by Councillor Thomas Sturgess and seconded by Councillor Robert Reiss and <b>RESOLVED:</b> That</p> <ul style="list-style-type: none"> <li>(a) The Staffing Committee be rescinded and its functions transferred to a revised Finance and Premises Committee.</li> <li>(b) These changes should take affect following the Annual Meeting of the Council in May 2024.</li> <li>(c) The minutes of the Staffing Committee held on 25<sup>th</sup> January 2023 be approved.</li> </ul> <p style="text-align: right;"><i>(13 in favour)</i></p>
<p><b><u>2023/148</u></b> <b><u>(FC)</u></b></p>	<p><b><u>Item 148: Payments for Approval</u></b></p> <p>The Financial and Administrative Officer provided a verbal and written report on the schedule of payments made between 14<sup>th</sup> January and 29<sup>th</sup> February 2024. The Clerk also notified the Council of a payment he intended to use his delegated powers to commission urgent repairs to the fire doors in the Council offices.</p> <p>Proposed by Councillor John Housley and seconded by Councillor Denise Fearnley and <b>RESOLVED:</b> That the payments for approval between 14<sup>th</sup> January and 29th February 2024 (and as shown at Appendix 1) be approved.</p> <p style="text-align: right;"><i>(13 in favour)</i></p>

	Councillor Robert Reiss left the meeting at this point.
<p><b><u>2023/149</u></b> <b><u>(FC)</u></b></p>	<p><b><u>Item 149: To enter into an agreement for the purchase of two former telephone kiosks</u></b></p> <p>It was reported that at its 7th December 2023 meeting, the Council agreed in principle to adopt two former telephone kiosks at School Road, High Green and Warren Lane, Chapeltown (see minute 2023/109 (FC)), potentially to be reused as defibrillator stations. BT has since agreed to enter into an agreement for their sale at £1 to the Council and had issued a draft contract in furtherance of this. If minded to sign this contact, the Council would then be responsible for them including their maintenance and re-use. This was then considered.</p> <p>Councillor John Housley also made reference to a useful meeting he, the Clerk and Natalie Richardson had with a representative from a body called Community Heart Beat about the support they might provide in installing and maintaining defibrillators in the parish, with a particular focus of the re-use of the two former telephone kiosks for this purpose.</p> <p>(a) Proposed by Councillor John Housley and seconded by Councillor Alan Woodcock and <b>RESOLVED:</b> That the Council agrees in principle to purchase two former telephone kiosks at School Road, High Green and Warren Lane, Chapeltown from BT at a cost of £1 subject to due diligence.</p> <p style="text-align: right;">(12 in favour)</p> <p>(b) Proposed by Councillor Alan Hooper and seconded by Councillor Dr. John Bowden and <b>RESOLVED:</b> That the Council agrees in principle to the allocation of up to £4,000 from its budget for the 2024/2025 financial year to enable the said two former telephone kiosks be re-used as defibrillator stations, subject to the amount being found from underspends from the 2023/2024 budget.</p> <p style="text-align: right;">(12 in favour)</p> <p>Councillor John Housley then provided a verbal report on a discussion he had with a representative from Chap Market on whether the Council might in principle be willing to take over the maintenance of the defibrillator at Chap Market, Chapeltown. It was agreed that the Council’s Facilities Manager should undertake an inspection of this defibrillator and once this has been done the proposal should be brought to a future meeting of the Council for consideration, which was agreed.</p>
<p><b><u>2023/150</u></b> <b><u>(FC)</u></b></p>	<p><b><u>Item 150: Establishment of a Working Party to help coordinate Community Galas and similar events in the Parish</u></b></p> <p>It was reported that the Council had previously agreed that “A working group should be established comprising parish councillors and representatives from the various local groups organising community galas and similar events in the parish supported by Council staff” (minute 22/088 (d) (F&amp;P)). The Clerk confirmed that he considered that the Council were now in a position to progress its establishment. The draft purpose and membership of the Working Party was provided, which were endorsed. It was explained that the aim was that it would have its first meeting in April. It was confirmed that any Councillor could join it, though it was noted some may be ‘double hatted’ i.e. also representing a community group. Councillors Denise Fearnley, John Housley, Thomas Sturgess and Susan Davidson all expressed an interest in joining the Working Party.</p>

**2023/151**  
**(FC)**

**Item 151: Active Regen**

Members considered next steps following the presentation by Gary Whitaker of Active-Regen (discussed as part of the public participation session earlier) concerning the proposed programme of activities over the financial year 2024/2025. Various other funding programmes that Active-Regen and potentially the Council could approach in support of the activity were discussed. These included Awards for All, South Yorkshire Police and Crime Commissioner and the LAC.

Proposed by Councillor Alan Woodcock and seconded by Councillor Adam Hurst and **RESOLVED:** That the:

(a) ASB budget heading of £10,000 contained in the 2024/2025 budget be, in principle, allocated towards funding the Council's share of the Active-Regen programme in the parish for the financial year 2024/2025.

(b) Council agrees in principle to pay Active-Regen monthly for the financial year 2024/2025 subject to them providing an invoice for the prior month (broken down by activity) up to £2,000 and a satisfactory SLA/spending profile.

*(12 in favour)*

**2023/152**  
**(FC)**

**Item 152: Update on Projects and Activities**

a) Local arrangements for the Great British Spring Clean Up

The Clerk provided an update on the local plans for the Great British Spring Clean Up which will take place between 15 and 31 March 2024. He explained this was an annual national clean-up environmental event in the UK, led by Keep Britain Tidy, which the Parish Council and many others has usually participated in.

b) Community Clean-ups

The Clerk outlined the details of the next Community Clean-up Day which will take place on the morning of Saturday 23<sup>rd</sup> March 2024 in the car park of Jumeirah Spice Restaurant, Ecclesfield. All Councillors were invited to take part.

He added that the date was purposefully chosen to dovetail with the Great British Spring Clean-Up (see above).

c) Ecclesfield Parish Gardening Competition 2024.

The proposals for this year's Ecclesfield Parish Gardening Competition were outlined by the Clerk. These, he explained, were essentially the same as for the previous year, including categories and make-up of the judging panel (Councillor John Housley, Councillor Michael Morrissey and Robert Marsden). These were endorsed. Reference was made to ensure that it was effectively publicised across the whole of the parish, which was noted.

d) Winter Warm Packs

This initiative continued to be successful, for example, demand for packs outstripping the Council's supply. The Council's stock was nearly exhausted. Councillor Kate Guest said that she would be happy to approach Ecclesfield Charities to explore if they might provide funding to purchase some more, which was welcomed.

<p><b><u>2023/153</u></b> <b><u>(FC)</u></b></p>	<p><b><u>Item 153: 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> <ol style="list-style-type: none"> <li>a) Anne Resesby Trust (Council representatives Councillors Andy Bainbridge, Susan Davidson, and Denise Fearnley).</li> <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 Rob Reiss).</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). Councillor Adam Hurst confirmed that he would provide a written report on the most recent meeting of the LAC, which had taken place on the 5<sup>th</sup> March 2024.</li> <li>g) Ecclesfield and District Archives project (Council representatives Councillors Dr. John Bowden, Victoria Bowden and Andy Bainbridge). Councillor Dr. John Bowden provided a report on the Sheffield Heritage Fair which took place in January and which the Archive Projects had a stall at. Councillors Dr. John Bowden and Victoria Bowden then gave an update on the 'Parish Families Open Day' held at the Community Room on Saturday 24<sup>th</sup> February 2024. This well attended event had gone well. They paid special thanks to everyone involved in its organisation, especially Emma Collins, the Council's Community Coordinator. The intention was that further similar events would take place going forward (potentially two a year) building on the success of this one.</li> <li>h) Grenoside Exhibition Foundation (all Councillors). Councillor Susan Davidson (its Chairman) provided an update. This included a proposed meeting in late March at the Reading Room, Grenoside with residents of Lump Lane, Grenoside.</li> </ol> <p>Councillor Adam Hurst left the meeting at this point.</p>
<p><b><u>2023/154</u></b> <b><u>(FC)</u></b></p>	<p><b><u>Item 154: Correspondence</u></b></p> <p>The various correspondence was noted.</p> <p>The Chairman reminded members that a representative from Thorncliffe Community Sports would be attending the next Full Council meeting, and that should Councillors have any questions for them could they ideally forward them to the Clerk prior to the meeting. The Chairman and the Clerk would then coordinate which ones would be asked.</p> <p>The Chairman also spoke about a recent Ukrainian Food funding raising event that had taken place in the parish. She explained that this had been a really good event and had raised over £3,000 to provide much needed humanitarian supplies in the Ukraine.</p>
<p><b><u>2023/155</u></b> <b><u>(FC)</u></b></p>	<p><b><u>Item 155: Date and Time of Future Meetings</u></b></p> <p>It was confirmed that the next:</p> <ul style="list-style-type: none"> <li>• Finance and Premises Committee Meeting is scheduled for Thursday 21<sup>st</sup> March 2024 at 7.15 pm at the Council Offices.</li> <li>• Staffing Committee Meeting is scheduled for Thursday 28<sup>th</sup> March 2024 at 6.30 pm</li> </ul>

at the Council Offices.

- Environmental Planning Committee Meeting is scheduled for Thursday 4th April 2024 at 6.30 pm at the Council Offices.
- Council Meeting is scheduled for Thursday 4<sup>th</sup> April 2024 at 7.15 pm at the Council Offices.
- Finance and Premises Committee Meeting is scheduled for Thursday 18th April 2024 at 7.15 pm at the Council Offices.

It was also discussed and agreed that a (i) meeting of the Trustees of the Grenoside Exhibition Charity should take place on Thursday 18th April 2024 at 6.30 pm at the Council Offices and (ii) remote Delegated Powers meeting of the Environmental Planning Committee should take place on Thursday 25th April 2024 at 7.15.

**APPENDIX 1: PAYMENTS LIST FOR APPROVAL 14 January to 29 February 2024 (see item 2023/148)**

<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>
21.2.24	Supake	Procure and replace existing IT equipment	BACS	£840.00	£168.00	£1,008.00
28.2.24	A Towleron Associates	Ecclesfield Neighbourhood Plan Consultancy	BACS	£2,750	-	£2,750