



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Parish Council

SUMMONS

7th June 2024

Dear Councillor,

You are respectfully summoned to attend the meeting of Ecclesfield Parish Council which will take place at **the Council Offices** on Thursday 13th June 2024 at 7.15 pm for a 7.30 pm start.

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.

Yours sincerely

Andrew Towlerton

Mr Andrew Towlerton
Clerk and Responsible Financial Officer
Ecclesfield Parish Council

Public Participation Session

Prior to the formal commencement of the meeting, there is an opportunity 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.

Chairman's Announcement

Prior to the commencement of the formal meeting, the Chairman will outline the procedures to ensure that the meeting is effective and lawful including:

- Councillors must observe the Council's Code of Conduct.
 - Voting procedure.
 - Public participation and the 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.
 - Councillors present may be required to state their name prior to the commencement of the meeting.
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AGENDA

2024/18 (EP) Apologies and Reasons for Absence

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

2024/19 (EP) Declarations of Interest

- a) To consider any requests for dispensation.
- b) To receive and record any declaration of interests not already declared under the Council's Code of Conduct or members register of Disclosable Pecuniary Interests.

2024/20 (EP) Exclusion of Press and Public

To consider the exclusion of the Press and Public in accordance with Public Bodies Admission to Meetings Act 1960 Section 1 (2) as amended due to the confidential nature of the business to be transacted.

2024/21 (FC) Council Minutes

To approve the Minutes of the Annual and Ordinary meeting held on 9th May 2024 (attached as item 21a).

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

2024/22 (FC) Environmental Planning Committee Minutes

- a) To approve the Minutes of the Environmental Planning Committee meeting held on 9th May 2024 (attached as item 22a).
- b) To receive a verbal report from the Environmental Planning Committee meeting held on the 13th June 2024.

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

2024/23 (FC) Finance, Premises and Staffing Committee Minutes

To approve the Minutes and any recommendations requiring Council approval of the Finance, Premises and Staffing Committee meeting held on 23rd May 2024 (attached as item 23a). Councillor's attention is particularly drawn to the following items:

- a) That it is recommended to Council that the Annual Schedule of Payments to be paid via Direct Debit or Bacs for 2024/2025 (as shown at appendix 1) be approved – 2024/8 (F&P).
- b) That it is recommended to Council that two 'Resus Annie' dolls be donated to the 105th High Green Scout Group – 2024/11 (F&P).
- c) That it is recommended to Council a grant of £1,890 be awarded to the High Green Musical Theatre Group towards the costs of producing and performing the Barnum Musical Show in 2024 – 2024/13 (b).
- d) That the minutes of the Finance, Premises and Staffing Committee held on 23rd May 2024 be approved.

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.

2024/24 (FC) Monthly Accounts and Payments for Approval

To note the schedule of payments for consideration from 23rd April 2024 to 5th June 2024 (attached as item 24a).

2024/25 (FC) Policies for Approval

- Bereavement Policy
- Disciplinary Policy
- Menopause Policy
- Grievance Policy
- Asset Register 2024-2025 (attached as item 25a)

The other existing policies can be viewed on the Council website at:

<https://ecclesfield-pc.gov.uk/documents/bereavement-policy/>

<https://ecclesfield-pc.gov.uk/documents/disciplinary-policy/>

<https://ecclesfield-pc.gov.uk/documents/menopause-policy/>

<https://ecclesfield-pc.gov.uk/documents/grievance-policy/>

The Clerk is recommending that these four policies be approved for another two years essentially unaltered from the previously adopted version.

2024/26 (FC) Operation Menai Bridge

To receive a verbal progress report on local arrangements in preparation for the death of King Charles III.

2024/27 (FC) Council Notice Boards

To receive a verbal progress report.

2024/28 (FC) Improvements to Council Offices

To receive a verbal progress report and consider any next steps.

2024/29 (FC). To receive a verbal update (by exception) from Council representatives on outside bodies, as appropriate:

- a) Ann Reresby Trust (Council representatives Councillors Andy Bainbridge and Denise Fearnley).
- b) Ecclesfield Charities (Council representative Councillor Kate Guest).
- c) Grenoside Advisory Body (Council representatives Councillors Alan Hooper and Adam Hurst).
- d) Sheffield City Council Standards Committee (Council representative Councillor Rob Reiss).
- e) Yorkshire Local Councils Associations (Council representative Councillor Andy Bainbridge).
- f) Sheffield City Council's North Sheffield Local Area Committee (Council representatives Councillors Victoria Bowden and Adam Hurst).
- g) Ecclesfield and District Archives project (Council representatives Councillors Andy Bainbridge, Dr. John Bowden and Victoria Bowden).
- h) Grenoside Exhibition Foundation Charity (all Councillors).

2024/30 (FC) Correspondence.

- YLCA White Rose Update, training programme and other updates.
- NALC Chief Executive's Bulletin.
- Arrangements for Council Stall at Grenoside Gala on Saturday, 15th June 2024.
- Date and time of next community clean-up – the morning of Saturday 20th July 2024 at Grenoside.
- Confirmation that the DHLUC visit to the Parish has been paused until after the General Election.
- Invitation to the 105th Sheffield Scout Group New HQ Official Opening Event 27th July 2024, from 2pm.

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

2024/31 (FC). Date and Time of Future Meetings:

The next:

- Finance and Premises Committee Meeting is scheduled for Thursday 20th June 2024 at 7.15 pm at the Council Offices.
- Environmental Planning Committee Meeting is proposed for Thursday 11th July 2024 at 6.30 pm – at the Council Offices (please note the suggested change in date).
- The Council meeting is proposed for Thursday 11th July 2024 at 7.15 pm – at the Council Offices – at the Council Offices (please note the suggested change in date).
- Finance and Premises Committee Meeting is scheduled for Thursday 18th July 2024 at 7.15 pm - at the Council Offices.
- Environmental Planning Committee Delegated Powers Meeting is proposed to take place remotely on Thursday 25th July 2024 at 6.30 pm.

Please also note that a Grenoside Exhibition Charity Trust Meeting is scheduled for the 20th June 2024 at 6.30 pm at the Council Offices