



# ECCLESFIELD PARISH COUNCIL

*Serving your Community Since 1894*

**Council Offices, Mortomley Lane, High Green, Sheffield S35 3HS**

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**To All Members of the Parish Council**

## **SUMMONS**

26<sup>th</sup> September 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 3<sup>rd</sup> October 2024 at 7.15 pm for a 7.30 pm start.

Please note that prior to the formal commencement of the meeting, there will be a presentation by Gary Whitaker about progress with the Active-Regen project, which delivers free physical activity to all ages and abilities in the Parish. Two Chairman's Awards will also be made.

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

Council Agenda 3/10/2024

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## **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.

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## **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**

### **2024/70 (FC) Apologies and Reasons for Absence**

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

### **2024/71 (FC) 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

### **2024/72 (FC) 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.

### **2024/73 (FC) Council Minutes**

To approve the minutes of the meeting of the Full Council held on 5<sup>th</sup> September 2024 (attached as item 73a).

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

### **2024/74 (FC) Environmental Planning Committee Minutes**

- a) To approve the minutes of the Environmental Planning Committee meeting held on 5<sup>th</sup> September 2024 (attached as item 74a)
- b) To receive a verbal report from the Environmental Planning Committee meeting held on 3<sup>rd</sup> October 2024

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

### **2024/75 (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 19<sup>th</sup> September 2024 (attached as item 75a). Councillor's attention is particularly drawn to the following items requiring Council approval:

That is recommended to Council that:

- a) Up to £250 from the staffing budget should be allocated towards refreshments for the DHLUC visit on 7<sup>th</sup> October 2024 - 2024/49(b) (FP&S)
- b) Any expenditure in this financial year relating to the VE 80<sup>th</sup> Anniversary Celebrations be met from the budget heading 'Event Support and Coordination Working Party' - 2024/51 (FP&S).
- c) The existing contract with FMS be amended to include the maintenance of the two former BT phone boxes and new defibrillator at Chap Market as detailed in their email dated 12 August 2024 - 2024/52 (FP&S).
- d) The Council's priorities for the spending of its share of the Community Infrastructure Levy for 2024/2025 should be improvements to parks and open spaces and highway safety - 2024/53(a) (FP&S).
- e) Councillors are invited to forward any eligible projects they would like to see funded through the Council's share of the Community Infrastructure Levy for 2024/2025 by Monday 28 October - 2024/53(b) (FP&S).
- f) Sheffield City Council be also invited to forward any eligible projects they would like to see funded through the Council's share of the Community Infrastructure Levy for 2024/2025 by Monday 28 October - 2024/53(c) (FP&S).
- g) Full Council will consider the final list of projects they wish to see funded through this Levy in this financial year at its November 2024 meeting – 2024/53(d) (FP&S).
- h) A grant of £1,314 be awarded to the Burncross Action Team towards the costs of a large information board and associated graphic design - 2024/57 (FP&S).

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

### **2024/76 (FC) Monthly Accounts and Payments for Approval**

To receive a verbal report and note the schedule of payments 2<sup>nd</sup> September 2024 to 25<sup>th</sup> September 2024.

### **2024/77 (FC) VE Anniversary Celebrations**

At its 11<sup>th</sup> July meeting, Full Council agreed in principle that the Council should take part in these celebrations to be held on 8<sup>th</sup> May 2025. The Finance, Premises and Staffing Committee meeting held on 19<sup>th</sup> September 2024 has also considered any resource implications associated with the Council's involvement (see item 2024/75). Council needs to consider any further next steps, including a preferred location and establishment of a Working Party in support of it.

### **2024/78 (FC) Bee Squared Project**

To receive a verbal and written report (attached as item 78a) on the main outcomes of this project and consider next steps.

### **2024/79 (FC) Ecclesfield Parish Town Crier**

To consider appointing an official Town Crier.

### **2024/80 (FC) Council's Website**

- a) To receive a verbal and written report on usage (see also attachment 80a)
- b) To confirm that the Council meets the 2018 accessibility regulations (which all public bodies are required to do)

### **2024/81 (FC) Good Practice visit by DHLUC Civil Servant's on 7<sup>th</sup> October 2024**

To confirm the arrangements for this.

### **2024/82 (FC) Update on Project and Activities**

To receive a verbal progress report and consider next steps on the following activities:

- Chapeltown Toilets

### **2024/83 (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, John Housley and Victoria Bowden)
- h) Grenoside Exhibition Foundation Charity (all Councillors)

### **2024/84 (FC) Correspondence**

- YLCA White Rose Update, training programme and other updates
- NALC Chief Executive's Bulletin
- Parish Families and Work Open Day – 19<sup>th</sup> October 2024 at the Community Room adjacent to the Council Offices
- High Green Development Trust Latest update
- Post Office changes to Birdwell Mobile Service, affecting Grenoside Outreach Service update
- Northern Trains Ltd and Hull Trains Women in Rail
- Sheffield City Council – Lord Mayor's Awards 2025

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

### **2024/85 (FC). Date and Time of Future Meetings:**

The next:

- Environmental Planning Committee Delegated Powers meeting is scheduled to take place remotely on Thursday 17<sup>th</sup> October 2024 at 6.30 pm
- Finance, Premises and Staffing Committee meeting is scheduled for Thursday 17<sup>th</sup> October 2024 at 7.15 pm at the Council Offices
- Environmental Planning Committee meeting is scheduled for Thursday 7<sup>th</sup> November 2024 at 6.30 pm at the Council Offices
- Council meeting is scheduled for Thursday 7<sup>th</sup> November 2024 at 7.15 pm at the Council Offices
- Finance, Premises and Staffing Committee meeting is scheduled for Thursday 28<sup>th</sup> November 2024 at 7.15 pm at the Council Offices