



# 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**

31<sup>st</sup> October 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 7<sup>th</sup> November 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 discussion with Sergeant Matt Cook about crime and anti-social behaviour issues in the Parish.

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

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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**

### **2024/86 (FC) Apologies and Reasons for Absence**

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

### **2024/87 (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

### **2024/88 (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.

## **2024/89 (FC) Council Minutes**

To approve the minutes of the meeting of the Full Council held on 3<sup>rd</sup> October 2024 (attached as item 89a).

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.

## **2024/90 (FC) Environmental Planning Committee Minutes**

- a) To approve the minutes of the Environmental Planning Committee meeting held on 3<sup>rd</sup> October 2024 (attached as item 90a)
- b) To receive a verbal report from the Environmental Planning Committee meeting held on 7<sup>th</sup> November 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.

## **2024/91 (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 17<sup>th</sup> October 2024 (attached as item 91a). Councillor's attention is particularly drawn to the following items requiring Council approval:

It is recommended to Council that:

- a) Financial Regulation 5.8 be suspended to permit The Community Heart Beat Trust be appointed to provide and install one defibrillator in each of the former two BT phone boxes on the basis of a single quote - 2024/64(a) (FP&S)
- b) The £2,000 donation from the Wortley Rotary Club together with the £4,000 the Council had allocated for the two former BT phone boxes be earmarked for the provision of defibrillators - 2024/64(b) (FP&S)
- c) If successful, the Council accepts the offer of a half-price defibrillator via the Government sponsored scheme operated by London Hearts - 2024/64(d) (FP&S)
- d) It approves and welcomes the outcome of the Annual Governance and Internal Audit Review 2023/2024 - 2024/66(a) (FP&S)
- e) It retains the services of Account-Ant's to provide an internal audit service and on the basis of their quoted dated 23<sup>rd</sup> September 2024 - 2024/66(b) (FP&S)
- f) From 1<sup>st</sup> January 2025, the new hourly rate for new groups and others hiring the Community Room should be £15 for business users and £10 for other users - 2024/67(a) (FP&S)
- g) From 1<sup>st</sup> January 2025 the new hourly rate for existing groups and others hiring the Community Room should be £12 for business users and £6 for other users for a temporary twelve period - 2024/67(b) (FP&S)
- h) A grant of £2,000 be awarded to Quilts for the Longest Day towards the costs of making and distributing 25 quilts for local armed forces veterans subject to reference being made to the support provided by Ecclesfield Parish Council in their associated publicity materials - 2024/70 (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.

### **2024/92 (FC) Monthly Accounts and Payments for Approval**

To receive a verbal report and note the schedule of payments 23<sup>rd</sup> September 2024 to 31st October 2024.

### **2024/93 (FC) Steel Valley Project Next Steps**

At the July 2024 Council meeting, it was agreed that Councillor Michael Morrissey and Councillor Rob Reiss should meet with representatives from the Project to get a better understanding of its activities, scope for joint working and report back to Full Council with their findings (see minute 2024/61(FC)). The visit has taken place. The Council needs to consider next steps.

### **2024/94 (FC) Memorial stone/plaque for airfield in Ecclesfield**

The Council has been approached by Airfields of Britain regarding the whereabouts of a memorial stone/plaque (and associated interpretation board) for an airfield in Ecclesfield. The Council needs to consider next steps.

### **2024/95 (FC) Vandalised Bench in Mortomley Park**

One of the Council benches in Mortomley Park was severely damaged due to arson. The Council needs to consider next steps.

### **2024/96 (FC) To agree projects the Council would like to see supported through its share of the Community Infrastructure Levy for 2024/2025**

At its October 2024 meeting the Council resolved:

- 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).
- 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).
- Sheffield City Council should also be 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).
- 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).

The Council needs to consider any proposals it received from Councillors (none received) and Sheffield City Council (see attachment 96a, to follow) for eligible projects they would like to see funded through its share of the Community Infrastructure Levy for 2024/2025 and agree next steps.

## **2024/97 (FC) Update on Projects and Activities**

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

- Chapeltown Toilets
- Working Lunch with Marie Tidball MP at Council Offices on Friday 10<sup>th</sup> January 2024 at 1.00 pm.

## **2024/98 (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)

## **2024/99 (FC) Correspondence**

- YLCA White Rose Update, training programme and other updates
- NALC Chief Executive's Bulletin
- NALC Advice Note - Local Government Services Pay Agreement: 1<sup>st</sup> April 2024 to 31 March 2025
- South Yorkshire Police – Neighbourhood Alert Survey
- South Yorkshire Mayoral Combined Authority - Bus Franchising Consultation – from Wednesday 23 October 2024 to Wednesday 15 January 2025
- MHCLG - Thank you emails following good practice visit by civil servants on 7<sup>th</sup> October 2024
- MHCLG – Consultation (for 8 weeks commencing 24th October 2024) on allowing councillors to attend meetings remotely and vote by proxy at council meetings as well as on changing the standards regime to give councils the power to suspend members who have breached their code of conduct scheme.

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

## **2024/100 (FC). Date and Time of Future Meetings:**

The next:

- Environmental Planning Committee Delegated Powers meeting is scheduled to take place remotely on Thursday 21<sup>st</sup> November 2024 at 6.30 pm
- Finance, Premises and Staffing Committee meeting is scheduled for Thursday 28<sup>th</sup> November 2024 at 7.15 pm at the Community Room adjacent to the Council

#### Offices

- Environmental Planning Committee meeting is scheduled for Thursday 5<sup>th</sup> December 2024 at 6.30 pm at the Council Offices
- Council meeting is scheduled for Thursday 5<sup>th</sup> December 2024 at 7.15 pm at the Council Offices
- Finance, Premises and Staffing Committee meeting is scheduled for Thursday 12<sup>th</sup> December 2024 at 7.15 pm at the Council Offices