



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Parish Council

SUMMONS

21st August 2025

Dear Councillor,

You are respectfully summoned to attend the Meeting of Ecclesfield Parish Council which will take place at **Council Offices, High Green** on Thursday 4th September 2025 at 7.15 pm for a 7.30 pm start.

Please note that immediately prior to the formal commencement of the meeting at 7.30 pm, awards will be presented to the 2025 winners of the Ecclesfield Parish Gardening Competition and a Chair's awards will be made to Des Smith.

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

AGENDA

Public Participation

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 Chair and in accordance with the Council's Standing Orders (Standing Order 3 states that the public participation session will generally 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.

Chair's Announcement

Prior to the commencement of the meeting, the Chair will outline the procedure for this meeting to ensure that the meeting is effective and lawful including:

- Councillors must observe the Council's Code of Conduct during the meeting.
- Voting procedure.
- Public session and exclusion of the press and public procedures.
- Anyone wishing to record is asked to let the Chair of the meeting know prior to the start of the meeting.
- All Councillors present may be required to state their name prior to the commencement of the meeting.
- In case of an emergency, people should evacuate the building via the nearest emergency exit and ring 999

Agenda

2025/47 (FC). Apologies and Reasons for Absence

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

2025/48 (FC). Declarations of Interest

- a) To record any requests for dispensation that have been granted
- b) To receive and record any declaration or interests not already declared under the Members Code of Conduct or Registers of Interests from members

2025/49 (FC). Exclusion of the Press and Public

To consider the exclusion of the press and public in accordance with Public Bodies Admission to Meeting Act 1960 Section 1 (2) due to the confidential nature of the business to be transacted.

2025/50 (FC). Discussion with Kate Josephs, Chief Executive of Sheffield City Council

To have a brief discussion with Kate Josephs, Chief Executive of Sheffield City Council, on local issues of mutual interest.

NB – All Councillors were requested to forward any questions they may to the Clerk prior to the meeting.

2025/51 (FC). Council Minutes

To approve the Minutes of the Council meeting held on 3rd July 2025 (attached as item 51a)

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

2025/52 (FC). Environmental Planning Committee Minutes

- a) To approve the Minutes of the Environmental Planning Council meeting held on 3rd July 2025 (attached as item 52a)
- b) To endorse the Notes of the Environmental Planning Delegated Powers meeting held on 24th July and 14th August 2025 (attached as items 52b and 52c)
- c) To receive a verbal report from the Environmental Planning Committee meeting held on 4th September 2025

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

2025/53 (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 24th July 2025 (attached as item 53a). Councillor's attention is particularly drawn to the following items: That

- a) It is recommended to the Council that the Internal Audit Review 2024/2025 be endorsed - 2025/36a (FP&S)
- b) Subject to the agreed amendments being made, the draft Sexual and General Harassment Policy and Procedure be recommended to Council for approval - 2025/37 (FP&S)
- c) It is recommended to Council that a grant of £1,085 be awarded to the 25th Sheffield Ecclesfield Scout Group for one new large troupe tent - 2025/36a (FP&S)

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.

A copy of the Internal Audit Review 2024/2025 can be found at <https://ecclesfield-pc.gov.uk/documents/internal-audit-review-2025/> and the draft Sexual and General Harassment Policy and Procedure at <https://ecclesfield-pc.gov.uk/documents/draft-epc-sexual-and-general-harassment-policy-and-procedure-2025-2/>

2025/54 (FC). Payments for Approval

To receive a verbal and written report (attached as item 54a).

2025/55 (FC). Update on Project and Activities

To receive a verbal progress report and consider next steps (as appropriate) on the following activities:

- a) Participatory Budgeting 2025
- b) Bee Squared
- c) Arrangements for the Chapeltown Community Clean-up on Saturday 6th September and next one scheduled for Angram Bank, High Green 2025
- d) Sheffield Plan Additional Sites Consultation
- e) Service of Remembrance – Saturday 8th November 2025

2025/56 (FC). To receive a verbal update (by exception) from Council representatives on outside bodies, as appropriate:

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

2025/57 (FC). Correspondence.

- NALC – Chief Executive and other updates
- YLCA - White Rose Update, training programme and other updates
- South Yorkshire Police – ‘Police in the Park’ events
- High Green Development Trust – Latest News

2025/58 (FC). Date and Time of Future Meetings (to be held at the Council Offices unless otherwise stated):

- Environmental Planning Delegated Powers Meeting is scheduled for Thursday 18th September 2025 at 6.00 pm to be held hybrid (i.e., members can join remotely or in person)
- Finance, Premises and Staffing Committee is scheduled for Thursday 18th September 2025 at 7.00 pm.
- Environmental Planning Committee Meeting is scheduled for Thursday 2nd October 2025 at 6.30 pm.
- Council Meeting is scheduled for Thursday 2nd October 2025 at 7.15 pm
- Finance, Premises and Staffing Committee is scheduled for Thursday 16th October 2025 at 7.00 pm.