



ECCLESFIELD PARISH COUNCIL

Ecclesfield Parish Council

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

Tel: 0114 2845095

Email: admin@ecclesfield-pc.gov.uk

Website: www.ecclesfield-pc.gov.uk

Public Participation Session

Prior to the formal commencement of the meetings there was an opportunity for any members of the community to ask any questions of the Council, none were asked.

Minutes of Annual and Ordinary meetings of Ecclesfield Parish Council held on Thursday 15 May 2025 at the Council Offices

The meeting commenced: 7.45 pm - concluded: 8.50 pm.

Councillors Present. Susan Davidson (Chair), Victoria Bowden, (Vice-Chair) Andy Bainbridge, Dr. John Bowden, Denise Fearnley, Kate Guest, John Housley, Adam Hurst, Alan Hooper, Carol Levery, Mike Levery, Rob Reiss, Thomas Sturgess and Alan Woodcock.

Absent Councillors. Michael Morrissey.

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

Members of the Public. None.

Chair's Announcement

The Chair, Councillor Susan Davidson, opened the meetings. She outlined the procedures to ensure that they were effective and lawful.

2025/1 (FC)

Item 1: Election of Chairman

a) To elect the Chair of Ecclesfield Parish Council

Proposed by Councillor Dr John Bowden, seconded by Councillor Denise Fearnley and
RESOLVED: That Councillor Susan Davidson is appointed as Chair of Ecclesfield Parish Council for the municipal year 2025/2026.

(14 in favour)

b) To receive the Chair's Declaration of Acceptance Office

Councillor Susan Davidson made and signed the declaration of Acceptance of Office.

c) To elect the Vice Chair of Ecclesfield Parish Council

Signed Chair:

Dated:

Page |

	Proposed by Councillor Alan Woodcock, seconded by Councillor Rob Reiss and RESOLVED: That Councillor Victoria Bowden is appointed as Vice-Chair of Ecclesfield Parish Council for the municipal year 2025/2026. (14 in favour)													
<u>2025/2 (FC)</u>	<u>Item 2: Apologies and Reasons for Absence</u> It was reported that one had been received from Councillor Michael Morrissey. Proposed by Councillor John Housley, seconded by Councillor Alan Hooper and RESOLVED: That the apology and reason given for absence by Councillor Michael Morrissey be approved. (14 in favour)													
<u>2025/3 (FC)</u>	<u>Item 3: Declarations of Interests</u> The Clerk reported that he had not received any declarations of interest not already declared.													
<u>2025/4 (FC)</u>	<u>Item 4: Exclusion of Press and Public</u> It was considered that there were no items on the agenda that required the exclusion of the press and public.													
<u>2025/5 (FC)</u>	<u>Item 5: Committees of Ecclesfield Parish Council</u> a) To appoint Standing Committees, Committees and Working Parties of Ecclesfield Parish Council (in accordance with Standing Order 4). b) To appoint Members to Council Committees (as required by Standing Order 4 (d) (iv) and Working Parties. c) To appoint a Chair to the Environmental Planning Committee and Finance, Premises and Staffing Committee, which are all standing Committees (as required by Standing Order 4 (d) (vi). Committees <table border="1"><tr><td>Environmental Planning Committee</td></tr><tr><td>Councillor Dr. John Bowden (Chair)</td></tr><tr><td>Councillor Susan Davidson (ex officio)</td></tr><tr><td>Councillor Victoria Bowden (ex officio)</td></tr><tr><td>Councillor Andy Bainbridge</td></tr><tr><td>Councillor Denise Fearnley</td></tr><tr><td>Councillor Adam Hurst</td></tr><tr><td>Councillor Alan Hooper</td></tr><tr><td>Councillor Thomas Sturgess</td></tr></table> <table border="1"><tr><td>Finance, Premises and Staffing Committee</td></tr><tr><td>Councillor Kate Guest (Chair)</td></tr><tr><td>Councillor Susan Davidson (ex officio)</td></tr><tr><td>Councillor Victoria Bowden (ex officio)</td></tr></table>	Environmental Planning Committee	Councillor Dr. John Bowden (Chair)	Councillor Susan Davidson (ex officio)	Councillor Victoria Bowden (ex officio)	Councillor Andy Bainbridge	Councillor Denise Fearnley	Councillor Adam Hurst	Councillor Alan Hooper	Councillor Thomas Sturgess	Finance, Premises and Staffing Committee	Councillor Kate Guest (Chair)	Councillor Susan Davidson (ex officio)	Councillor Victoria Bowden (ex officio)
Environmental Planning Committee														
Councillor Dr. John Bowden (Chair)														
Councillor Susan Davidson (ex officio)														
Councillor Victoria Bowden (ex officio)														
Councillor Andy Bainbridge														
Councillor Denise Fearnley														
Councillor Adam Hurst														
Councillor Alan Hooper														
Councillor Thomas Sturgess														
Finance, Premises and Staffing Committee														
Councillor Kate Guest (Chair)														
Councillor Susan Davidson (ex officio)														
Councillor Victoria Bowden (ex officio)														

Councillor John Housley
Councillor Carol Levery
Councillor Mike Levery
Councillor Michael Morrissey

Working Parties

Ecclesfield and District Archives Project
Councillor Dr. John Bowden (Chair)
Councillor Andy Bainbridge
Councillor Victoria Bowden
Councillor Susan Davidson

Ecclesfield Neighbourhood Plan
Councillor John Housley (Chair)
Councillor Victoria Bowden
Councillor Susan Davidson
Councillor Alan Hooper
Councillor Michael Levery
Councillor Thomas Sturgess

Proposed by Councillor Dr. John Bowden, seconded by Councillor Alan Woodcock and

RESOLVED: That:

- (a) The Committees and Working Parties be appointed as shown above.
- (b) Councillor Dr. John Bowden be appointed as Chair of the Environmental Planning Committee.
- (c) Councillor Kate Guest be appointed as Chair of the Finance, Premises and Staffing Committee.

(14 in favour)

2025/6 (FC)

Item 6: Councillor Representatives to Outside Bodies

The Council considered representation on outside bodies for the following year.

Proposed by Councillor Andy Bainbridge, seconded by Councillor Rob Reiss and

RESOLVED: That

- (a) Councillor Andy Bainbridge and Councillor Denise Fearnley be appointed to the Ann Reresby Trust.
- (b) Councillor Kate Guest be appointed to Ecclesfield Charities.
- (c) Councillor Alan Hooper and Councillor Adam Hurst be appointed to the Grenoside Advisory Body.
- (d) Councillor Rob Reiss be appointed the Sheffield City Council's Standards Committee.
- (e) Councillor Adam Hurst be appointed to Sheffield City Council's North Sheffield Local Area Committee.
- (f) Councillor Michael Morrissey and Councillor Rob Reiss be jointly appointed to the Steel Valley Project.
- (g) Councillor Thomas Sturgess be appointed to the Yorkshire Local Councils Associations.

(14 in favour)

	The agreed representation is shown in full below: <table border="1" data-bbox="343 230 1528 629"> <thead> <tr> <th>Outside Body</th><th>Representative</th></tr> </thead> <tbody> <tr> <td>Ann Reresby Trust</td><td>Cllr Andy Bainbridge and Cllr Denise Fearnley</td></tr> <tr> <td>Ecclesfield Charities</td><td>Cllr Kate Guest</td></tr> <tr> <td>Grenoside Advisory Body</td><td>Cllr Alan Hooper and Cllr Adam Hurst</td></tr> <tr> <td>Sheffield City Council Standards</td><td>Cllr Rob Reiss</td></tr> <tr> <td>Yorkshire Local Councils Associations (YLCA)</td><td>Cllr Thomas Sturgess</td></tr> <tr> <td>Steel Valley Project</td><td>Cllr Michael Morrissey and Cllr Rob Reiss (joint appointment)</td></tr> <tr> <td>SCC North Sheffield Local Area Committee (LAC)</td><td>Cllr Adam Hurst</td></tr> </tbody> </table> The Clerk stated that he would inform any affected Outside Body of the change.	Outside Body	Representative	Ann Reresby Trust	Cllr Andy Bainbridge and Cllr Denise Fearnley	Ecclesfield Charities	Cllr Kate Guest	Grenoside Advisory Body	Cllr Alan Hooper and Cllr Adam Hurst	Sheffield City Council Standards	Cllr Rob Reiss	Yorkshire Local Councils Associations (YLCA)	Cllr Thomas Sturgess	Steel Valley Project	Cllr Michael Morrissey and Cllr Rob Reiss (joint appointment)	SCC North Sheffield Local Area Committee (LAC)	Cllr Adam Hurst
Outside Body	Representative																
Ann Reresby Trust	Cllr Andy Bainbridge and Cllr Denise Fearnley																
Ecclesfield Charities	Cllr Kate Guest																
Grenoside Advisory Body	Cllr Alan Hooper and Cllr Adam Hurst																
Sheffield City Council Standards	Cllr Rob Reiss																
Yorkshire Local Councils Associations (YLCA)	Cllr Thomas Sturgess																
Steel Valley Project	Cllr Michael Morrissey and Cllr Rob Reiss (joint appointment)																
SCC North Sheffield Local Area Committee (LAC)	Cllr Adam Hurst																
<u>2025/7 (FC)</u>	<u>Item 7: To consider that and confirm the Annual Schedule of Council Meetings and Committees for 2025/2026</u> These were considered. Proposed by Councillor Alan Hooper, seconded by Councillor Andy Bainbridge and RESOLVED: That (a) The Annual Schedule of Council Meetings and Committees for 2025/2026 be approved, subject to the start time for the Finance, Premises and Staffing Committee meetings be amended to 7.00 pm. (b) The Environmental Planning Committee Delegated Powers meeting should commence at 6.00 pm. (14 in favour)																
<u>2025/8 (FC)</u>	<u>Item 8: Council Minutes</u> These were considered. Proposed by Councillor Denise Fearnley, seconded by Councillor Thomas Sturgess and RESOLVED: That the minutes of the meeting of Ecclesfield Parish Council held on the 3rd of April 2025 be approved. (14 in favour)																
<u>2025/9 (FC)</u>	<u>Item 9: Environmental Planning Committee Minutes</u> These were considered. Proposed by Councillor Thomas Sturgess, seconded by Councillor Andy Bainbridge and RESOLVED: That (a) The minutes of the Environmental Planning Committee meeting held on the 3rd of April 2025 be approved. (a) The notes of the Environmental Planning Delegated Planning Powers Committee meeting held on the 24th of April 2025 be endorsed. (14 in favour) The Chair of the Environmental Planning Committee, Councillor Dr. John Bowden, provided a verbal report on the main areas of discussion of the meeting of the Environmental Planning Committee that had taken place prior to this meeting. He made																

	special mention to that a delegation of local residents had attended to express their concern about the emerging proposal contained in the Sheffield Plan – Additional Sites Consultation. Also, that two planning applications had been received, one of which was for the demolition of a garage and erection a dwellinghouse at land opposite 2 Greno House, Grenoside (Ref: 25/1020/FUL).
<u>2025/10 (FC)</u>	<u>Item 10: Finance, Premises and Staffing Committee Minutes</u> These were considered. Proposed by Councillor Kate Guest, seconded by Councillor John Housley and RESOLVED: That: (a) The Participatory Grant Programmes Guidelines 2025/2026 be approved. (b) The Annual Leave Policy; Expenses Policy; Flexible Working Policy; Lone Working Policy; Recruitment and Selection Policy and Sickness Absence and Medical Capability Policy and Procedure be approved. (c) A grant of £2,000 be awarded to Ecclesfield in Bloom for the provision of wildflower turf as part of environmental improvements at Lady Croft Meadow subject to them including a hedgehog house as part of their proposal. (d) A grant of £510.00 be awarded to Thorncliffe Villa Football Club in support of their 2025 funday for players and families and which is also open to the public. (e) Subject to the agreed minor amendments being made, the other minutes of the Finance and Premises Committee meeting of 24th April 2025 be approved. <i>(14 in favour)</i>
<u>2025/11 (FC)</u>	<u>Item 11: General Power of Competence</u> This was considered. Proposed by Councillor Rob Reiss, seconded by Councillor Carol Levery and RESOLVED: That the Council confirms that it continues to meet the conditions to qualify and use the General Power of Competence. <i>(14 in favour)</i>
<u>2025/12 (FC)</u>	<u>Item 12: Payments for Approval</u> The schedule of payments for approval for between 26th March 2025 and 2nd May 2025 was considered. Proposed by Councillor Denise Fearnley, seconded by Councillor Rob Reiss and RESOLVED: That the payments for approval between 26th March 2025 and 2nd May 2025 (and as shown at Appendix 1) be approved. <i>(14 in favour)</i>
<u>2025/13 (FC)</u>	<u>Item 13: Banking Signatories, Internal Control and Payroll</u> This was considered. Proposed by Councillor Housley, seconded by Councillor Alan Woodcock and RESOLVED: That (a) The Council's bank signatories continue to be Councillor Susan Davidson, Councillor Kate Guest, Councillor Alan Hooper and Councillor John Housley.

	(b) The designated lead member to undertake the monthly internal controls continues to be Councillor Andy Bainbridge. <i>(14 in favour)</i>
<u>2025/14 (FC)</u>	<u>Item 14: To receive a verbal report from Councillor representatives (by exception) on outside bodies, as appropriate</u> The Chair 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. a) Ann 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 John Housley). Councillor Vic Bowden provided an update on the main outcomes from the most recent meeting, including progress with Yorkshire Day planned for early August and Parish Families and Fun day planned for 13th and 14th September 2025. She went on to outline other archive related activities the project was involved in particularly in relation to Ecclesfield Libraries. d) Grenoside Advisory Body (Council representatives Councillors Alan Hooper and Adam Hurst). Councillor Alan Hooper stated that a few bid applications had been received by the Body which would be considered shortly. e) Grenoside Exhibition Foundation (all Councillors). Councillor Susan Davidson (The Foundation's Chair) reported that the application had been successfully lodged with the Land Registry but it would appear that the request that it be expedited by the Registry had not been successful. f) Sheffield City Council's North Sheffield Local Area Committee (Council Councillor Adam Hurst). Councillor Adam Hurst provide a verbal report from the most recent meeting of the LAC. This, he reported, was a very well attended meeting with most of those attending wishing to discuss the Sheffield Plan Additional Sites Consultation. There were also useful presentations from Grenoside Conservation Society, Friends of Grenoside Park and Dave Parks from Sheffield City Council's Parks and Countryside Service. g) Sheffield City Council Standards Committee (Council representative Councillor Rob Reiss). h) Steel Valley Project (joint Council representatives Councillor Michael Morrissey and Councillor Rob Reiss). It was reported that its next meeting was on 22nd May, which Councillor Rob Reiss would be attending, i) Yorkshire Local Councils Associations (Council representative Councillor Andy Bainbridge).
<u>2025/15 (FC)</u>	<u>Item 15: Correspondence</u> The various correspondence was noted.

APPENDIX 1: PAYMENTS LIST FOR APPROVAL 26th MARCH to 2nd MAY 2025 – (SEE ITEM 2025/12)

Date invoice received	Payee Name	Description	Payment method	Net Amount	VAT if eligible	Total Amount
26.3.25	Supake	CCTV Upgrade in reception – EPC	BACS	£404.00	£80.80	£484.80
27.3.25	Steel Valley Project	Steel Valley and Ecclesfield Parish Council Partnership	BACS	£5,000.00	-	£5,000.00
7.4.25	The Defib Pad	Defib pads x8	CARD	£512.18	£102.44	£614.62
7.4.25	ELM – Ecological Land Maintenance	Improving front lawn area – EPC Offices	BACS	£280.00	-	£280.00
17.4.25	FMS	Electric & wire testing: Chapelton Toilets, Council offices & Community Room	BACS	£1,185.00	-	£1,185.00
23.4.25	Active Regen	Holiday Programmes, After School Clubs & Physical Education: December 2024, January 2025, February 2025, March 2025 & April 2025	BACS	£5,880.00	-	£5,880.00
28.4.25	N.R.C Services Ltd	Deep cleaning Defib phone boxes x2	BACS	£338.00	£67.60	£405.60
2.5.25	Structural Surveys	Parish Council building	BACS	£750.00	£150.00	£900.00
2.5.25	Structural Surveys	Chapelton Toilets building	BACS	£300.00	£50.00	£350.00