



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Parish Council

SUMMONS

30th October 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 6th November 2025 at 7.15 pm for a 7.30 pm start. Please note that prior to the formal commencement of the meeting, a Chairs Award will be made. Also, the successful groups at the Participatory Budgeting Event held on the 7th October 2025 may also be in attendance.

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

2025/71 (FC). Apologies and Reasons for Absence

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

2025/72 (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

2025/73 (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.

2025/74 (FC). Council Minutes

To approve the Minutes of the Council meeting held on 2nd October 2025 (attached as item 74a)

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

2025/75 (FC). Environmental Planning Committee Minutes

- a) To approve the Minutes of the Environmental Planning Council meeting held on 2nd October (attached as item 75a)
- b) To receive a verbal report from the Environmental Planning Committee meeting held on 6th November 2025

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

2025/76 (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 16th October 2025 (attached as item 76a). Councillor's attention is particularly drawn to the following items: It is recommended to Council that:

- a) Improvements at Mortomley Park should be the priority for the spending of its share of CIL receipts for this financial year, i.e. 2024/2025 - 2025/68a (FP&S)
- b) Any residual amount from the Council's share of the CIL receipts for the financial year 2024/2025 should be earmarked for bench improvements at Charlton Brook - 2025/68b (FP&S)
- c) The priority for spending of the Council's share of CIL receipts for the financial year 2025/2026 should be Burncross Recreation Ground - 2025/68c (FP&S)
- d) Consideration be given to the introduction of a specific allocation of £10,000 for improvements to parks in the 2025/2026 budget - 2025/68d (FP&S)

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

2025/77 (FC). Participatory Budgeting

To receive a verbal and written report. Members may note that approval was given to use £55,000 of the Council's 2025/2026 budget to distribute to local community groups through the participatory budgeting process. A voting/decision making event took place on the evening of the 7th October 2025 at Ecclesfield School at which 12 applications were considered. Council is asked:

- (a) To note and ratify the following grant offers to the following groups:

- (i) £10,000 to 82nd Sheffield (Chapelton) Scout Group to the removal existing toilets and rebuild new individual gender neutral cubicles
- (ii) £2,170 to 25th Sheffield (Ecclesfield) Scout Group for the purchase of new troupe tents and tent pegs
- (iii) £8,940 to Friends of Chapelton Park for repairing of overlay flooring for the outside of gym area in the park
- (iv) £10,000 to Thorncliffe and Wentworth Cricket Club for purchase and installation of Astroturf and wicket installation
- (v) £3,890 to Always An Alternative to fund regular mobile youth club sessions and cover staff wages (partial award)

(b) To confirm the following the grant offers via the Council's Small Grant Programme to the following groups:

Group	Activity	Amount
Grenoside Community Association	Community Centre kitchen refurb	£2,000
Always an Alternative	to fund regular mobile youth club sessions and cover staff wages	£2,000
High Green Development Trust	To purchase raised beds, threshold ramps and pond materials	£1,979.91
Chap Community Market	To purchase a marquee	£1,000
Friends of Grenoside Park	To go towards Viola match funding for improvements to Grenoside Playground	£2,000

2025/78 (FC). Payments for Approval

To receive a verbal and written report (attached as item 78a)

2025/79 (FC). Policies for Approval

a) To consider the approval of the following updated policies:

- Flag Protocol
- Effective Management of Recording at Council Meetings

The Clerk is recommending that these two policies be approved for another two years essentially unaltered from the previous approved versions.

The draft policies can be viewed on the Council website at:

<https://ecclesfield-pc.gov.uk/documents/draft-flag-protocol-2025/>

b) To consider the rolling forward to the following policy for another two years:

- Code of Conduct Scheme (it should be noted that the Council has adopted the Sheffield City Council's 2023 Code of Conduct Scheme, which remains in force unaltered)

2025/80 (FC). Update on Projects and Activities

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

- a) Sheffield Plan Additional Sites Consultation
- b) Confirmation that Council has been awarded 'Dementia Commitments Bronze level' by Age Concern Sheffield (for more information about bronze level, please go to [bronze essential](#))
- c) Progress with declaring Assets of Community Value (more information about Assets of Community Value can be found at [What are Assets of Community Value \(ACV\)? - MyCommunity](#))
- d) Arrangements for the Service of Remembrance on Saturday 8th November 2025 at the Parish Council Memorial Garden, Sussex Road, Chapeltown, 10.45am

2025/81 (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)

2025/82 (FC). Correspondence.

- NALC – Chief Executive and other updates
- YLCA - White Rose Update, training programme and other updates

- Netwise – confirmation that the Council’s website continues to meet public sector website standards as required by The Public Sector Bodies Accessibility Regulations 2018

2025/83 (FC). Date and Time of Future Meetings (to be held at the Council Offices unless otherwise stated):

- Environmental Planning Delegated Powers Committee mid-month meeting is provisionally scheduled for Thursday 20th November 2025 at 6.00pm to be held hybrid (i.e. remotely and physically)
- Finance, Premises and Staffing Committee meeting is scheduled for Thursday 20th November 2025 at 7.00pm
- Environmental Planning Committee meeting is scheduled for Thursday 4th December 2025 at 6.30 pm
- Council meeting is scheduled for Thursday 4th December 2025 at 7.15pm
- Finance, Premises and Staffing Committee meeting is scheduled for Thursday 11th December 2025 at 7.00pm