



Public Participation Session

Prior to the formal commencement of the meeting, there was an opportunity for members of the public to ask questions. There were no members of the public present at the meeting.

**Draft Minutes of the Environmental Planning Committee Meeting held at the
Parish Council Offices, High Green on Thursday 2 October 2025**

Commenced: 6.30 pm - Concluded: 7.00 pm

Councillors Present: Dr John Bowden (Chair), Andy Bainbridge, Victoria Bowden, Susan Davidson (item 22.1 onwards), Denise Fearnley, Alan Hooper and Thomas Sturgess.

Absent Councillors: Cllr Adam Hurst.

Officers. Andrew Towlerton – Parish Clerk & RFO (item 22.1 onwards) and Laura Tickle – Administration & Financial Officer

Chair's Announcement

The Chair of the Committee, Councillor Dr John Bowden, outlined the procedures to ensure that the meeting was effective and lawful.

2025/18 (EP)

Item 18: Apologies and Reasons for Absence

The Chair reported that he had received one from Councillor Adam Hurst.

Proposed by Councillor Victoria Bowden and seconded by Councillor Thomas Sturgess and **RESOLVED:** That the apology and reasons for absence from Councillor Adam Hurst be approved.

(6 in favour)

2025/19 (EP)

Item 19: Declarations of Interest

There were none.

2025/20 (EP)

Item 20: Exclusion of Press and Public

There were no items, which it was considered required the exclusion of the press or public.

<u>2025/21 (EP)</u>	<u>Item 21: Environmental Planning Minutes and Notes</u> The Chair, Councillor Dr John Bowden introduced the draft minutes of the Environmental Planning meeting held on 4th September 2025. These were considered. (a) Proposed by Councillor Alan Hooper, seconded by Councillor Denise Fearnley and RESOLVED: That the minutes of the Environmental Planning Committee meeting held on 4th September be endorsed. <i>(6 in favour)</i>
<u>2025/22 (EP)</u>	<u>Item 22: Planning Matters</u> <u>22.1 To note and consider the list of planning applications for comment and any delegated to the Admin Officer in accordance with Council Policy.</u> 3 planning applications were to be considered. These are shown in Appendix A. The Committee considered that it had objections and/or comments to make on 2 of them. • 25/02456/FUL-Land Adjacent No.11, Cowley Way, Sheffield, S351QP. The Committee would like more time to go through the plans/documents and comments/objections on this planning application. This is so they can put their detailed report together on this application and send it to the Sheffield City Council, Planning Department. An email to be sent to the planning officer for this application asking for an extension of time for comments • 25/02605/FUL-48 Glenwood Crescent, Sheffield, S35 1YX. The Committee would like to draw the planning officer's attention to all the objections from the neighbour. The committee have concerns over the accuracy of the plans submitted on this application. They would like the planning officer for this application to investigate the plans submitted Proposed by Councillor Thomas Sturgess, seconded by Councillor Denise Fearnley and RESOLVED: That the Committee objections and/or comments to make on these planning applications are to be submitted to Sheffield City Council. <i>(Comments to be submitted to SCC)</i> <i>(7 in favour)</i> <u>22.2 To receive notifications of any planning decision notices (listed)</u> The Committee was informed of notifications of planning decision notices for 3 planning applications. These were noted by the committee. The planning decision notices considered are shown in Appendix B.
<u>2025/23 (EP)</u>	<u>Item 23: To receive an update on various projects and activities</u> Neighbourhood Plan - Andrew Towlerton (Clerk) provided an update. He explained that following discussions with Sheffield City Council there would a slight delay in formally submitting the draft Neighbourhood Plan to them.

<u>2025/24 (EP)</u>	<u>Item 24: Correspondence</u> Enforcement Notice – Oak Lodge Farm, Thompson Hill, High Green, Sheffield, S35 4JT – Councillor Alan Hooper gave the Committee the background of this item. It is an ongoing issue with the resident and the farm. An enforcement notice has now been issued to the land owners, which they had appealed to the government about. The Committee agree they would write to the government in support of this enforcement notice. The deadline for comments is 15th October 2025.
<u>2025/25 (EP)</u>	<u>Item 25: Date and time of future meetings</u> The next: - Environmental Planning Delegated Powers Committee mid-month meeting is provisionally scheduled for Thursday 16th October 2025 at 6.00pm this will be a hybrid meeting (remotely and physically at the Council Office, High Green) - Finance, Premises and Staffing Committee meeting is scheduled for Thursday 16th October 2025 at 7.00pm at the Council Office, High Green - Environmental Planning Committee Meeting is scheduled for Thursday 6th November 2025 at 6.30pm at the Council Office, High Green - Council meeting is scheduled for Thursday 6th November 2025 at 7.15pm at the Council Office, High Green - Finance, Premises and Staffing Committee meeting is scheduled for Thursday 20th November 2025 at 7.00pm at the Council Office, High Green These were noted by the Committee.

APPENDIX A

Date Received	Planning Reference	Site Location	Brief Description of Proposal	Date Comments Due
26/08/2025	25/02456/FUL	Land Adjacent No. 11, Cowley Way, Sheffield, S35 1QP	Hybrid planning application: Full application for a clean multi-energy refuelling and recharging hub (use class Sui Generis) including a welfare building, associated plant, compounds, canopies and bays, accessing and landscaping; Outline application (appearance reserved) for an associated multi-storey van park (four storeys high)	16/09/2025
10/09/2025	25/02605/FUL	48 Glenwood Crescent, Sheffield, S35 1YX	Demolition of existing flat roof single storey side extension, erection of a 2-storey side extension with hipped roof, a single storey rear/side extension and single storey front porch extension to dwellinghouse.	01/10/2025
11/09/2025	25/02584/FUL	9B Jeffcock Road, High Green, Sheffield, S35 3HJ	Erection of shed/store to side of dwellinghouse with terrace at first-floor level and alterations to roof to form additional living accommodation including provision of loft lights to front and rear.	02/10/2025

APPENDIX B

Planning Reference	Site/Location Proposal	Outcome
25/01802/FUL	14 Woodburn Drive, Sheffield, S35 1YS Demolition of rear conservatory and erection of single-storey rear extension to Bungalow.	Granted
25/01722/FUL	11 High Street, Ecclesfield, Sheffield, S35 9XA Alterations to dwellinghouse including raising the lowest section of roof, alterations to windows and doors, installation of rear rooflight and associated parking.	Refused
24/03546/FUL	Caribbean Sports Club, The Common, Sheffield, S35 9WL Demolition of existing clubhouse and erection of a replacement clubhouse including drainage works and improvements to vehicular access driveway and formation of overflow parking area.	Granted