

# **ECCLESFIELD PARISH COUNCIL**

## **MINUTES OF THE COUNCIL**

**Submitted to the Council  
for approval on Thursday  
2 October 2008**

**(for distribution to the Press & Public after approval by the Council)**

**Philip Allass  
Clerk to the Council**

25 September 2008

## To all Members of the Parish Council

### SUMMONS

Dear Sir/Madam,

You are hereby requested to attend the Parish Council Meeting to be held at the Council Offices, Mortomley Lane, High Green at 7.30 pm on Thursday 2 October 2008.

#### Public Participation

Prior to the start of the meeting a 10 minute period will be set aside to receive questions, reports, petitions etc. from members of the public

#### AGENDA

1. To receive apologies for absence from members and to consider the reasons for absence.
2. a) To receive any amended declarations of interest from members  
b) To receive any declarations of personal and/or prejudicial interest from members of the council on items to be discussed at this meeting
3. To identify any items for discussion which may require the exclusion of the press and public.
4. To approve the Minutes of the Parish Council meeting held 4 September 2008 (Pgs: 1-7 & Appendix A)
5. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 4 September 2008 (Pgs: 11-12 & Appends. A & B)
6. To approve the minutes of the Environmental Planning & Employment Committee meeting held 16 September 2008 (Pgs: 16-18 & Appends A & B)
7. To approve the minutes of the Staffing Sub Committee meeting held 2 October 2008 (Pg: 23)
8. To approve the minutes of the Finance & Premises Committee meeting held 2 October 2008 (Pgs: 24-27 & Appendix A) and to approve the recommendations contained therein

9. To receive a verbal report from the Environmental Planning & Employment Committee meeting held 2 October 2008

10. NORTH AREA PANEL

- a) To receive a report from the previous meeting
- b) To identify items for referral to the Panel

11. REPRESENTATION BY COUNCILLORS ON PLANNING COMMITTEE FOR ALL FOUR VILLAGES IN THE PARISH.

12. CORRESPONDENCE - Items requiring a decision or response

13. ACCOUNTS - To approve the accounts presented for payment

14. LOCAL EVENTS

Yours faithfully,

**Philip Allass**  
Clerk to the Council



**MINUTES OF THE PARISH COUNCIL MEETING**  
**HELD 4 SEPTEMBER 2008**

**Present:** Chairman: Cllr Mrs D Fearnley  
**Councillors:** Mr H House, Mr J Jones, Dr J C Bowden,  
 Mr N Garratt, Mr C Taylor, Ms V M Bowden,  
 Mr G Weatherall, Mr S Bower, Mrs K Granger,  
 Mrs J H Wright, Mr D E Pepper, Mr A Hooper

Apologies for absence were received from Cllrs Mr B Curran and Mr G Oxley and the reasons for absence were approved by the Council.

Prior to the start of official business Cllr Mrs D Fearnley welcomed visitors to the meeting who were to receive Chairman's awards. These were:-

- The Chairman of Ecclesfield Parish Council, Councillor Mrs D Fearnley presented two awards, one to Mr Derek Foster and one to Mrs Ros Faulkner who have both been involved in Treetops Social Club for many years. The awards were in recognition of all the hard work they had carried out for the Social Club. Treetops Social Club is a social club for people with learning difficulties, which is held at St Mary's Church Hall on Tuesday evenings. They currently have approximately 50 members.
- Cllr Ms V Bowden who was Chairman of Ecclesfield Parish Council 2007/2008 then presented an award to Mr Joe Dunn who is a long standing member of the Grenoside Sword Team. The group are dedicated to preserving and promoting a long-standing tradition, which goes as far back as Norman times. Mr Dunn spoke in great detail about events that will be happening in 2010, which will be the centenary anniversary of the group. He said that there was now a website in place where people could access all the events. The Council congratulated him on his efforts with the group.

**MINUTE NO.55.**  
**TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS**

Cllr Mr H House declared an interest as a trustee of the Friends of Charlton Brook.

**MINUTE NO.56.**  
**TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COUNCIL ON ITEMS TO BE DISCUSSED AT THE MEETING**

Cllr Mr S Bower declared an interest in the Macmillan Coffee Morning as he sponsors the event nationally.

Cllr Mrs D Fearnley declared an interest in Bands and Blooms.

MINUTE NO.57.

TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC

There were none identified.

MINUTE NO.58.

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 3 JULY 2008

RESOLVED UNANIMOUSLY (Proposed by Cllr Mr N Garratt  
Seconded by Cllr Mr H House)

That the minutes be approved as a correct record.

MINUTE NO.59.

TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 15 JULY 2008

RESOLVED UNANIMOUSLY (Proposed by Cllr Dr J C Bowden  
Seconded by Cllr Mr D E Pepper)

That the minutes be approved as a correct record.

Cllr Dr J C Bowden reported that the meeting had been very straightforward with no objections received.

MINUTE NO.60.

TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 12 AUGUST 2008

RESOLVED UNANIMOUSLY (Proposed by Cllr Mr H House  
Seconded by Cllr Mr D E Pepper)

That the minutes be approved as a correct record.

Cllr Mr J Jones had chaired the meeting on the 12 August and reported that there had been three objections received to the following:-

- 08/03467/FUL – Units at Thorncliffe Park Estate, Newton Chambers Road, Chapeltown
- 08/02560/LU1 – The Rose Inn, 250 Thompson Hill, High Green, Sheffield
- 08/04005/FUL – Cost Cutter Supermarket, 2 Bevan Way, Chapeltown

Letters had been sent to the Head of Planning at Sheffield City Council in support of these objections.

A further planning proposal had been considered:-

- 08/04235/FUL – Land between junctions with Chapel Close and Burncross Road, Chapel Road, Burncross

At the date of the meeting no objections had been received however the Committee requested that a letter be sent to the Head of Planning at Sheffield City Council requesting that a site visit be made due to possible over development of the land and loss of green land.

MINUTE NO.61.TO APPROVE THE MINUTES OF THE STAFFING SUB COMMITTEE MEETING HELD 17 JULY 2008RESOLVED UNANIMOUSLY

Proposed by Cllr Mr N Garratt  
 Seconded by Cllr Mr G Weatherall)

That the minutes be approved as a correct record.

Cllr Mr N Garratt reported that it had been agreed that the Administration Assistant be granted two increments, one in recognition of her recent increased responsibilities and one when she has completed the IT training which is currently ongoing.

It had also been agreed to pay the Clerk to the Council and the Administration Assistant overtime hours (78 hours for the Clerk to the Council and 29 hours for the Administration Assistant) for the extra hours worked in the transition period between the Administration Officer leaving and another being appointed.

MINUTE NO.62.TO APPROVE THE MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING HELD 17 JULY 2008RESOLVED UNANIMOUSLY

(Proposed by Cllr Mr S Bower  
 Seconded by Cllr Mr D E Pepper)

That the minutes be approved as a correct record.

Cllr Mr S Bower reported that there had been three applications for financial assistance received:-

- Ecclesfield Red Rose U8's F.C.
- Pitstop
- Revitalising Ecclesfield Park Pavilion Group

They had all been granted the money requested for their groups

Cllr Mr S Bower reported that all financial transactions were in order.

He also reported that the Committee would look at the repayment of the mortgage on Council premises if the David Chadwick Centre were to be eventually sold.

MINUTE NO.63.TO RECEIVE A VERBAL REPORT FROM THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD ON THE 4 SEPTEMBER 2008

Cllr Dr J C Bowden reported that there had been one objection received:-  
 08/02649/FUL - 2 Chambers Valley Road, Chapeltown, Sheffield

It was agreed to support the objection on the following grounds:-

- Infringement of privacy due to the height of the proposed development.
- Encroachment
- Backfilling along the boundary line
- Loss of light

It was agreed by the Committee that a letter be sent to the Head of Planning, Sheffield City Council requesting that a site visit be made and that the objection be taken into account when making a decision.

**MINUTE NO.64.**

**NORTH AREA PANEL**

A) Reports from members who attended the last meeting  
Cllr Mr H House had attended the meeting on the 23 July 2008 at Chapelton Methodist Church. He reported on the following items:-

- Petition from Bands and Blooms
- Fence material on the A61 and Hallwood Road
- Residents of Newgate Close objecting to bench
- SCC – presentation on flooding at Westwood Country Park
- SCC – care and support for flood victims
- Proposal for a dispersal order in Ecclesfield
- Phase 3 Children’s Centre in High Green
- Job Centre Closure – 3000 signatures received
- Arundel Road speed limits

B) To identify items for referral to the Panel

Cllr Mr N Garratt stated that he would e-mail the Chairman of the North Area Panel regarding the Thorncliffe pavilion.

Several members of the Committee commented with regard to the Ecclesfield Dispersal Order being in place. Cllr Mr S Bower asked the Clerk to the Council to write to Chief Inspector Walne at South Yorkshire Police regarding the dispersal order.

**MINUTE NO, 65**

**TO APPOINT AN ECCLESFIELD PARISH COUNCILLORS TO THE STANDARDS BOARD**

**RESOLVED UNANIMOUSLY**

(Proposed by Cllr Mr D E Pepper  
Seconded by Cllr Mr A Hooper)

That Cllr Mr S Bower be appointed as the Council representative on the Standards Board.

**MINUTE NO. 66**

**BANDS AND BLOOMS 2008 - To consider the information received**

**RESOLVED UNANIMOUSLY**

(Proposed by Cllr Mr S Bower  
Seconded by Cllr Mr G Weatherall)

Mr Bratherton had been asked to speak at the beginning of the meeting. He was speaking on behalf of Bands and Blooms.

Mr Bratherton reported that the money, which was raised by the event this year went to Bluebell Wood. He reported that next year the event would be held on the 11<sup>th</sup> and 12<sup>th</sup> July 2009. Invitations would be sent out to all groups in Yorkshire and hopefully would get more local participation next year. 90% of the performers are children. He hoped to increase security next year as people had felt that there had not been enough security at the event this year.

Cllr Mr A Hooper who is the Chairman of the North Area panel suggested that there should perhaps be a steering group formed separate to the Parish Council. It was decided by the Committee that this matter be considered at the mid month Planning and Finance Committees in September.

**MINUTE NO. 67**

**MACMILLAN COFFEE MORNING – Consideration of advice received**  
**RESOLVED UNANIMOUSLY**

(Proposed by Cllr Mrs D Fearnley  
 Seconded by Cllr Mr S Bower)

That the Parish Council hold a Macmillan Coffee morning on Friday the 26 September 2008 10.00am until 2.00pm in the Parish Council Community Room. Cllr Mr S Bower kindly said that he would provide tea, coffee and a coffee machine for this event. Several Councillors said that they would also provide help on this day. The event would be advertised in local papers and on the radio and would be registered on the Macmillan Coffee morning website.

**MINUTE NO. 68**

**CLOSURE OF POST OFFICES**  
**RESOLVED UNANIMOUSLY**

(Proposed by Cllr Mr D E Pepper  
 Seconded by Cllr Mrs D Fearnley)

That the Parish Council send letters of objection to Post Office Limited and to the Prime Minister to the closure of 16 Post Offices throughout the City of Sheffield. Cllr Mr A Hooper reported that the closures have been based on geographical areas with an 18% reduction in outlets and that even post offices that are making money were being closed.

**MINUTE NO.69.**

**CORRESPONDENCE** (*Appendix A*)

- The Clerk to the Council reported that the file had been handed over on the 29 August 2008 to Irwin Mitchell, Solicitors with regard to the Grenoside Exhibition Trustees.
- David Chadwick Centre – Cllr Mr A Hooper said that he had been unable to hold a meeting between himself, Michael Shield and the Cabinet Member due to ill health City Council member. It was hoped that a meeting would take place shortly.

**MINUTE NO.70.**

**ACCOUNTS**  
**RESOLVED UNANIMOUSLY**

(Proposed by Cllr Mrs D Fearnley  
 Seconded by Cllr Mr H House)

That the following accounts be approved for payment:-

Payee	Details	Amount	Payment made under
RUSafe	PAT testing	£152.75	L.G.Act 1972 s. 111
Stuart Charlesworth	Boiler Servicing	£140.00	L.G.Act 1972 s. 111
Roy Smith Garden Services	Grass Cutting	£94.00	L.G.Act 1972 s. 111
UCIT Merlin Networks	Set up of computer for Councillor	£193.00	L.G.Act 1972 s. 111
Rotherham Tool Hire	Removal of stones in Memorial Garden	£176.25	L.G.Act 1972 s. 111
Ricoh	Photocopier Charges	£69.57	L.G.Act 1972 s. 111
Veolia	Refuse collection	£84.09	L.G.Act 1972 s. 111
BT Payment Services	Payment of telephone bills	£202.55	L.G.Act 1972 s. 111
Introspective Training & Consultancy Ltd	IT training for staff and councillors	£546.38	L.G.Act 1972 s. 111
N Power	Electricity supply	£312.58	L.G.Act 1972 s. 111
Roy Smith Garden Services	Grass cutting	£94.00	L.G.Act 1972 s. 111
British Gas	Gas supply	£39.68	L.G.Act 1972 s. 111
Caboodle	Office Shredder	£195.65	L.G.Act 1972 s. 111
One Stop Waste Management	Refuse collection	£60.40	L.G.Act 1972 s. 111
RJP Enterprises	Electrical repairs to office	£228.30	L.G.Act 1972 s. 111
Sheffield City Council	Rates	£62.00	L.G.Act 1972 s. 111
UCIT Merlin Network	Training re website	£140.00	L.G.Act 1972 s. 111
Ecclesfield Red Rose Under 8's	Grant	£400.00	L.G.Act 1972 s. 137
Pitstop	Grant	£2,000.00	L.G.Act 1972 s. 137
Revitalising Ecclesfield Park Pavilion	Grant	£1,500.00	L.G.Act 1972 s. 137

**MINUTE NO.71.**  
**LOCAL EVENTS**

Local events attended included the following:-

- 7/7/2008 – Cllrs Mrs D Fearnley, Mr J Jones Mr H House attended Windmill Hill School Quiet Garden.
- 15/7/2008 – Cllrs Mrs D Fearnley and Mr B Curran attended High Green in Bloom.
- 17/7/2008 – The Chairman, Cllr Mrs D Fearnley attended Burncross in Bloom in the morning and Grenoside in Bloom in the afternoon.
- 1/8/2008 - The Chairman, Cllr Mrs D Fearnley attended the Steel City Festival of Dance and presented the Parish Council Trophy.
- 31/8/2008 – Several Councillors attended the laying down of the standard of the High Green Ladies Section of the British Legion at St Saviours Church.
- 31/8/2008 – Ecclesfield Gala 2008 – several Councillors had attended the Gala.
- 27/7/2008 – Foxfields Spring Woods – summer barbecue. Several councillors attended the event. Cllr Mrs J Wright said that it had been

a very enjoyable event with live music, plenty to eat, rounders, tug-of-war and fireworks at the end of the evening.

MINUTE NO 72.

MEMBERS ITEMS

- Cllr Ms V M Bowden said that there would be a meeting on Monday 15 September 2008 at 7.30pm in the Black Bull in Church Street, Ecclesfield to discuss Ecclesfield in Bloom for 2009. The web page for further details regarding this is:-  
<http://plan.ecclesfield.googlepages.com>
- Cllr Mr H House reported that the fencing around Chapeltown Community Centre – getting funding sorted which will be approximately in the region of £6,000 - £8,000.
- Friends of Charlton Brook - Cllr Mr H House reported that with regard to the de-silting of the brook – a farmer had been identified who was willing to take all the silt. He also reported that the BMX track was to be re-instated at a cost of £5,000 with a big launch event happening in June 2009.
- Cllr Mr D E Pepper requested that a List of Planning Applications be sent to all Councillors prior to the Planning Meeting. The Clerk requested members to note that these would shortly be available on the Council's website.
- Cllr Mr N Garratt thanked the Chairman of Ecclesfield Parish Council for attending the Ceremony where the High Green Ladies Section of the British Legion laid down their standard.
- Cllr Mrs K Granger reported that Friends of Chapeltown Park had not received any lottery money.
- Cllr Mr S Bower reported that the Friends of Westwood Country Park were looking at routes for funding. They now have a website which is [friendsofwestwoodpark.co.uk](http://friendsofwestwoodpark.co.uk).
- Cllr Mr S Bower reported that there would be a Memorial Service at Sheffield Cathedral for Adrian Sudbury who has recently died from Leukaemia. The Chairman of Ecclesfield Parish Council stated that she would be attending this service.

COUNCIL CORRESPONDENCE RECEIVED 4 JULY – 4 SEPTEMBER 2008							
Date Recd	Recd From	Type	Subject	Ref/Coun	Ref/Plan	Ref/Fin	Cttee
04-Jul-08	YLCA	e-mail	Place Matters Conference 20 + 21 November	04-Sep-08			C
29-Jul-08	YLCA	e-mail	Development of Eco Towns	04-Sep-08			C
29-Jul-08	YLCA	e-mail	Transforming Places - changing lives	04-Sep-08			C
04-Aug-08	YLCA	e-mail	Update from Yorkshire and Humber Assembly	04-Sep-08			C
08-Aug-08	YLCA	e-mail	Invitation to attend Neighbourhoods in Action Eve	04-Sep-08			C
19-Aug-08	YLCA	email	Red telephone boxes	04-Sep-08			C
19-Aug-08	YLCA	email	Parks & open spaces, list of publications	04-Sep-08			C
07-Jul-08	Cllr	e-mail	Decommissioning of Rural Phone Boxes	04-Sep-08			C
08-Jul-08	CE Electric	letter	Building links within our community	04-Sep-08			C
11-Jul-08	North Area Panel	Mins +Age	Agenda for meeting 23.7.08	04-Sep-08			C
21-Jul-08	Foys Solicitors	letter	Land at Chapeltown	04-Sep-08	12-Aug-08		C/P
28-Jul-08	Foys Solicitors	letter	Land at Chapeltown	04-Sep-08			C
30-Jul-08	Foys Solicitors	letter	Chapelton Baths	04-Sep-08	12-Aug-08		P/C
15-Aug-08	Foys Solicitors	letter	Receipt of Licence to Underlet+Deed of Variation	04-Sep-08		18-Sep-08	C/F
21-Jul-08	Yorkshire & Humberside Assembly	Leaflet	Yorkshire and Humber Assembly News	04-Sep-08			C
22-Jul-08	Whitley Hall CC	e-mail	Development of Whitley Hall CC	04-Sep-08		18-Sep-08	C/F
22-Jul-08	SYPA	email	Update on rules re ill health retirement	04-Sep-08			C
24-Jul-08	Job Centre Plus	letter	Info re closures	04-Sep-08			C
24-Jul-08	One Stop	letter	New waste management contract	04-Sep-08			C
25-Jul-08	Irwin Mitchell	letter	Info re Cupola Lane g. rents	04-Sep-08			C
15-Aug-08	Irwin Mitchell Solicitors	letter	Sale of Land 4-18 Cupola Lane, Grenoside	04-Sep-08		18-Sep-08	C/F
02-Sep-08	Irwin Mitchell Solicitors	letter	Ackn of receipt of docs re Grenoside Exhibition	04-Sep-08			C
25-Jul-08	Grenoside News	booklet	August 2008	04-Sep-08			C
25-Jul-08	British Legion	letter	Invite for Chairman for S. of Remembrance	04-Sep-08			C

## APPENDIX A

COUNCIL CORRESPONDENCE RECEIVED 4 JULY – 4 SEPTEMBER 2008							
Date Recd	Recd From	Type	Subject	Ref/Coun	Ref/Plan	Ref/Fin	Cttee
28-Jul-08	Mel Groves Job Centre Plus	e-mail	Proposal to close Chapeltown Job Centre	04-Sep-08			C
28-Jul-08	South Yorkshire Pensions	e-mail	Local Government Pension Scheme	04-Sep-08			C
28-Jul-08	Nancy Crawford - Introspective	e-mail	Costings for training staff and councillors	04-Sep-08			C
29-Jul-08	Bus Users UK	letter	S1 and S2 Bus Service	04-Sep-08			C
30-Jul-08	Cllr	e-mail	Parish/Town Council Rep on Standards Commi	04-Sep-08			C
04-Aug-08	Cllr	e-mail	Standards Committee representative	04-Sep-08			C
11-Aug-08	Cllr	e-mail	Parish/Town Council rep on Standards Committee	04-Sep-08			C
30-Jul-08	Cllr	e-mail	Free summer activities for children	04-Sep-08			C
30-Jul-08	Cllr	e-mail	Scrutiny Boards' request for location of sandbags	04-Sep-08			C
30-Jul-08	Cllr	e-mail	Bands in Bloom Festival 2008	04-Sep-08			C
31-Jul-08	Sheffield Homes	letter	Bands and Blooms	04-Sep-08			C
11-Aug-08	Sheffield Homes	letter	Bands and Blooms	04-Sep-08			C
22-Aug-08	Bands & Blooms	letter	Info re Bands & Blooms	04-Sep-08			C
01-Aug-08	SCC	e-mail	Silver Jubilee and Sheffield Environment weeks	04-Sep-08	12-Aug-08		C/P
28-Jul-08	SCC - Corporate Property Division	letter	Former High Green Library	04-Sep-08			C
11-Aug-08	Sheffield Homes	letter	Acknowledgement of letter	04-Sep-08			C
13-Aug-08	SCC - Dennis Wyatt	e-mail	Wayside seats	04-Sep-08			C
28-Aug-08	SCC - Bereavement Services	letter	Response re Ecclesfield & Burncross Cemetery	04-Sep-08			C
28-Aug-08	SCC - Street Force	letter	Response re Potters Gate - Street Nameplate	04-Sep-08			C
28-Aug-08	SCC - Street Force	e-mail	Response re Public toilets - Cowley Lane	04-Sep-08			C
04-Aug-08	Black Rock	letter	Charinco Common Investment Fund	04-Sep-08			C
04-Aug-08	Michael Whiting	letter	Ecclesfield Gala 2008	04-Sep-08	12-Aug-08		C/P
04-Aug-08	Macmillan Fundraising Office	letter	Macmillan Coffee morning	04-Sep-08			C
20-Aug-08	Zurich Insurance	letter	Info re public liability insurance for groups	04-Sep-08			C

## APPENDIX A

COUNCIL CORRESPONDENCE RECEIVED 4 JULY – 4 SEPTEMBER 2008							
Date Recd	Recd From	Type	Subject	Ref/Coun	Ref/Plan	Ref/Fin	Cttee
20-Aug-08	YLCA	email	Info re legality of coffee morning	04-Sep-08			C
04-Aug-08	Parishioner	e-mail	Ideas for Ecclesfield	04-Sep-08			C
18-Aug-08	Zurich Insurance	letter	Refund of premium re Reading Room	04-Sep-08			C
20-Aug-08	SYPA	letter	AGM 30.10.08	04-Sep-08			C
20-Aug-08	YLCA	email	Conference on employment issues 18.11.08	04-Sep-08			C
21-Aug-08	YLCA	email	Councillor training - dates and venues	04-Sep-08			C
22-Aug-08	YLCA	email	CSV Make a Difference Day	04-Sep-08			C
22-Aug-08	YLCA	email	Info re S137 expenditure	04-Sep-08			C
28-Aug-08	YLCA	e-mail	YLCA Website	04-Sep-08			C
29-Aug-08	YLCA	e-mail	Yorkshire and Humber Assembly	04-Sep-08			C
29-Aug-08	YLCA	e-mail	Retention of Red Telephone Kiosks	04-Sep-08			C
22-Aug-08	Parishioner	email	Re update of PC website	04-Sep-08		18-Sep-08	C/F
22-Aug-08	SYPT	letter	Membership of SYPT advisory group	04-Sep-08			C
01-Sep-08	South Yorks Passenger Transp	letter	Dial a bus service - reintroduction of route 406	04-Sep-08			C
27-Aug-08	Yorkshire & Humber Assembly	letter	Annual review 07/08	04-Sep-08			C
27-Aug-08	Objective 1	magazine	Breakthrough Sep. 08	04-Sep-08			C
27-Aug-08	Friends of Chapelton Park	e-mail	Music in Chapelton Park - Public toilets	04-Sep-08			C
02-Sep-08	St Marks Church	leaflet	Grenoside News	04-Sep-08			C
4 Sept 2008	Sheffield First	letter	SFE 2008 Community Environment Awards Scheme	4 Sep 08			

MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE HELD 4 SEPTEMBER 2008

Present: Chairman: Dr J C Bowden  
Councillors: Mr J Jones, Mrs D Fearnley, Mr H House,  
Mrs K Granger, Mrs J Wright

Apologies for absence were received from Mr B Curran and the reason for absence was approved by the Committee.

MINUTE NO.42.  
TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS

*Cllr Mr H House is to renew his declaration of interest to denote his membership of the Friends of Charlton Brook.*

MINUTE NO.43.  
TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COMMITTEE ON ITEMS TO BE DISCUSSED AT THIS MEETING.

There were none received.

MINUTE NO.44.  
TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC

There were none identified.

MINUTE NO.45.  
PLANNING PROPOSALS FOR CONSIDERATION (*Appendix A*)

08/02649/FUL - 2 Chambers Valley Road, Chapeltown, Sheffield  
One objection had been received with regard to the above, a copy of which had already been sent to the Planning Department by the resident themselves. It was agreed to support the objection on the following grounds:-

- Ø Infringement of privacy due to the height of the proposed development.
- Ø Encroachment
- Ø Backfilling along the boundary line
- Ø Loss of light

It was agreed by the Committee that a letter be sent to the Head of Planning, Sheffield City Council requesting that a site visit be made and that the objection be taken into account when making a decision.

MINUTE NO.46.  
LICENCE APPLICATIONS

There were none received.

MINUTE NO.47.  
CORRESPONDENCE (Appendix B)

Provision of Allotments

A letter had been received from a Parishioner stating that he was in the process of taking a tenancy of a piece of land with the intention that this become an allotment. He asked the Parish Council for their support in this matter. It was agreed by the Committee that the Clerk to the Council would write to the Parishioner informing him of the Allotments Act and also advising him that there is already a list of people waiting for allotments on Bevan Way who may be interested in joining with him.

MINUTE NO.48.  
MEMBERS ITEMS

- Ø It was reported to the Committee that at an earlier meeting a plan had been approved to which there had previously been objections to. It was agreed to review the membership of the Planning Committee to ensure representation of the four villages in the Parish.
  
- Ø Councillors Training sessions - Learning and Development Programme 2008 for City and Parish Councillors. Several members of the Planning Committee stated that they would be interested in attending these courses. The Administration Officer is in the process of organising these sessions with Louise Pellett, Member Development Officer at the City Council.

PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
08/02649 01-Sep-08	FUL	S HUSSAIN Rec. 14.8.08	2 CHAMBERS VALLEY ROAD, CHAPELTOWN, SHEFFIELD TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE ERECTION OF A DETACHED DOUBLE GARAGE AND ERECTION OF A BOUNDARY WALL	N/CONSULTED 1 obj	SUPPORT RESIDENTS OBJECTIONS	04-Sep-08
08/03577	FUL	M YOUNG Rec. 14.8.08	27 WHITLEY LANE, ECCLESFIELD, SHEFFIELD ERECTION OF DETACHED GARAGE WITH ANCILLARY LIVING ACCOMMODATION ABOVE	N/CONSULTED	NO OBJECTION	04-Sep-08
08/04340 04-Sep-08	FUL	A OWEN Rec 18.8.08	23 MILTON ROAD, BURNCROSS ERECTION OF REAR CONSERVATORY	N/CONSULTED	NO OBJECTION	04-Sep-08
08/02837 09-Sep-08	FUL	A OWEN Rec 22.8.08	VEOLIA, STATION ROAD, ECCLESFIELD ERECTION OF 2 GALVANISED STEEL WORKSHOP BLDGS	MEMBERS	NO OBJECTION	04-Sep-08
08/04143 09-Sep-08	FUL	A OWEN Rec 22.8.08	CO-OP, 98 GREENGATE LANE, HIGH GREEN ALTS TO SHOP INCL. RELOCATION OF ENTRANCE & ALTS TO SHOP FRONTS, PROV OF ADDL EXTERNAL CONDENSER UNITS, ERECTION OF 1.8M HIGH GATES TO SERVICE YARD & FORMATION OF BIN STORE	N/CONSULTED MEMBERS	NO OBJECTION	04-Sep-08
08/04423 12-Sep-08	FUL	S HUSSAIN Rec. 28.8.08	27 CRESWICK LANE, SHEFFIELD S35 8NL SINGLE STOREY SIDE/REAR EXTENSION INCLUDING CONSERVATORY TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	04-Sep-08

## APPENDIX A

<b>08/04412</b> 11-Sep-08	<b>FUL</b>	<b>A OWEN</b> Rec. 28.8.08	<b>108 ECCLESFIELD ROAD, CHAPELTOWN, SHEFFIELD</b> SINGLE STOREY REAR EXTENSION TO GARAGE TO FORM GRANNY FLAT AND CONSTRUCTION OF SIDE DORMER WINDOW	N/CONSULTED	<b>NO OBJECTION</b>	04-Sep-08
<b>08/04489</b> 18-Sep-08	<b>FUL</b>	<b>S HUSSAIN</b> Rec. 1.9.08	<b>19 PARK VIEW ROAD, CHAPELTOWN, SHEFFIELD</b> EXTENSION TO FRONT PORCH	N/CONSULTED	<b>NO OBJECTION</b>	04-Sep-08
<b>08/04308</b> 17-Sep-08	<b>FUL</b>	<b>A OWEN</b> Rec. 17.9.08	<b>11 THE CIRCLE, HIGH GREEN, SHEFFIELD</b> ERECTION OF TWO SINGLE STOREY BUILDINGS WITH COVERED WALKWAY TO FORM GARAGE/POTATO STORE AND FOOD PREPARATION/STAFF ROOM/SHOWER/WC	N/CONSULTED	<b>NO OBJECTION</b>	04-Sep-08

PLANNING CORRESPONDENCE 15 AUGUST – 4 SEPTEMBER 2008							
Date Recd	Recd From	Type	Subject	Ref/Coun	Ref/Plan	Ref/Fin	Cttee
15-Aug-08	SCC - Street Force	e-mail	Roadworks Report 663		04-Sep-08		P
22-Aug-08	SCC	email	Roadworks report No. 664		04-Sep-08		P
29-Aug-08	SCC - Street Force	e-mail	Roadworks report No. 665		04-Sep-08		P
18-Aug-08	SCC	email	Licensing Appls 10-16 Aug 08		04-Sep-08		P
27-Aug-08	SCC	e-mail	Licensing Application 15-22 August 2008		04-Sep-08		P
29-Aug-08	SCC	e-mail	Licensing Applications 22-29 August 2008		04-Sep-08		P
19-Aug-08	SCC, Licensing	email	Info re licensing matters		04-Sep-08		P
19-Aug-08	SCC, Streetforce	email	Reply re A61 barriers, fly tipping		04-Sep-08		P
27-Aug-08	SCC - Street Force	e-mail	Response re - Crash barriers - Thompson Hill		04-Sep-08		P
27-Aug-08	SCC - Environmental Services	e-mail	Angram Road		04-Sep-08		P
18-Aug-08	Friends of Foxfield Spring Wood	minutes	of meeting 6.8.08		04-Sep-08		P
19-Aug-08	Thornccliffe Park, Atkinson	email	Proposed development at Thornccliffe Park		04-Sep-08		P
27-Aug-08	Resident (12)	letter	Obj PP08/02649/FUL at 2 Chambers Valley Rd		04-Sep-08		P
22-Aug-08	Residents	letter	Obj to PP08/04235/FUL, land Chapel & BX Rd		04-Sep-08		P
22-Aug-08	Resident	email	Friends of Westwood Country Park info		04-Sep-08		P
29-Aug-08	Parishioner	e-mail	Request for support re new allotment site		04-Sep-08		P
01-Sep-08	Parishioner	letter	Resurfacing footpath on Reaper Crescent		04-Sep-08		P
02-Sep-08	Campaign to Protect Rural England	leaflet	Renewable energy - transforming countryside		04-Sep-08		P

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE HELD 16 SEPTEMBER 2008**

**Present:** Chairman: Dr J C Bowden  
**Councillors:** Mrs D Fearnley, Mrs J Wright, Mr B Curran

Apologies were received from Cllr Mr H House, Cllr Mr J Jones and Cllr Mrs K Granger and the reasons for absence were approved by the Committee. Cllr Ms V M Bowden was also present at the meeting.

**MINUTE NO.49.**  
**TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS**

There were none received.

**MINUTE NO.50.**  
**TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COMMITTEE ON ITEMS TO BE DISCUSSED AT THIS MEETING.**

There were none received.

**MINUTE NO.51.**  
**TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC**

There were none identified.

**MINUTE NO.52.**  
**PLANNING PROPOSALS FOR CONSIDERATION (*Appendix A*)**

08/04633/OUT – Curtilage of 470 Burncross Road,  
Sheffield S35 1SL

No objections had been received but the Committee felt that they wished to bring to the notice of the Planning Department that there would be a loss of four trees on the site if this development were to take place.

08/02562/ADV – 12 St Mary’s Lane, Ecclesfield,  
Sheffield S35 9YE – 1 illuminated fascia sign

Two objections had been received from residents of Ecclesfield. It was agreed to support these objections on the following grounds:-

- Ø The size of the lettering and the colour of the illuminated sign are not within the guidelines of the Ecclesfield Conservation Area Management proposals (paragraph 3.6.2).

**08/01179/FUL - 12 St Mary's Lane, Ecclesfield, Sheffield S35 9YE - Retention of roller shutters to shop windows and doors**

Two objections had been received from residents of Ecclesfield. It was agreed to support these objections on the following grounds:-

- Ø The shutters need to be coloured to be in keeping with the conservation area rather than bare aluminium metal.

It was agreed by the Committee that a letter be sent to the Head of Planning requesting that these objections be taken into account when making their decisions about the applications.

**MINUTE NO.53.**  
**LICENCE APPLICATIONS**

There were none received.

**MINUTE NO. 54**  
**PLANNING PROPOSALS ON-LINE - LARGE SCREEN DOWNSTAIRS TO VIEW PLANNING APPLICATIONS**

Following discussion it was agreed to put this item on the agenda for the mid month planning meeting. Louise Pellett who is the Member Development Officer from Sheffield City Council is attending Ecclesfield Parish Council on 25 September 2008 to deliver a teaching session on the following:-

- Ø Gain an understanding of the City Council's planning policies.
- Ø Know how to find Planning Applications on the Internet.
- Ø Better understand how to comment on a Planning application.
- Ø Gain an overview of the Council's Planning Enforcement Programme.

The Committee would then be able to make an informed decision about the need for a screen to be provided in the Committee Room.

**MINUTE NO.55.**  
**REPRESENTATION BY COUNCILLORS ON THE PLANNING COMMITTEE FOR ALL FOUR VILLAGES IN THE PARISH**

Following discussion by the Committee it was agreed to keep sending the Planning Lists to all Councillors and to put the item on the Council Agenda in October for a decision to be made about extra representation on the Planning Committee.

**MINUTE NO. 56.**  
**BANDS AND BLOOMS**

The Committee stated that they had been in support of Bands and Blooms, having given several grants to them over the last few years and that they would continue to be in support of this group in the future. The Planning

Committee would support a steering group being established which was independent of the Parish Council.

MINUTE NO. 57

CORRESPONDENCE (Appendix B)

Ideas for Ecclesfield

A letter had been received from a Parishioner with regard to her ideas and suggestions for the village of Ecclesfield. Following discussion it was decided to request that Cllr Ms V M Bowden respond to this lady and thank her for her suggestions. Cllr Ms V M Bowden agreed to do this on behalf of the Committee.

High Green Development Trust Community Impact Research

A survey had been sent to the Parish Council for completion. It was agreed by the Committee that Dr J C Bowden fill in the survey with a positive response on behalf of the Committee.

MINUTE NO.58.

MEMBERS ITEMS

- Ø Cllr Mrs D Fearnley reported that she had received confirmation of her attendance at five Christmas assemblies in the local schools to present them with their Christmas grants.

PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
08/04273 19-Sep-08	FUL	F K KHAN Rec. 2.9.08	22 ST MARY'S CLOSE, ECCLESFIELD, SHEFFIELD S35 9UX TWO STOREY REAR AND SINGLE STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Sep-08
08/04249 19-Sep-08	FUL	A OWEN Rec. 2.9.08	28 BRACKEN HILL, BURNCROSS, SHEFFIELD S35 1RS TWO STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Sep-08
08/04360 22-Sep-08	FUL	A OWEN Rec. 4.9.08	16 CHAPEL CLOSE, BURNCROSS, SHEFFIELD S35 1SR ERECTION OF A SIDE CONSERVATORY AT FIRST FLOOR LEVEL WITH EXTERNAL STAIRWAY	N/CONSULTED	NO OBJECTION	16-Sep-08
08/04333 23-Sep-08	FUL	S HUSSAIN Rec 5.9.08	6 WOODSEATS, GRENOSIDE ERECTION OF FRONT PORCH, EXTN TO FRONT OF ROOF & ERECTION OF 3 DORMER WINDOWS	N/CONSULTED	NO OBJECTION	16-Sep-08
08/03769 22-Sep-08	FUL	S HUSSAIN Rec 5.9.08	1 STUART GROVE, CHAPELTOWN ERECTION OF PORCH TO SIDE	N/CONSULTED	NO OBJECTION	16-Sep-08
08/04633 25-Sep-08	OUT	F K KHAN Rec. 9.9.08	CURTILAGE OF 470 BURNCROSS ROAD, SHEFFIELD S35 1SL ERECTION OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	16-Sep-08

## APPENDIX A

<b>08/04649</b> 26-Sep-08	<b>FUL</b>	<b>A OWEN</b> Rec. 9.9.08	<b>144A ECCLESFIELD ROAD, CHAPELTOWN, SHEFFIELD</b> ALTERATIONS AND EXTENSIONS TO FORM A 2 STOREY DWELLINGHOUSE WITH INTEGRAL GARAGE	N/CONSULTED	<b>NO OBJECTION</b>	16-Sep-08
<b>08/04552</b> 30-Sep-08	<b>FUL</b>	<b>S HUSSAIN</b> Rec. 11.9.08	<b>191 CINDER HILL LANE, SHEFFIELD S35 8NH</b> ALTERATIONS AND REAR EXTENSION TO DWELLINGHOUSE INCLUDING A CONSERVATORY	N/CONSULTED	<b>NO OBJECTION</b>	16-Sep-08
<b>08/02562</b> 30-Sep-08	<b>ADV</b>	<b>A OWEN</b> Rec. 11.9.08	<b>12 ST MARY'S LANE, ECCLESFIELD, SHEFFIELD S35 9YE</b> 1 ILLUMINATED FASCIA SIGN	N/CONSULTED <b>TWO OBJECTIONS</b>	<b>SUPPORT RESIDENTS OBJECTIONS NOT IN KEEPING WITH GUIDELINES OF CONSERVATION AREA</b>	16-Sep-08
<b>08/01179</b> 30-Sep-08	<b>FUL</b>	<b>A OWEN</b> Rec. 11.9.08	<b>12 ST MARY'S LANE, ECCLESFIELD, SHEFFIELD S35 9YE</b> RETENTION OF ROLLER SHUTTERS TO SHOP WINDOWS AND DOORS	N/CONSULTED <b>TWO OBJECTIONS</b>	<b>SUPPORT RESIDENTS OBJECTIONS NOT IN KEEPING WITH GUIDELINES OF CONSERVATION AREA</b>	16-Sep-08

PLANNING CORRESPONDENCE - 16 SEPTEMBER 2008							
Date Recd	Recd From	Type	Subject	Ref/Coun	Ref/Plan	Ref/Fin	Cttee
04-Aug-08	Parishioner	e-mail	Ideas for Ecclesfield		16-Sep-08		P
05-Sep-08	SCC	e-mail	Roadworks Report - 666		16-Sep-08		P
12-Sep-08	SCC	e-mail	Roadworks Report 667		16-Sep-08		P
08-Sep-08	SCC	e-mail	Licensing applications		16-Sep-08		P
08-Sep-08	SCC	e-mail	Forthcoming Licensing Board Hearings		16-Sep-08		P
09-Sep-08	SCC - Street Force	e-mail	Response re blocked gullies & sandbags		16-Sep-08		P
10-Sep-08	SCC - Street Force	e-mail	Response re Manhole covers Cottam Road		16-Sep-08		P
11-Sep-08	SCC - Street Force	e-mail	Response re blocked gully - Bracken Hill		16-Sep-08		P
11-Sep-08	SCC - Street Force	e-mail	Response re blocked gully Whamcliffe Road		16-Sep-08		P
12-Sep-08	SCC -	e-mail	Licensing applications		16-Sep-08		P
15-Sep-08	SCC - Planning Dept	e-mail	08/01132/FUL - 17 Wortley Road, High Green		16-Sep-08		P
15-Sep-08	SCC - Planning Dept	e-mail	08/02236/FUL - 94 Wortley Road, High Green		16-Sep-08		P
15-Sep-08	SCC - Planning Dept	e-mail	08/03445/FUL - Land junct Penistone Rd and Salt Bo		16-Sep-08		P
15-Sep-08	SCC - Street Force	e-mail	62 Cottam Road, High Green - repairs		16-Sep-08		P
08-Sep-08	Councillor	email	Obj PP08/03197/FUL at 32 Stephen Lane, Gren		16-Sep-08		P
15-Sep-08	Parishioners	letter	08/00812/DEX - 33 Creswick Lane, Grenoside		16-Sep-08		P
15-Sep-08	Parishioner	e-mail	08/02562/ADV + 08/01179/FUL 12 St Mary's Lane		16-Sep-08		P
08-Sep-08	Parishioner	e-mail	Proposal for new allotment site - support req		16-Sep-08		P
08-Sep-08	Sue Ryder Care	letter	Work of Sue Ryder Care		16-Sep-08	18-Sep-08	F/P
08-Sep-08	Highways Agency	letter	Helping to Plan your journeys for Northeast Eng		16-Sep-08		P
09-Sep-08	Parishioner	e-mail	Drainage Angram Bank park		16-Sep-08		P
09-Sep-08	Ken Atkinson	e-mail	Offices and Car Park Scheme - Thorncliffe		16-Sep-08		P
10-Sep-08	YLCA	email	YRCC conference 4 Oct 08		16-Sep-08	18-Sep-08	P/F
10-Sep-08	Sheffield Homes	letter	Response re work at 277 Lane End		16-Sep-08		P
10-Sep-08	SYPT	letter	Bus Rapid Transit		16-Sep-08		P
10-Sep-08	Cllr	e-mail	Ecclesfield Road - Prop pedestrian refuge islands		16-Sep-08		P
15-Sep-08	Steve Barnard H/Green Devel Trust	e-mail	H/Green Devtpt Trust Community Impact Research		16-Sep-08	18-Sep-08	F/P

## APPENDIX B

PLANNING CORRESPONDENCE - 16 SEPTEMBER 2008							
Date Recd	Recd From	Type	Subject	Ref/Coun	Ref/Plan	Ref/Fin	Cttee
15-Sep-08	Cllr	e-mail	Attendance at H/Green Enhanced PHP		16-Sep-08		P
15-Sep-08	Various	e-mail	Flooding in Chapelton		16-Sep-08		P

Items highlighted **turquoise** may require a response from the Parish Council.

Items highlighted **yellow** show the decisions of the City Council Planning Department

