

# ECCLESFIELD PARISH COUNCIL

**To all Members of the Parish Council**

## **SUMMONS**

25 March 2010

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 1 April 2010.

### **Public Participation**

**Prior to the start of the meeting a 10 minute period will be set aside to receive questions, reports, petitions etc. from Councillors and 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 March 2010 (Pgs: 1-4 & Appendix A)
5. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 4 March 2010 (Pgs 8-10 & Appends A & B)
6. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 16 March 2010 (Pgs: 13-14 & Appends A & B)
7. To approve the Minutes of the Finance & Premises Committee meeting held 18 March 2010 (Pgs: 17-20 & Appendix A) and to approve the recommendations contained therein
8. To approve a verbal report from the Environmental Planning & Employment Committee meeting held 1 April 2010.
9. **NORTHERN COMMUNITY ASSEMBLY**  
  
Items to be considered at the Northern Assembly and Parishes liaison meetings.
10. **HIGH GREEN COMMUNITY WORKER** – Priority areas of work identified by the Parish Council.

11. **CORRESPONDENCE** – Items requiring a decision or response
12. **ACCOUNTS** – To approve the accounts presented for payment
13. **LOCAL EVENTS**

Yours faithfully,

Philip Allass

Philip Allass  
Clerk to the Council

**MINUTES OF THE PARISH COUNCIL MEETING**  
**HELD 4<sup>TH</sup> MARCH 2010**

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

Apologies for absence were received from Cllrs Mr G Oxley, Dr J C Bowden and Mr S Bower and the reasons for absence were approved by the Council.

MINUTE	ACTION
<p><b><u>MINUTE NO.150.</u></b>  <b><u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u></b>  There were none received.</p>	
<p><b><u>MINUTE NO.151.</u></b>  <b><u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COUNCIL ON ITEMS TO BE DISCUSSED AT THE MEETING</u></b>  Cllr Mr N Garratt declared an interest in item No. 8 on the agenda – minutes of the Finance/Premises committee meeting regarding the grant to the Ecclesfield Gala.</p>	
<p><b><u>MINUTE NO.152.</u></b>  <b><u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u></b>  There were none identified.</p>	
<p><b><u>MINUTE NO.153.</u></b>  <b><u>TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 4<sup>TH</sup> FEBRUARY 2010</u></b>   <b><u>RESOLVED UNANIMOUSLY</u></b>  (Proposed by Cllr Mr C Taylor  Seconded by Cllr Mrs K Granger)  That the minutes be approved as a correct record.</p>	
<p><b><u>MINUTE NO.154.</u></b>  <b><u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING &amp; EMPLOYMENT COMMITTEE MEETING HELD 4<sup>TH</sup> FEBRUARY 2010</u></b>   <b><u>RESOLVED UNANIMOUSLY</u></b>  (Proposed by Cllr Mr D E Pepper  Seconded by Cllr Mrs J H Wright)  That the minutes be approved as a correct record.</p>	

<p><b><u>MINUTE NO.155.</u></b>  <b><u>TO APPROVE THE MINUTES OF THE PRIORITIES WORKING PARTY HELD ON 4<sup>TH</sup> FEBRUARY 2010</u></b></p> <p><b><u>RESOLVED UNANIMOUSLY</u></b>  <b>(Proposed by Cllr Mr D E Pepper</b>  <b>Seconded by Cllr Mrs K Granger)</b>  That the minutes be approved as a correct record.</p>	
<p><b><u>MINUTE NO.156.</u></b>  <b><u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING &amp; EMPLOYMENT COMMITTEE MEETING HELD 16<sup>TH</sup> FEBRUARY 2010</u></b></p> <p><b><u>RESOLVED UNANIMOUSLY</u></b>  <b>(Proposed by Cllr Mr N Garratt</b>  <b>Seconded by Cllr Mr D E Pepper)</b>  That the minutes be approved as a correct record.</p> <p>The Clerk was requested to enquire into the procedures regarding obtaining Listed Building Consent.</p>	Clerk to make enquiries
<p><b><u>MINUTE NO.157.</u></b>  <b><u>TO APPROVE THE MINUTES OF THE FINANCE &amp; PREMISES COMMITTEE MEETING HELD 18<sup>TH</sup> FEBRUARY 2010 AND TO APPROVE THE RECOMMENDATIONS CONTAINED THEREIN</u></b></p> <p>Cllr Garratt declared an interest in this matter and did not vote thereon</p> <p><b><u>RESOLVED</u></b>  <b>(Proposed by Cllr Mr H House</b>  <b>Seconded by Cllr Mrs D Fearnley)</b>  That the minutes be approved as a correct record.</p>	
<p><b><u>MINUTE NO.158.</u></b>  <b><u>TO RECEIVE A VERBAL REPORT FROM THE ENVIRONMENTAL PLANNING &amp; EMPLOYMENT COMMITTEE MEETING HELD ON THE 4<sup>TH</sup> MARCH 2010</u></b></p> <p><b><u>RESOLVED UNANIMOUSLY</u></b>  <b>(Proposed by Cllr Mr H House</b>  <b>Seconded by Cllr Mrs D Fearnley)</b>  That the minutes be approved as a correct record.</p>	
<p><b><u>MINUTE NO.159.</u></b>  <b><u>NORTHERN COMMUNITY ASSEMBLY</u></b>  a) <b><u>To receive an update on the work of the Northern Community Assembly</u></b>  Cllr Hooper reported on the success of the "You Choose" events and the grants made.</p>	

<p><b>b) <u>To identify items for referral to the Joint Parish Council/Northern Community Assembly Panel</u></b>          Illegal parking of taxis and parking of large business vehicles outside The Waggon, Chapeltown.</p>	Clerk to write to SCC and Taxi Licensing Dept
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**MINUTE NO.160.**  
**CORRESPONDENCE (Appendix A)**

All items of correspondence were noted and none were identified as requiring a reply or response.

Cllr Hooper informed members that the Parish Council did not meet the criteria for funding from the Coalfield Regeneration Trust.

**MINUTE NO.161.**

**ACCOUNTS**

**RESOLVED UNANIMOUSLY**

**(Proposed by Cllr Mrs D Fearnley**

**Seconded by Cllr Mr B Curran)**

That the following accounts be approved for payment:

Date Recd	Payable To	Amount	Payment Details	Payment made under
01-Mar-10	Valuation Office Agency	£423.00	Valuation re Cupola Lane	L.G. Act 1972 S111
01-Mar-10	Westwood Training Ltd	£250.00	Grant	L.G. Act 1972 S137
01-Mar-10	St Mary's PCC	£500.00	Grant	L.G. Act 1972 S137
01-Mar-10	Npower	£364.88	Office & C/Room accounts	L.G. Act 1972 S111
01-Mar-10	Chubb Security	£67.06	Annual service fees	L.G. Act 1972 S111
01-Mar-10	Lemark Office Equipment Ltd	£105.75	Office chairs	L.G. Act 1972 S111
01-Mar-10	Absolute Coffee	£47.46	Coffee & cream delivery	L.G. Act 1972 S111
01-Mar-10	YLCA	£27.00	Standing Orders	L.G. Act 1972 S111
01-Mar-10	Ecclesfield Gala Cttee	£1,500.00	Grant	L.G. Act 1972 S137
01-Mar-10	Cllr H House	£19.00	Cllr expense claim	L.G. Act 1972 S111
01-Mar-10	Sage	£111.63	Payroll software renewal	L.G. Act 1972 S111
01-Mar-10	YLCA	£1,669.00	Annual membership renewal	L.G. Act 1972 S111
01-Mar-10	AOL	£20.48	Internet fee - direct debit	L.G. Act 1972 S111
01-Mar-10	Grenoside News	£8.70	Annual subscription	L.G. Act 1972 S111

**MINUTE NO.162.**

**GRANT APPLICATION FORM**

**RESOLVED UNANIMOUSLY**

**(Proposed by Cllr Mr H House**

**Seconded by Cllr Mr N Garratt)**

That the new format of the grant application form be used for future applications.

**MINUTE NO.163.**

**CHAIRMEN'S SEATS**

Cllrs Garratt and Hooper are to survey the existing seats to identify repairs required and to establish a list of new seats and locations required.

**MINUTE NO.164.****BUDGET AMENDMENT****RESOLVED UNANIMOUSLY****(Proposed by Cllr Mr N Garratt****Seconded by Cllr Mr D E Pepper)**

That the sum of £500 be transferred from the premises costs allocation to special projects.

**MINUTE NO.165.****LOCAL EVENTS**

Councillors had attended various events and reported back on these:-

- Friends of Charlton Brook – De-silting of the dam. Cllr Mr H House reported that there will be a launch event in September 2010.
- PACT meeting –
  - Police have been confiscating off-road bikes and have confiscated 19 bikes in the last 16 weeks.
  - Traffic Police are patrolling hotspots in High Green.
  - Problems highlighted outside the Miners Welfare
- Meeting re lights at Cowley Lane – Cllrs House, Garratt and Taylor had attended a meeting with a member of the Traffic and Highways Department. The filter light is to be altered and also a no entry sign is to be erected.
- Scouts Cooking Competition – Cllr House and his wife had attended and judged the event. Standards had been very high.
- Burncross Action Team – Litters picks carried out. Acorn Recreation Ground – submitted application to Awards for All.
- Interviews for new High Green Development Worker.
- Coterie Gallery – Puppet Exhibition.
- Civic Service – discussions with Vicar – local groups to be invited.
- Lord Mayor's buffet for Councillors and staff.
- Chapeltown Community Centre – have obtained a grant of £17,500 for refurbishment work.
- Tree Planting – Ecclesfield Park – A new specimen tree has now been planted – Ecclesfield Parish Council provided a grant towards this.
- 17 February – Topping off Ceremony of the Jeffcock Memorial. (William Jeffcock was the first Mayor of Sheffield in 1843).
- Grenoside Pantomime
- You Choose Event

<b>COUNCIL CORRESPONDENCE – 4 MARCH 2010</b>							
<b>DATE RECD</b>	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Coun</b>	<b>Ref/Plann</b>	<b>Ref/Fin</b>	<b>No.</b>
05-Feb-10	Lord Mayor's office	email	Engagements w/comm 7.2.10	04-Mar-10			<b>1</b>
08-Feb-10	Thornccliffe Conservation Group	letter	Response re membership of Group	04-Mar-10			<b>2</b>
08-Feb-10	Thornccliffe Management	newsletter	Thornccliffe News	04-Mar-10			<b>3</b>
08-Feb-10	Coterie Gallery	e-mail	Puppet exhibition	04-Mar-10			<b>4</b>
08-Feb-10	NALC	e-mail	DIS Extra issue 726	04-Mar-10			<b>5</b>
08-Feb-10	SCC	e-mail	Free training Guns, gangs and knives take lives	04-Mar-10			<b>6</b>
08-Feb-10	Doris Denton	e-mail	Litter pick Chapeltown Park	04-Mar-10			<b>7</b>
09-Feb-10	SLCC	e-mail	Branch Newsletter February 2010	04-Mar-10			<b>8</b>
09-Feb-10	Resident of the Parish	letter	Suggestions for the Parish	04-Mar-10			<b>9</b>
10-Feb-10	Coterie Gallery	email	Info re forthcoming exhibitions	04-Mar-10			<b>10</b>
10-Feb-10	Cllr Bagshaw	letter	Update re Devil's Bridge Pond	04-Mar-10			<b>11</b>
10-Feb-10	Cllr Hooper	e-mail	Chinese New Year Show	04-Mar-10			<b>12</b>
10-Feb-10	Cllr Hooper	e-mail	The Culture Debate and poetry reading	04-Mar-10			<b>13</b>
10-Feb-10	Cllr House	poster	Need help about drinking poster for website	04-Mar-10			<b>14</b>
10-Feb-10	Mark Hible	e-mail	CSLA course at Stocksbridge revised date	04-Mar-10			<b>15</b>
10-Feb-10	Cllr Hooper	e-mail	Fly posting in the north of Sheffield	04-Mar-10			<b>16</b>
11-Feb-10	Northern Community Assembly	letter	High Green Development Worker	04-Mar-10		18-Feb-10	<b>17</b>
12-Feb-10	Lord Mayor's office	e-mail	Civic engagements week 14.2.10	04-Mar-10			<b>18</b>
15-Feb-10	Friends of Parks	email	Chapeltown Kite Festival	04-Mar-10			<b>19</b>
15-Feb-10	Sheffield Inter Schools	email	Snooker competition 25.4.10	04-Mar-10			<b>20</b>
17-Feb-10	Energy Saving Trust	letter	Green communities	04-Mar-10			<b>21</b>
19-Feb-10	Northern Community Assembly	newsletter	February 2010	04-Mar-10			<b>22</b>
19-Feb-10	SLCC	application	Larger Councils' Conference 2010	04-Mar-10			<b>23</b>
19-Feb-10	SCC Chief Executive	letter	Response re dog bins	04-Mar-10			<b>24</b>

<b>COUNCIL CORRESPONDENCE – 4 MARCH 2010</b>							
<b>DATE RECD</b>	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Coun</b>	<b>Ref/Plann</b>	<b>Ref/Fin</b>	<b>No.</b>
19-Feb-10	Greenhead Gardens Citizens Club	letter	Thank you for grant	04-Mar-10			25
19-Feb-10	Lord Mayor's office	e-mail	Civic engagements	04-Mar-10			26
22-Feb-10	NCA	e-mail	Getting your community heard workshop	04-Mar-10			27
22-Feb-10	Ecclesfield Bellringers	e-mail	Request to put on website	04-Mar-10			28
22-Feb-10	NALC	e-mail	DIS Extra Issue 728	04-Mar-10			29
22-Feb-10	NCA	e-mail	Communities Conference	04-Mar-10			30
22-Feb-10	Mark Hible SCC	e-mail	CSLA Course Stocksbridge	04-Mar-10			31
22-Feb-10	Sheffield YWCA	e-mail	Peile Court Project	04-Mar-10			32
23-Feb-10	DVS	letter	Valuation Report Cupola Lane	04-Mar-10			33
23-Feb-10	BDO Stoy Hayward	letter	Audit Briefing Winter 2010	04-Mar-10			34
25-Feb-10	NCA Marika Puglisi	e-mail	Information from Police	04-Mar-10			35
25-Feb-10	Cllr House	e-mail	Decisions after quotes re Chapeltown	04-Mar-10			36
25-Feb-10	Sheffield Futures	e-mail	Communities and Local Government ASB events	04-Mar-10			37
25-Feb-10	BBC Sheffield	e-mail	BBC Big Red Bus Event 5 March 2010	04-Mar-10			38
25-Feb-10	SCC Voluntary Sector Liaison Team	e-mail	Funding Forum	04-Mar-10			39
25-Feb-10	YLCA	letter	Invoice and White Rose Update	04-Mar-10			40
25-Feb-10	YLCA	letter	Training and Development Programme 2010	04-Mar-10			41
26-Feb-10	YLCA	e-mail	ASB Events	04-Mar-10			42
26-Feb-10	Tim Shortland	e-mail	Invitation to tree planting 17 and 23 March	04-Mar-10			43
26-Feb-10	South Yorks Funding Advice Bureau	e-mail	Funding news March issue	04-Mar-10			44
26-Feb-10	HMRMC	letter	Year end details	04-Mar-10			45
26-Feb-10	Lord Mayor's office	e-mail	Lord Mayor's engagements 28.2.10	04-Mar-10			46
26-Feb-10	Sheffield Futures	e-mail	Social Media Surgery	04-Mar-10			47
26-Feb-10	Cllr House	e-mail	Living streets High Green	04-Mar-10			48

<b>COUNCIL CORRESPONDENCE – 4 MARCH 2010</b>							
<b>DATE RECD</b>	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Coun</b>	<b>Ref/Plann</b>	<b>Ref/Fin</b>	<b>No.</b>
26-Feb-10	South Yorkshire Pensions	letter	Payment of employees and employers contributions	04-Mar-10		18-Mar-10	49
01-Mar-10	St Mark's Church	booklet	Grenoside News	04-Mar-10			50
01-Mar-10	Barnsley MBC	letter	Barnsley Local Development Framework	04-Mar-10			51
01-Mar-10	Ecclesfield Parish Church	letter	Response re breakdown of costs	04-Mar-10		18-Mar-10	52
01-Mar-10	Activity Sheffield	e-mail	Blastoff football	04-Mar-10			53
01-Mar-10	Sheffield Futures	e-mail	ROAR Training	04-Mar-10			54
01-Mar-10	South Yorks Police	e-mail	Invitation to attend Council meeting	04-Mar-10			55
02-Mar-10	Ecclesfield Gala Committee	letter	Response re breakdown of costs	04-Mar-10		18-Mar-10	56
02-Mar-10	South Yorks Fire and Rescue	e-mail	Member briefing March 2010	04-Mar-10			57
02-Mar-10	SCC	e-mail	Single equality Scheme Consultation Event	04-Mar-10			58
02-Mar-10	Cllr Bowden	e-mail	Visit to Ecclesfield School	04-Mar-10			59
02-Mar-10	Tim Shortland	e-mail	Tree Planting Ecclesfield Park 2 March 2010	04-Mar-10			60
03-Mar-10	South Yorkshire Funding Adv Bureau	e-mail	Coalfields Regeneration Trust	04-Mar-10			61
03-Mar-10	Friends of Chapelton & H/Green Park	e-mail	Chapelton Park Fun Day 12 June 2010	04-Mar-10			62
03-Mar-10	Irwin Mitchell's	e-mail	Sale of freehold Cupola Lane Grenoside	04-Mar-10			63
04-Mar-10	NCA	e-mail	Ecclesfield SNA meetings and Agenda	04-Mar-10			64
04-Mar-10	Irwin Mitchell's	e-mail	Sale of freehold Cupola Lane Grenoside	04-Mar-10			65

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 4<sup>TH</sup> MARCH 2010**

**Present:** Chairman: Mr J Jones  
**Councillors:** Mr H House, Mrs K Granger, Mrs J H Wright, Mr C Taylor,  
 Mrs D Fearnley, Mr B Curran, Ms V M Bowden acted as  
 substitute for Cllr Dr J C Bowden

Apologies were received from Cllr Dr J C Bowden and the reason for absence was approved by the Committee.

MINUTE	ACTION
<p><b><u>MINUTE NO.123.</u></b>  <b><u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u></b>            There were none received.</p>	
<p><b><u>MINUTE NO.124.</u></b>  <b><u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COMMITTEE ON ITEMS TO BE DISCUSSED AT THIS MEETING.</u></b>            There were none received.</p>	
<p><b><u>MINUTE NO.125.</u></b>  <b><u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u></b>            There were none identified.</p>	
<p><b><u>MINUTE NO.126.</u></b>  <b><u>PLANNING PROPOSALS FOR CONSIDERATION</u></b>  <b><u>(Appendix A)</u></b>  <b><u>10/00467/FUL – 33 Hesley Grove, Sheffield S35 1TX</u></b></p> <p>The above mentioned application was considered by the Planning Committee and a resident of a neighbouring property attended the meeting to state her concerns.</p> <p>Although no objection had been received in writing by the Committee, the resident informed them that she would be sending her objection in to the City Council regarding her concerns on the safety aspect of the car parking, as the development would reduce the amount of parking space within their boundary and cars would therefore be parked on the road. The resident stated that the road is narrow and she was concerned that there would be reduced access for emergency vehicles. The Committee agreed to pass these comments on to the City Council.</p>	<p>Clerk to write to the Head of Planning at Sheffield City Council regarding residents' concerns.</p>

<p><b><u>10/00205/FUL –3 Middle Lane, Grenoside, Sheffield S35 8PS</u></b>                  The Planning Committee considered the above application and although there had been no objections received by the Committee there was one objection on the City Council website. The resident's concerns were regarding the loss of views and loss of privacy.                  Whilst the Committee realise that loss of view is not a material consideration used by the City Council Planning Department when making a decision, they requested that the Clerk write to the Head of Planning asking that the comment with regard to loss of privacy be taken into account when making a decision about this application.</p>	<p>Clerk to write to the Head of Planning at Sheffield City Council regarding residents' concerns</p>
<p><b><u>MINUTE NO.127.</u></b>  <b><u>LICENCE APPLICATIONS</u></b>                  There were none received.</p>	
<p><b><u>MINUTE NO. 128.</u></b>  <b><u>CORRESPONDENCE (Appendix B)</u></b>                  Items requiring a reply or response</p> <p><b><u>Item 7 – Modification of definitive map of public rights of way to add a footpath - Top Side to Bower Lane, Grenoside</u></b>                  The Committee considered the correspondence received and they have no objection to the stated modification. The Committee requested that the Clerk write to the Transport and Highways Department at Sheffield City Council to this effect.</p> <p><b><u>Item 11 – Appeal decision site of G. Fisher Transport, Green Lane, Ecclesfield</u></b>                  The Committee noted the correspondence received from the Planning Inspectorate with regard to the above. The appeal has been dismissed on the following grounds:-</p> <ul style="list-style-type: none"> <li>• Whether the proposal would prejudice the proper provision of employment land.</li> <li>• Whether the proposal would be acceptable in flood risk terms.</li> <li>• Whether the proposal would be capable of ensuring a well-designed and integrated development.</li> <li>• Whether there would be acceptable living conditions for those occupying the dwellings in relation to adjoining land uses.</li> <li>• Whether the development would be sustainable in terms of site characteristics, energy efficiency, travel choice and drainage.</li> </ul> <p><b><u>Item 12 – Salutation Inn – Wortley Road, High Green</u></b>                  A response had been received from the Conservation Department at Sheffield City Council with regard to the building being listed as being of historical interest. Several websites</p>	<p>Clerk to write to Transport and Highways Department</p>

were suggested in the correspondence and the Committee requested that the item be placed on the agenda for the next Planning meeting in order that Councillors may access the websites and consider whether the matter may be taken further. The Committee also requested that the information be sent to the resident who made the original enquiry about the building.

Item to be placed on the Agenda for the next Planning meeting and Clerk to forward details of the websites to resident for information.

PLANNING LIST 4 MARCH 2010						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
10/00310 04-Mar-10	FUL	B TURNER Rec. 15.2.10	APPLETREE NURSERY, MAIN STREET, GRENOSIDE ALTERATIONS TO DOOR/WINDOW OPENINGS OF BUILDING INCLUDING FORMATION OF LEVEL ENTRANCE AREA WITH CANOPY OVER	N/CONSULTED	NO OBJECTIONS	04-Mar-10
10/00370 03-Mar-10	FUL	P JESSOP Rec. 15.2.10	3 GREAVES LANE, HIGH GREEN, SHEFFIELD S35 4GR ALTERATIONS TO GARAGE TO FORM HABITABLE ROOM	N/CONSULTED	NO OBJECTIONS	04-Mar-10
10/00401 08-Mar-10	FUL	P JESSOP Rec 16.2.10	TREETOP VIEW, 20 ST MARYS CLOSE, ECCLESFIELD TWO STOREY SIDE EXTENSION	N/CONSULTED	NO OBJECTIONS	04-Mar-10
10/00205 08-Mar-10	FUL	S HALLAM Rec. 17.2.10	3 MIDDLE LANE, GRENOSIDE, SHEFFIELD S35 8PS ERECTION OF REAR DORMER TO CREATE HABITABLE ROOM IN ROOFSpace	N/CONSULTED	COMMENTS TO CITY COUNCIL RE PRIVACY	04-Mar-10
10/00454 11-Mar-10	FUL	S HALLAM Rec. 22.2.10	153 MAIN STREET, GRENOSIDE, SHEFFIELD S35 8PN REPLACEMENT OF FLAT ROOF WITH PITCHED ROOF	N/CONSULTED	NO OBJECTIONS	04-Mar-10
10/00467 12-Mar-10	FUL	P JESSOP Rec. 22.2.10	33 HESLEY GROVE, SHEFFIELD S35 1TX SINGLE STOREY SIDE EXTENSION AND ERECTION OF PORCH TO FRONT OF BUNGALOW	N/CONSULTED	COMMENTS TO CITY COUNCIL RE PARKING ISSUES	04-Mar-10
10/00484 15-Mar-10	FUL	S HALLAM Rec. 23.2.10	18 VICARAGE ROAD, GRENOSIDE, SHEFFIELD S35 8RG SINGLE STOREY SIDE/REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	04-Mar-10
10/00356 12-Mar-10	FUL	P JESSOP Rec. 23.2.10	35 STEPHEN DRIVE, GRENOSIDE, SHEFFIELD S35 8QY RETENTION OF RAISED REAR PATIO	N/CONSULTED	NO OBJECTIONS	04-Mar-10

<b>PLANNING CORRESPONDENCE – 4 MARCH 2010</b>							
<b>DATE RECD</b>	<b>RECEIVED FROM</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>Ref/Coun</b>	<b>Ref/Plann</b>	<b>Ref/Fin</b>	<b>No.</b>
19-Feb-10	Cllr Hooper	e-mail	Overflowing manhole cover Cart Road		04-Mar-10		<b>1</b>
19-Feb-10	SCC	e-mail	Response re fly posting in the North		04-Mar-10		<b>2</b>
19-Feb-10	Resident	letter	Old Red Lion Grenoside		04-Mar-10		<b>3</b>
19-Feb-10	SCC	e-mail	Roadworks Report 741		04-Mar-10		<b>4</b>
22-Feb-10	SCC	letter	Modification Order Skew Hill		04-Mar-10		<b>5</b>
26-Feb-10	SCC	e-mail	Roadworks Report Issue 742		04-Mar-10		<b>6</b>
01-Mar-10	SCC	letter	Modification of Definitive map Top Side to Bower Lane		04-Mar-10		<b>7</b>
02-Mar-10	SCC	letter	Appeal 09/03159 - 1 Greno View Road		04-Mar-10		<b>8</b>
02-Mar-10	Resident	e-mail	09/00865 Cowley Lane query re application		04-Mar-10		<b>9</b>
04-Mar-10	SCC	Letter	Proposed closure of Bridge Inn Road		04-Mar-10		<b>10</b>
04-Mar-10	Planning Inspectorate	Letter	Appeal decision re G. Fisher Transport Green Lane		04-Mar-10		<b>11</b>
04-Mar-10	SCC Conservation Department	e-mail	Salutation Inn, Wortley Road, High Green		04-Mar-10		<b>12</b>

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT  
COMMITTEE MEETING HELD 16<sup>TH</sup> MARCH 2010**

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

Apologies were received from Cllrs Mr C Taylor and Mr J Jones and the reasons for absence were approved by the Committee.

MINUTE	ACTION
<p><b><u>MINUTE NO.129.</u></b>  <b><u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u></b>            There were none received.</p>	
<p><b><u>MINUTE NO.130.</u></b>  <b><u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COMMITTEE ON ITEMS TO BE DISCUSSED AT THIS MEETING.</u></b>            Cllr Dr J C Bowden declared an interest in planning application 10/00537 Topside Farm, 13 Top Side and did not speak thereon.</p>	
<p><b><u>MINUTE NO.131.</u></b>  <b><u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u></b>            There were none identified.</p>	
<p><b><u>MINUTE NO.132.</u></b>  <b><u>PLANNING PROPOSALS FOR CONSIDERATION</u></b>  <b><u>(Appendix A)</u></b>  <b><u>10/00537/FUL – Top Side Farm, 13 Top Side, Sheffield S35 8RD</u></b>            The Planning Committee considered the above application, having received four objections, with a total of nine objections to the proposed development on the City Council website. Several members of the public attended the meeting to raise their concerns. The Committee decided to support the residents' objections on the following grounds:-            § The proposed development falls within the Grenoside Conservation Area.            § The proposed development site is on Green Belt land.            § The safety aspect of road users – increased traffic emerging from Top Side into Stephen Lane – the junction has limited sight lines to approaching traffic.            § Overbearing development, which would harm the character and appearance of the Conservation Area.            § Loss of privacy to neighbouring properties.</p>	

<p>The Committee requested that the Clerk write to the Head of Planning at Sheffield City Council requesting that a site visit be made to assess the impact of the proposed development on neighbouring properties.</p>	<p>Clerk to write to the Head of Planning at Sheffield City Council supporting residents' objections and also request that a site visit be made.</p>
<p><b><u>MINUTE NO.133.</u></b>  <b><u>LICENCE APPLICATIONS</u></b>  There were none received.</p>	
<p><b><u>MINUTE NO. 134</u></b>  <b><u>SALUTATION INN, WORTLEY ROAD, HIGH GREEN</u></b>  To consider information from the Conservation Department regarding listed buildings. Following consideration of the information on the English Heritage website the Committee requested that the Clerk write to Mr Mel Jones, local historian, to enquire about any information he might have to enable the Parish Council to get the building listed. Information regarding the links to the English Heritage website have already been sent to the Parishioner who brought this item to the attention of the Committee.</p>	<p>Clerk to write to Mr Mel Jones regarding the history of the Salutation Inn.</p>
<p><b><u>MINUTE NO.135.</u></b>  <b><u>CORRESPONDENCE (Appendix B)</u></b>  Items requiring a reply or response.  There were no items requiring a response.</p> <p>The Committee were informed that the planning application 09/03648/FUL Millcorn House, 39 Wortley Road, High Green had been granted conditionally.</p>	

PLANNING LIST – 16 MARCH 2010						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
10/00486 15-Mar-10	FUL	P JESSOP Rec. 26.2.10	8 UPPER LEY COURT, SHEFFIELD S35 1AJ TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	16-Mar-10
10/00502 16-Mar-10	FUL	P JESSOP Rec. 26.2.10	17 PARK CRESCENT, ECCLESFIELD SHEFFIELD S35 9XX TWO STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	16-Mar-10
10/00537 19-Mar-10	FUL	M YOUNG Rec. 4.3.10	TOP SIDE FARM, 13 TOP SIDE, SHEFFIELD S35 8RD ERECTION OF A DWELLINGHOUSE AND GARAGE	N/CONSULTED FOUR OBJS RECV NINE IN TOTAL ON SCC WEBSITE	SUPPORT RESIDENTS OBJS - CONSERVATION AREA, GREEN BELT LAND, LOSS OF PRIVACY, TRAFFIC	16-Mar-10

PLANNING CORRESPONDENCE – 16 MARCH 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
04-Mar-10	Conservation Dept SCC	e-mail	Salutation Inn Wortley Road		16-Mar-10		1
08-Mar-10	Resident (34)	letter	10/00467/FUL at 33 Hesley Grove		16-Mar-10		2
08-Mar-10	Resident (23)	email	Problems re development 21 Merbeck Drive		16-Mar-10		3
08-Mar-10	Licensing Dept	e-mail	Taxis in Chapeltown		16-Mar-10		4
08-Mar-10	Resident	e-mail	Salutation Inn Wortley Road		16-Mar-10		5
09-Mar-10	Resident	letter	Obj re 10/00356/FUL 35 Stephen Drive		16-Mar-10		6
09-Mar-10	Resident	letter	Obj re 10/00356/FUL 35 Stephen Drive		16-Mar-10		7
09-Mar-10	Resident	e-mail	Obj re 10/00537/FUL Top Side Farm		16-Mar-10		8
09-Mar-10	Cllr Pepper	e-mail	Obj 10/00537/FUL Top Side Farm		16-Mar-10		9
09-Mar-10	Resident	letter	Obj re 10/00537/FUL Top Side Farm		16-Mar-10		10
12-Mar-10	Resident	letter	Obj 10/00537 Topside Farm, Grenoside		16-Mar-10		11
15-Mar-10	Grenoside Conservation Society	e-mail	Obj 10/00537 Topside Farm Grenoside		16-Mar-10		12
10-Mar-10	NCA	e-mail	NCA meeting 17 March 2010		16-Mar-10		13
12-Mar-10	SCC	e-mail	Roadworks Report 744		16-Mar-10		14
12-Mar-10	SCC	e-mail	Chapelton Park Masterplan Consultation		16-Mar-10		15
12-Mar-10	Sheffield Tara	poster	Annual Meeting 17 March 2010		16-Mar-10		16

**MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING**  
**HELD 18<sup>th</sup> MARCH 2010**

**Present:** Chairman: Cllr Mr N Garratt  
**Councillors:** Mr H House, Ms V M Bowden, Dr J C Bowden as substitute for Cllr Hooper, Mr G Weatherall, Mrs D Fearnley, Mr C Taylor, Mr S Bower

Apologies for absence were received from Cllr Mr A Hooper and the reason for absence was approved by the committee.

MINUTE	ACTION
<p><b><u>MINUTE NO.110.</u></b>  <b><u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FORMS FROM MEMBERS</u></b>            There were none received.</p>	
<p><b><u>MINUTE NO.111.</u></b>  <b><u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS ON ITEMS TO BE DISCUSSED AT THIS MEETING</u></b>            There were none received.</p> <p>The Clerk told the meeting that there may be training for all councillors on the standards to which they have to adhere as members of the Parish Council. The Clerk reported that he had made enquiries and Cllr Hooper was to progress these enquiries for a presentation to be made to all Parish Councillors perhaps at the June council meeting.</p>	<p>Cllr Hooper to progress this point</p>
<p><b><u>MINUTE NO.112.</u></b>  <b><u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u></b>            There were none identified.</p>	
<p><b><u>MINUTE NO.113.</u></b>  <b><u>FINANCIAL REPORTS</u></b>            The Clerk's reports were received by the meeting.</p>	
<p><b><u>MINUTE NO.114.</u></b>  <b><u>APPLICATION FOR FINANCIAL ASSISTANCE</u></b></p> <p><b><u>114.1. High Green Scout Group</u></b>            Two members of the scout group attended the meeting and gave details of the need for financial assistance towards the purchase of a mess tent, benches and towards the costs of obtaining planning permission for a new building which they were hoping to erect on the site. Members noted the numbers of Beavers, Cubs and Scouts attending the centre and it was confirmed that the</p>	

<p>105<sup>th</sup> Sheffield Scout Group had been established for 90 years. Members agreed that financial assistance should be given in response to this request.</p> <p><b><u>RECOMMENDED UNANIMOUSLY</u></b>  <b>(Proposed by Cllr Mr N Garratt</b>  <b>Seconded by Cllr Mr G Weatherall)</b>  That a grant of £3,000 be made in response to the request.</p>	<p>Cheque to be released on confirmation by Council</p>
<p><b><u>MINUTE NO.115.</u></b>  <b><u>EXAMINATION OF FINANCIAL TRANSACTIONS</u></b>  The Chairman examined the recent transactions.</p>	
<p><b><u>MINUTE NO.116.</u></b>  <b><u>REVIEW OF FIDELITY INSURANCE COVER</u></b>  The Clerk reported that this was presently at a level of £200,000 which as far as the external auditors reports were concerned, was adequate for the level of transactions undertaken and balances held by the Parish Council. It was agreed that the fidelity insurance remain at the present level.</p>	
<p><b><u>MINUTE NO.117.</u></b>  <b><u>REVIEW OF COUNCIL STANDING ORDERS</u></b>  Members considered the suggested amendments to the draft Standing Orders provided by NALC and it was agreed that they be suitably amended and placed on the secure area of the Parish Council website in order to be accessible to all members.</p>	
<p><b><u>MINUTE NO.118.</u></b>  <b><u>REVIEW OF FINANCIAL REGULATIONS</u></b>  Members considered the suggested amendments to the Financial Regulations and it was agreed that they be suitably amended and placed on the secure area of the Parish Council website in order to be accessible to all members.</p>	
<p><b><u>MINUTE NO.119.</u></b>  <b><u>REVIEW OF INTERNAL AUDIT</u></b>  The Clerk reported on the NALC check list used by the Council's internal auditor in order to satisfy herself that the council's accounts and legal and financial procedures were statutorily correct. Members received this report and agreed to review the internal audit later in the year after the next interim audit had been carried out.</p>	
<p><b><u>MINUTE NO.120.</u></b>  <b><u>REVIEW OF THE COUNCIL'S RISK ASSESSMENT</u></b>  Members considered the suggested amendments to the Risk Assessment and it was agreed that they be suitably amended and placed on the secure area of the Parish Council website in order to be accessible to all members.</p>	

<p><b><u>MINUTE NO.121.</u></b>  <b><u>REVIEW OF THE COUNCIL'S HEALTH AND SAFETY PROCEDURES</u></b>          Members considered the suggested amendments to the Health and Safety Procedures and it was agreed that they be suitably amended and placed on the secure area of the Parish Council website in order to be accessible to all members.</p>	
<p><b><u>MINUTE NO.122.</u></b>  <b><u>REVIEW OF PREMISES HIRE CHARGES AND TERMS OF HIRE</u></b>          The Clerk reported that these had been amended last year.  <b><u>RESOLVED</u></b>  <b>(Proposed by Cllr Mr C Taylor</b>  <b>Seconded by Cllr Mr N Garratt)</b>           That the current hire charges and terms of hire be adhered to for the forthcoming period.</p>	
<p><b><u>MINUTE NO.123.</u></b>  <b><u>REVIEW OF THE COUNCIL'S GENERAL INSURANCE COVER INCLUDING ASSETS INSURANCE</u></b>          The Clerk reported on the policy with Zurich Municipal and the amendments which were required. It was agreed that members would periodically examine a selection of the council's assets to ensure that these were suitably insured.</p>	<p>Memorial Stone already covered by council's insurers</p>
<p><b><u>MINUTE NO.124.</u></b>  <b><u>FREEDOM OF INFORMATION ACT 2008 MODEL PUBLICATION SCHEME</u></b>          The Clerk reported that the scheme exhibited on the council's website and in the offices was the up to date version and did not require amendment. This advice was accepted by the meeting.</p>	
<p><b><u>MINUTE NO.125.</u></b>  <b><u>ADMINISTRATION OFFICER – HOURS OF WORK RE: SUPERANNUATION SCHEME</u></b>          The Clerk reported on the Admin. Officer's hours of work. The situation is, that it could be preferable in the long term for the lump sum and superannuation benefits, for the Admin. Officer to reduce her weekly hours from 30 to 29. As the effect of this was an unknown factor the Admin. Officer had applied to the SYPA for a calculation of the possible difference between her working 30 hours and 29 hours for the remainder of her service with the Parish Council. The meeting noted that any decision on hours would be taken by the Admin. Officer being in possession of the full facts.</p>	

**MINUTE NO.126.**

**CORRESPONDENCE**

Items requiring a reply or response

**Ecclesfield Park & Pavilion Group**

It was agreed to request Ms Simpson to complete the necessary application for financial assistance

Cllr Garratt handed a draft of the lettering for the proposed plaque for the memorial garden to Cllr House. This is to be discussed between them. The Clerk reported that the cost of an unfixed brass plaque would be £60-£70.

Letter to be sent

FINANCE CORRESPONDENCE – 18 MARCH 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
26-Feb-10	South Yorkshire Pensions	letter	Payment of employees and employers contributions	04-Mar-10		18-Mar-10	1
01-Mar-10	Ecclesfield Parish Church	letter	Response re breakdown of costs	04-Mar-10		18-Mar-10	2
02-Mar-10	Ecclesfield Gala Committee	letter	Response re breakdown of costs	04-Mar-10		18-Mar-10	3
05-Mar-10	High Green Scout Troop	application	Application for financial assistance			18-Mar-10	4
05-Mar-10	Westwood Training Ltd	letter	Response re breakdown of costs			18-Mar-10	5
08-Mar-10	Ecc Park & Pav Group	e-mail	Request for further funding			18-Mar-10	6
08-Mar-10	Ecc Park & Pav Group	e-mail	Thank you letter for grant			18-Mar-10	7
10-Mar-10	NALC	e-mail	DIS extra subscription			18-Mar-10	8
10-Mar-10	LGE	e-mail	Subscription renewal			18-Mar-10	9
11-Mar-10	One Stop Managed Waste	letter	Landfill tax Escalator			18-Mar-10	10
15-Mar-10	Ernest Fox House Social Club	letter	Confirmation of attendance at Finance meeting			18-Mar-10	11
15-Mar-10	Ecclesfield Parish Church	letter	Thank you for grant			18-Mar-10	12
15-Mar-10	LGE	letter	Subscription Renewal Reminder			18-Mar-10	13