

To all Members of the Parish Council**SUMMONS**

23 December 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 6 January 2011.

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 7 December 2010 (Pgs: 1-5 & Appendix A)
5. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 7 December 2010 (Pg: 9 & Appends A & B)
6. To approve the Minutes of the Finance & Premises Committee meeting held 9 December 2010 (Pgs: 12-15 & Appendix A) and to approve the recommendations contained therein.
7. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 14 December 2010 (Pgs: 17-18 & Appends A & B)
8. To approve the Minutes of the Staffing Sub-Committee meeting held 14 December 2010 (Pg: 21)

9. To approve a verbal report from the Environmental Planning & Employment Committee meeting held 6 January 2011
10. **NORTHERN COMMUNITY ASSEMBLY**
Items to be considered at the Northern Assembly and Parishes Partner Panel meeting on 28 January 2011.
11. **FOREST GARDENING IN SCHOOLS - ECCLESFIELD**
To consider the report received from Tim Shortland following his presentation to the Finance Committee on the 9 December 2010, and also to consider the level of financial support towards the project.
12. **CORRESPONDENCE** – Items requiring a decision or response
13. **ACCOUNTS** – To approve the accounts presented for payment
14. **LOCAL EVENTS**

Yours faithfully,

Mrs V Sivalingam

Mrs Viji Sivalingam
Clerk to the Council

MINUTES OF THE PARISH COUNCIL MEETING
HELD 7th DECEMBER 2010

Present: Chairman: Cllr Mr N Garratt
Councillors: Mr G Oxley, Mr H House, Mrs D Fearnley, Ms V M Bowden,
Mr D E Pepper

Apologies for absence were received from Cllrs Mrs J H Wright, Mr J Jones, Mr C Taylor, Dr J C Bowden, Mr G Weatherall, Mrs K Granger and Mr A Hooper and the reasons for absence were approved by the Council.

Prior to the start of the meeting Tim Shortland from the Parks and Countryside Department attended to inform the Council of the work that he has been carrying out in local schools in the Northern Community Assembly area. In 2011 he is going to be working with children at Ecclesfield Comprehensive and Angram Bank Schools to create forest gardens. He stated that it is a good educational experience for the children to learn about the effect of planting on the environment. He stated that the Northern Community Assembly have given £5,000 towards the project and he asked if the Parish Council would also be willing to financially support the project. The item will be placed on the Finance Agenda for January and Tim Shortland will provide the Council with a report on his project prior to the date of the meeting so that this can then be considered further.

MINUTE	ACTION
<p><u>MINUTE NO.133.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO.134.</u> <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> There were none received.</p>	
<p><u>MINUTE NO.135.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.136.</u> <u>TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 4TH NOVEMBER 2010</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr D E Pepper) That the minutes be approved as a correct record.</p>	

<p><u>MINUTE NO.137.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 4TH NOVEMBER 2010</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr G Oxley) That the minutes be approved as a correct record.</p>	
<p><u>MINUTE NO.138.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 16TH NOVEMBER 2010</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr H House) That the minutes be approved as a correct record.</p>	
<p><u>MINUTE NO.139.</u> <u>TO APPROVE THE MINUTES OF THE STAFFING SUB COMMITTEE MEETING HELD 16TH NOVEMBER 2010</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr N Garratt Seconded by Cllr Mr G Oxley) That the minutes be approved as a correct record.</p>	
<p><u>MINUTE NO.140.</u> <u>TO APPROVE THE MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING HELD 18TH NOVEMBER 2010 AND TO APPROVE THE RECOMMENDATIONS CONTAINED THEREIN</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Ms V M Bowden Seconded by Cllr Mr N Garratt) That the minutes be approved as a correct record.</p>	
<p><u>MINUTE NO.141.</u> <u>TO RECEIVE A VERBAL REPORT FROM THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD ON THE 7th DECEMBER 2010</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr N Garratt) That the report be received.</p>	
<p><u>MINUTE NO.142.</u> <u>NORTHERN COMMUNITY ASSEMBLY</u> <u>Items to be considered at the Northern Community Assembly and Parishes Partner Panel</u> Councillor Mr H House reported on the last meeting of the Parish Panel held at Stocksbridge on the 5 November 2010. Items discussed at the meeting were:-</p>	

<ul style="list-style-type: none"> Ø Local listing of buildings and structures – John Stonard had attended from the Urban Design and Conservation Team at Sheffield City Council to update members on the formation of a local listing of buildings and structures in Sheffield. Public are to be invited to submit nominations, which match criteria based on best practice – submissions are to be invited by the end of December. Ø Planning enforcement. Ø Winter maintenance funding, grit bins and using local farmers to clear the snow in Bradfield and Stocksbridge. Cllr Mr G Oxley requested that the Clerk write to Sheffield City Council to see what percentage of salt is in the grit used by the Council on the roads and paths. Ø Virtual to Reality Project – Active Regen – consideration to be given to a joint approach by the three Parish Councils providing funding for a programme of virtual sports and physical challenges to groups who are at risk of creating anti social behaviour. 	<p>Clerk to write to Sheffield City Council re salting of the roads.</p>
<p><u>MINUTE NO.143.</u> <u>THORNCLIFFE PARK MASTERPLAN</u> Update by Cllr Mr H House – he had attended a meeting on the 10 November 2010. Darren Ward from the Northern Community Assembly had given a verbal report on the issues, which had arisen since the last meeting. Issues discussed were:-</p> <ul style="list-style-type: none"> Ø Lease and licence agreement Ø Highways signage Ø Perimeter fencing and Ø Keys for the tennis and bowling area <p>Alan Williams gave the group an update on the process for the appointment of consultants and circulated the proposed timetable.</p> <p>The date of the next meeting is Wednesday 15 December 2010 at 6.30pm.</p>	
<p><u>MINUTE NO. 144.</u> <u>CORRESPONDENCE</u> Items requiring a reply or response:-</p> <ul style="list-style-type: none"> Ø Security Camera - The Clerk informed members that the Police security camera to be funded by the Parish Council would be stationed in the Chapelton Club car park. Members requested that the Clerk write to Inspector Mouzer to clarify what happens if Councillors feel there are other areas within the parish that require utilisation of the camera, and also the cost of moving the camera around the parish. Ø Parish Council car park – The Clerk updated members on a further quote received from ISG for work to be carried out in the car park. This item will be discussed further at the next Finance meeting. 	<p>Clerk to write to Inspector Mouzer for clarification.</p>

<p>Ø Sale of freeholds at Cupola Lane – Clerk reported that she had received an e-mail from the solicitor that this is now nearing conclusion and should be completed within the next few weeks.</p> <p>Ø David Chadwick building – Clerk reported on a further offer received for the property, this item is still ongoing.</p>	
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MINUTE NO.145.

ACCOUNTS

RESOLVED UNANIMOUSLY

(Proposed by Cllr Mr N Garratt

Seconded by Cllr Ms V Bowden)

That the following accounts be approved for payment:

Payable To	Amount	Payment Details	Payment made under
Shield Estates	£258.50	Energy Performance Certificate	LG Act 1972 s111
Lights4fun Ltd	£227.95	Christmas lights for Chapeltown	LG Act 1972 s111
Campaign to Protect Rural England	£29.00	CPRE Membership Renewal	LG Act 1972 s111
British Gas	£155.61	Gas supply council offices	LG Act 1972 s111
St Thomas More RC Primary School	£328.10	Schools Christmas grant	LG Act 1972 s145
Hi Point Scaffolding	£83.27	Hire of fence panels 1/10 - 31/10	LG Act 1972 s111
The Royal British Legion	£68.00	4 Remembrance Wreaths	LG Act 1972 s111
Windmill Hill Primary School	£484.50	Schools Christmas grant	LG Act 1972 s145
High Green Primary School	£350.20	Schools Christmas grant	LG Act 1972 s145
St Mary's RC Primary School	£323.00	Schools Christmas grant	LG Act 1972 s145
Lound Junior School	£414.80	Schools Christmas grant	LG Act 1972 s145
Grenoside Primary School	£496.40	Schools Christmas grant	LG Act 1972 s145
Greengate Lane Primary School	£324.70	Schools Christmas grant	LG Act 1972 s145
Ecclesfield Primary School	£635.80	Schools Christmas grant	LG Act 1972 s145
Coit Primary School	£328.10	Schools Christmas grant	LG Act 1972 s145
Angram Bank Primary School	£462.40	Schools Christmas grant	LG Act 1972 s145
Lound Infant School	£255.00	Schools Christmas grant	LG Act 1972 s145
Roy Smith Garden Services	£87.00	Grass cutting and Memorial Garden	LG Act 1972 s111
N Power	£230.76	Electric supply Council offices	LG Act 1972 s111
N Power	£72.87	Electric supply community room	LG Act 1972 s111
Limini Coffee	£37.70	Coffee and cream	LG Act 1972 s111
SLCC	£135.00	Membership subscription	LG Act 1972 s111
Ricoh	£18.35	Photocopying charges	LG Act 1972 s111
D & J Brittain Ltd	£117.50	Electrical work Millennium Gardens	LG Act 1972 s111
D & J Brittain Ltd	£223.25	Repairs to lights and sockets	LG Act 1972 s111
BOS Office Supplies	£116.18	Stationery supplies	LG Act 1972 s111

Payable To	Amount	Payment Details	Payment made under
AOL	£20.48	Internet fee – direct debit	LG Act 1972 s111
Hi Point Scaffolding	£80.58	Hire of fence panels 1.11.10 to 30.11.10	LG Act 1972 s111
SCC	£491.00	NNDR	LG Act 1972 s111
Ecclesfield Park Companions	£600.00	Grant	LG Act 1972 s145
Ecclesfield Park Bowling Club Juniors	£800.00	Grant	LG (Miscellaneous Provisions) Act 1976 s19

MINUTE NO.146.**LOCAL EVENTS**

Councillors had attended various events in the parish and reported back on these and also events that were due to happen in the near future:-

- Ø Remembrance Day Services around the Parish had been attended by the majority of Councillors.
- Ø Parish Panel meeting
- Ø You Choose Event at Grenoside School
- Ø You Choose Event at Newton Hall
- Ø Thorncliffe Sports Group meeting
- Ø Chapeltown in Bloom meeting
- Ø School grants – the Chairman of the Parish Council had been visiting all the local schools in the area to give out the grant cheques for Christmas festivities.
- Ø Lighting of the Christmas tree in Chapeltown.
- Ø Meeting with Sheffield City Council re precinct planting
- Ø Thriving District Local Centres meeting – Town Hall Sheffield
- Ø Friday 10 December - Chapeltown Silver Prize Band Concert – the Chairman is to present an award in recognition of the many years that this group has been running.
- Ø 40's Afternoon Tea Dance at the Miners Welfare in High Green organised by High Hopes.
- Ø 6 December - Carol concert at Grenoside Community Centre.
- Ø Black Bull and Old Harrow Carol concerts – Councillor Ms V Bowden informed the Council that a calendar has been published by the Grenoside Sword Dancers to commemorate the Cecil Sharp Centenary Year, at a cost of £5.00 each with funds raised to be given to Macmillan Cancer Support. Copies are available from Cllr Bowden.
- Ø Cllr Mr G Oxley reported that there is to be a new memorial in the City Centre for servicemen killed since the 2nd World War. Funds are in place so this should be in place in 2011.
- Ø Cllr Mr G Oxley reported that the Friends of Chapeltown Park Group had been successful in obtaining the funding for the new playground in Chapeltown Park. This should be ready by August 2011.

COUNCIL CORRESPONDENCE – 7 DECEMBER 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
05-Nov-10	NCA	email	Newsletter Autumn 2010	02-Dec-10			1
08-Nov-10	Cllrs Oxley and Bower	e-mail	Re Parish Council Election 2011	02-Dec-10			2
08-Nov-10	Rural Action Yorkshire	e-mail	Conference and AGM	02-Dec-10			3
08-Nov-10	Sustainable Communities	e-mail	Sustainable Communities Act	02-Dec-10			4
08-Nov-10	Rural Yorkshire	e-mail	The Big Society Booking form	02-Dec-10			5
08-Nov-10	NCA	e-mail	Agenda and notes Ecc & Greno Safety Group	02-Dec-10			6
08-Nov-10	Paces Campus	e-mail	Social Media Surgery at Paces	02-Dec-10			7
08-Nov-10	Rural Action Yorkshire	letter	Accounts and agenda	02-Dec-10			8
08-Nov-10	Census Area Manager	e-mail	Census 2011	02-Dec-10			9
12-Nov-10	Activity Sheffield	e-mail	Adventure Playgrounds to Yoga	02-Dec-10			10
12-Nov-10	Cllr Hooper	e-mail	Re Digital Story re Grenoside Singers	02-Dec-10			11
15-Nov-10	Community Projects Officer	e-mail	Thornccliffe Recreation Ground Masterplan brief	02-Dec-10			12
15-Nov-10	NALC	e-mail	DIS Extra issue 747	02-Dec-10			13
15-Nov-10	SCC	letter	Public report of all external spend	02-Dec-10		18-Nov-10	14
16-Nov-10	Community Projects Officer	e-mail	Update re Thornccliffe Masterplan	02-Dec-10		18-Nov-10	15
16-Nov-10	Macmillan Cancer Care	e-mail	Thank you for money	02-Dec-10			16
16-Nov-10	Tim Shortland Parks and Countryside	e-mail	Fruit growing in schools in NCA	02-Dec-10			17
17-Nov-10	NCA	e-mail	Provider Innovation Fund	02-Dec-10		18-Nov-10	18
17-Nov-10	Cllr Hooper	e-mail	Re: Community Policing and Remembrance	02-Dec-10			19
17-Nov-10	Peak District National Park	e-mail	Village Officer e-brief	02-Dec-10			20
18-Nov-10	East Peak Partnership	e-mail	EPIP e-brief	02-Dec-10			21
18-Nov-10	Cllr Bowden	e-mail	Response re Provider Innovation Fund	02-Dec-10		18-Nov-10	22
18-Nov-10	South Yorkshire Transport	letter	Christmas and New Year bus and tram services	02-Dec-10			23
18-Nov-10	Friends of Chapelton Park	e-mail	Carol Concert 15 December	02-Dec-10			24

COUNCIL CORRESPONDENCE – 7 DECEMBER 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
18-Nov-10	Campaign to protect Rural England	e-mail	E-newsletter	02-Dec-10			25
19-Nov-10	Irwin Mitchells	e-mail	Sale of freehold Cupola Lane update	02-Dec-10			26
19-Nov-10	Richard Godley	e-mail	Grenoside Reading Room open days	02-Dec-10			27
19-Nov-10	Rural Action Yorkshire	e-mail	AGM and Conference	02-Dec-10			28
19-Nov-10	NCA	e-mail	Notes of High Green Community Safety mtg	02-Dec-10			29
22-Nov-10	Gatty Memorial Trustees	e-mail	Further information as requested re grant	02-Dec-10			30
22-Nov-10	Sage Instant Payroll	e-mail	Instant Payroll Newsletter	02-Dec-10			31
22-Nov-10	Campaign to Protect Rural England	e-mail	Newsletter December 2010	02-Dec-10			32
22-Nov-10	Paces Campus	e-mail	Paces update	02-Dec-10			33
22-Nov-10	YLCA	e-mail	White Rose Update	02-Dec-10			34
22-Nov-10	South Yorkshire Fire & Rescue	e-mail	South Yorkshire Fire and Rescue News	02-Dec-10			35
23-Nov-10	Peak District National Park	e-mail	Rural villages network December 2010	02-Dec-10			36
23-Nov-10	YLCA	e-mail	E-bulletin for County Associations	02-Dec-10			37
24-Nov-10	Coterie Gallery	e-mail	Victorian Christmas markets	02-Dec-10			38
25-Nov-10	St Mark's Church	booklet	Grenoside News	02-Dec-10			39
26-Nov-10	SCC	e-mail	Parks n Play Ecclesfield Park	02-Dec-10			40
26-Nov-10	Burncross Action Team	e-mail	Newsletter	02-Dec-10			41
26-Nov-10	NALC	e-mail	DIS Extra 748	02-Dec-10			42
29-Nov-10	Chapelton Silver Prize Band	poster	Christmas Concert	02-Dec-10			43
29-Nov-10	Lound Infant School	letter	Thank you for Christmas grant	02-Dec-10		09-Dec-10	44
29-Nov-10	SCC	e-mail	Sheffield Environment weeks	02-Dec-10			45
29-Nov-10	Inspector Mouzer	e-mail	Mocam camera	02-Dec-10			46
29-Nov-10	YLCA	e-mail	S137 Expenditure increase	02-Dec-10			47
30-Nov-10	NCA	e-mail	Innovation Fund application	02-Dec-10			48

COUNCIL CORRESPONDENCE – 7 DECEMBER 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
1 Dec 10	NCA	e-mail	Partner Panel e-brief	7 Dec 10			49
2 Dec 10	ISG Construction	Quote	2 nd quote for work to Parish Council car park	7 Dec 10		9 Dec 10	50
3 Dec 10	Friends of Chapelton & H/Green Parks	e-mail	Community Carol Sing Chapelton Park	7 Dec 10			51
3 Dec 10	Peak District National Park	e-mail	Rural Matters	7 Dec 10			52
3 Dec 10	NCA	e-mail	Making local food work	7 Dec 10			53
3 Dec 10	Macmillan Cancer Support	e-mail	Re coffee morning	7 Dec 10			54
6 Dec 10	Irwin Mitchell	e-mail	Sale of land at Cupola Lane	7 Dec 10		9 Dec 10	55
6 Dec 10	SLCC	e-mail	Practitioners Conference	7 Dec 10			56

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT
COMMITTEE MEETING HELD 7th DECEMBER 2010**

Present: Chairman: Mrs D Fearnley
Councillors: Mr N Garratt, Ms V M Bowden as substitute for
 Cllr Dr J C Bowden

Apologies were received from Cllrs Mrs J H Wright, Dr J C Bowden, Mrs K Granger, Mr J Jones and the reasons for absence were approved by the Council.

MINUTE	ACTION
<p><u>MINUTE NO.86.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO. 87.</u> <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> There were none received.</p>	
<p><u>MINUTE NO.88.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.89.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u></p> <p><u>10/03674 Lound Junior School – Mafeking Place, Sheffield</u> One objection had been received to the above planning application, however the Committee felt unable to support the objection as they thought it would be good to encourage the children to use bikes as a mode of transport to get to school and facilities are being provided for storage of their bikes.</p>	<p>Clerk to respond to resident re comments.</p>
<p><u>MINUTE NO.90.</u> <u>LICENCE APPLICATIONS</u> There were none received.</p>	
<p><u>MINUTE NO. 91.</u> <u>CORRESPONDENCE (Appendix B)</u> Items requiring a reply or response. <u>Item 3 – Re development at 80 Greengate Lane</u> Members noted the correspondence received regarding the above development. Members requested that a copy of the letter be sent to the Planning Department with a request that the issues raised are fully addressed.</p>	<p>Clerk to write to HOP at SCC regarding response to residents.</p>

PLANNING LIST 7 DECEMBER 2010						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
10/03640 30-Nov-10	FUL	F KHALIL KHAN Rec. 11.11.10	THE BARREL INN, 191 LANE END, SHEFFIELD S35 2UL REMODELLING OF FRONT ENTRANCE WITH NEW ACCESS RAMP, TERRACE, STEPS, CANOPIES AND ROOF; NEW GATE AND LIGHTING TO CAR PARK; NEW BOUNDARY FENCE AND PROVISION OF SCREENED AREA FOR EXTERNAL FRIDGE/FREEZER UNIT TO REAR OF PROPERTY	N/CONSULTED	NO OBJECTION	07-Dec-10
10/03488 30-Nov-10	FUL	P JESSOP Rec. 11.11.10	16 WHARFEDALE DRIVE, CHAPELTOWN, SHEFFIELD TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE INCLUDING GARAGE	N/CONSULTED	NO OBJECTION	07-Dec-10
10/03536 02-Dec-10	FUL	V FAULKNER Rec. 15.11.10	5 MARKET PLACE, CHAPELTOWN, SHEFFIELD ALTERATIONS TO FRONT ELEVATION	N/CONSULTED	NO OBJECTION	07-Dec-10
10/035462 03-Dec-10	FUL	J ATHERTON Rec. 17.11.10	105TH SHEFFIELD (HIGH GREEN) SCOUT GROUP, SCOUT HALL, PACK HORSE LANE, SHEFFIELD S35 3HY ERECTION OF NEW SCOUT HUT TO REPLACE EXISTING	N/CONSULTED	NO OBJECTION	07-Dec-10
10/03674 09-Dec-10	RG3	F KHALIL KHAN Rec. 22.11.10	LOUND JUNIOR SCHOOL, MAFEKING PLACE, SHEFFIELD PROVISION OF A CYCLE SHELTER	N/CONSULTED	NO OBJECTION	07-Dec-10
10/03762 13-Dec-10	FUL	P JESSOP Rec. 25.11.10	96 MACKENZIE CRESCENT, BURNCROSS, SHEFFIELD TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	07-Dec-10
10/03687 13-Dec-10	FUL	J ATHERTON Rec. 25.11.10	REAR OF THE SALUTATION INN, 170 WORTLEY ROAD HIGH GREEN, SHEFFIELD S35 4LX ERECTION OF 6 DWELLINGHOUSES AND PROVISION OF CAR PARKING SPACES	N/CONSULTED	NO OBJECTION	07-Dec-10

PLANNING CORRESPONDENCE – 7 DECEMBER 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
19-Nov-10	SCC	e-mail	Roadworks Report 780		07-Dec-10		1
25-Nov-10	SCC	e-mail	Roadworks Report 780A Attercliffe Common		07-Dec-10		2
25-Nov-10	Resident	letter	Re development at 80 Greengate Lane		07-Dec-10		3
26-Nov-10	SCC	e-mail	Roadworks Report 781		07-Dec-10		4
30 Nov 10	Resident	e-mail	Objection re cycle shelter Lound Junior School		07-Dec-10		5
3 Dec 10	SCC	e-mail	Roadworks Report 782		07-Dec-10		6
7 Dec 10	Resident	e-mail	Objection re flats on Cowley Lane		07-Dec-10		7

MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING
HELD 9th DECEMBER 2010

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

Apologies for absence were received from Cllrs Mr D E Pepper, Mr S Bower & Mr J Jones and the reasons for absence were approved by the committee

MINUTE	ACTION
<p><u>MINUTE NO.69.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FORMS FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO.70.</u> <u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS ON ITEMS TO BE DISCUSSED AT THIS MEETING</u> There were none received.</p>	
<p><u>MINUTE NO.71.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.72.</u> <u>FINANCIAL REPORTS</u> The Clerk's reports were received.</p>	
<p><u>MINUTE NO.73.</u> <u>APPLICATION FOR FINANCIAL ASSISTANCE</u> There were no applications for financial assistance.</p>	
<p><u>MINUTE NO.74.</u> <u>TO RECEIVE AN UPDATE ON CHAPELTOWN BATHS AND THE HIGH GREEN DEVELOPMENT TRUST</u> Duncan Walker and Kevin Kinnetti attended the meeting to give an update on a feasibility study that they had commissioned from Montgomery Leisure who are also doing a feasibility study for the High Green Development Trust. This is not yet finalised but should be ready by February/March 2011.</p> <p>The Chairman of the Parish Council Mr N Garratt reminded Mr Walker that the Parish Council are the trustees of Chapelton Baths and therefore should have been made aware of their plans before entering into the feasibility study jointly with the High Green Development Trust. Mr Walker acknowledged this and agreed to keep the Parish Council updated with progress.</p>	

<p>Mr Walker informed the Committee that refurbishment is being carried out at Chapelton Baths over the Christmas period when the baths are closed.</p>	
<p><u>MINUTE NO.75.</u> <u>EXAMINATION OF FINANCIAL TRANSACTIONS</u> The financial records were presented for examination by the Clerk and the Chairman of Finance and the Chairman of the Council signed the Imprest Account sheets.</p>	
<p><u>MINUTE NO.76.</u> <u>TO CONSIDER THE USE OF THE COMMUNITY ROOM BY HARMONY MUSIC SCHOOL</u> The Committee considered the use of the Community Room by the Harmony Music School since further information had come to light regarding the business status of the group. Consideration was given to the implications that it may have on the insurance aspect of the Community Room, if they are allowed to continue using the room. It was agreed that the use by the group be suspended until further information had been received from the YLCA with regard to businesses using Parish Council premises.</p>	<p>Clerk to write to the Music Group regarding the suspension.</p> <p>Clerk to write to YLCA regarding the use of Parish Council premises by a business.</p> <p>Clerk to write to Zurich Insurance Company regarding business rates of insurance.</p>
<p><u>MINUTE NO.77.</u> <u>TO RECONSIDER THE QUOTATION RECEIVED FOR WORK TO BE CARRIED OUT TO THE PARISH COUNCIL CAR PARK</u> The Committee considered the detailed quote received from ISG which, had greatly increased since their original quote. The Committee were unable to exceed the amount originally agreed of £1,500, especially in the current financial climate and therefore it was agreed:- <u>RECOMMENDED UNANIMOUSLY</u> (Proposed by Cllr Mr N Garratt Seconded by Cllr Mr G Oxley) That the Parish Council abandon the installation of car parking barriers as the cost is too high, and that the Clerk send out letters to the residents of neighbouring properties, the school and churches regarding the problems of parking caused to staff and councillors when attending the offices. Cllr Mr N Garratt requested that a quote be sought from Rockingham Trophies for additional signs to be erected for each parking bay.</p>	<p>Clerk to write to ISG to inform them of the decision.</p> <p>Clerk to write to neighbouring properties, school and churches.</p> <p>Clerk to obtain a quote for the signs.</p>
<p><u>MINUTE NO.78.</u> <u>TO RECOMMEND A BUDGET FOR THE FINANCIAL YEAR 2011/2012</u> <u>RECOMMENDED UNANIMOUSLY</u> (Proposed by Cllr Ms V M Bowden Seconded by Cllr Mrs D Fearnley) That the following budget be recommended to the Council for the forthcoming year:-</p>	

Admin/Printing/Stationery etc.	£20,000.00	
Grants	£60,000.00	
Staffing Costs	£55,000.00	
Premises Costs	£ 9,000.00	
Loan Repayments (fixed amount)	£ 2,000.00	
Courses/training	£ 1,950.00	
Chairman's allowance	£ 800.00	
Contingencies/By-election	£ 5,000.00	
General election	£18,000.00	
Miscellaneous	£ 2,000.00	
Community Liaison Function	£ 7,000.00	
Special Projects	£10,000.00	
TOTAL EXPENDITURE	£190,750.00	
<u>Less</u>		
Estimated balances at 31 st March 2011	£ 50,000.00	
Estimated income 2011/2012	£ 1,000.00	
	£ 51,000.00	
Amount required for 2011/2012	£139,750.00	
PRECEPT TO BE LEVIED	£139,750.00	
THIS REPRESENTS A STANDSTILL PRECEPT		
<u>MINUTE NO.79.</u>		
<u>TO RECOMMEND A PRECEPT TO BE LEVIED FOR THE</u>		
<u>FINANCIAL YEAR 2011/2012</u>		
<u>RECOMMENDED UNANIMOUSLY</u>		
(Proposed by Cllr Mr N Garratt		
Seconded by Cllr Mr C Taylor)		
That a precept in the sum of £139,750.00 be levied and that this amount be requested in two equal parts in April and September 2011 respectively.		
<u>MINUTE NO.80.</u>		
<u>TO FINALISE THE CONTENT AND FORMAT OF THE</u>		
<u>STATUTORY ANNUAL LEAFLET TO BE ISSUED WITH THE</u>		
<u>COUNCIL TAX BILLS</u>		
<u>RECOMMENDED UNANIMOUSLY</u>		
(Proposed by Cllr Mr C Taylor		
Seconded by Cllr Mrs D Fearnley)		
That the minor amendments made by members be corrected and that the final document be presented for approval at the next Parish Council meeting in January 2011.		

MINUTE NO.81.

CORRESPONDENCE (Appendix A)

Items requiring a reply or response:-

Tree at the David Chadwick Centre -

At the request of the Clerk, Sheffield City Council have submitted a report on the tree situated outside the David Chadwick Centre.

The Committee requested that the Clerk write to Sheffield City Council asking them to explain the report in a simpler, clearer format so that it can be more easily understood.

FINANCE CORRESPONDENCE – 9 DECEMBER 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
29-Nov-10	Lound Infant School	letter	Thank you for Christmas grant	07-Dec-10		09-Dec-10	1
02-Dec-10	ISG Construction	letter	Quote for car park work	07-Dec-10		09-Dec-10	2
06-Dec-10	Irwin Mitchell	e-mail	Sale of land at Cupola Lane	07-Dec-10		09-Dec-10	3
08-Dec-10	SCC Landscape Planning Officer	e-mail	Response re tree at David Chadwick Centre	06-Jan-11		09-Dec-10	4
09-Dec-10	Internal Auditor	letter	Internal Audit report and invoice			09-Dec-10	5

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT
COMMITTEE MEETING HELD 14th DECEMBER 2010**

Present: Chairman: Dr J C Bowden
Councillors: Mr N Garratt, Mrs K Granger, Mr J Jones, Mrs D Fearnley,
 Ms V M Bowden acted as substitute for Cllr Mrs J Wright

Apologies were received from Cllrs Mrs J H Wright and the reason for absence was approved by the Council.

MINUTE	ACTION
<p><u>MINUTE NO.92.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO. 93.</u> <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> There were none received.</p>	
<p><u>MINUTE NO.94.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.95.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u> <u>10/03823 – 19 Drover Close, Sheffield S35 3FF</u> One objection had been received by the Committee to the above planning application and the residents also attended the meeting to voice their concerns. The Committee support their objections on the following grounds:-</p> <ul style="list-style-type: none"> Ø Over development of the site – the proposed application is to be built on land, which previously formed part of the garden to 80 Greengate Lane. Ø Insufficient access for emergency vehicles and domestic refuse vehicles to the property. Ø Loss of privacy to neighbouring properties. Ø The effect on wildlife in the area as large established trees have already been removed from the site. <p>The Committee requested that the Clerk write to the Head of Planning at Sheffield City Council to request a site visit, and also to request that the decision be made by the Planning Board rather than a delegated officer.</p>	<p>Clerk to write to the HOP at SCC supporting objection</p>

<p><u>09/00865 – Land between 54 and 64 Cowley Lane, Sheffield</u> One objection had been received by the Committee to the above planning application but there were many objections on the City Council website. Two residents attended the meeting to voice their concerns and the Committee support the residents' objections on the following grounds:-</p> <ul style="list-style-type: none"> Ø Part of the proposed development is encroaching onto land owned by a neighbouring property – this is wrongly identified on the application. Ø Access from the proposed development onto Cowley Lane would be hazardous as it is a narrow main road into Chapeltown with vehicles queuing as they approach the roundabout. Ø The neighbouring properties have previously been flooded on several occasions. Ø Concerns were highlighted regarding inadequate parking provision within the development for 20 apartments. Ø Overbearing development, which is not in keeping with surrounding properties. Ø Overloading of the main sewer serving surrounding properties. <p>The Committee requested that the Clerk write to the Head of Planning at Sheffield City Council to request a site visit, and also to request that the decision be made by the Planning Board rather than a delegated officer.</p>	<p>Clerk to write to the HOP at SCC supporting objection</p>
<p><u>MINUTE NO.96.</u> <u>LICENCE APPLICATIONS</u> There were none received.</p>	
<p><u>MINUTE NO. 97.</u> <u>CORRESPONDENCE (Appendix B)</u> Items requiring a reply or response.</p> <p><u>Item 4 – Planning application 10/03687 – Land to the rear of the Salutation Inn, Wortley Road</u> The above planning application was considered by the Committee at their meeting on the 7 December 2010, to which no objections had been received. One objection arrived following the meeting and the Committee requested that the Clerk send this to the Head of Planning at Sheffield City Council with the request that the comments with regard to loss of light are taken into account when making their decision.</p>	<p>Clerk to write to HOP at SCC with request that comments are taken into account</p>

PLANNING LIST 14 DECEMBER 2010						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
09/00865 16-Dec-10	FUL	J ATHERTON Rec. 1.12.10	LAND BETWEEN 54 AND 64 COWLEY LANE, SHEFFIELD ERECTION OF 20 APARTMENTS IN 3/4 STOREY BLOCKS WITH ACCESS ROAD, LANDSCAPING AND ASSOCIATED CAR PARKING (RE-SUBMISSION OF 08/1752/FUL)	N/CONSULTED OBJ REC	SUPPORT OBJS VARIOUS CONCERNS	14-Dec-10
10/03823 20-Dec-10	FUL	P JESSOP Rec. 6.12.10	19 DROVER CLOSE, SHEFFIELD S35 3FF SIDE EXTENSION TO DWELLINGHOUSE TO FORM GARAGE AND CONSERVATORY	N/CONSULTED OBJ REC	SUPPORT OBJS VARIOUS CONCERNS	14-Dec-10

PLANNING CORRESPONDENCE – 14 DECEMBER 2010							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
08-Dec-10	Streetforce	e-mail	Response re gritting of roads		14-Dec-10		1
09-Dec-10	Resident	letter	Obj re 54-64 Cowley Lane		14-Dec-10		2
10-Dec-10	Resident	e-mail	Obj re 19 Drover Close		14-Dec-10		3
13-Dec-10	Resident	e-mail	Objection re 10/03687 rear of Salutation Inn		14-Dec-10		4

MINUTES OF THE STAFFING SUB COMMITTEE MEETING HELD
14TH DECEMBER 2010

Present: Chairman: Dr J C Bowden
Councillors: Ms V M Bowden, Mrs D Fearnley, Mr N Garratt, Mr J Jones

Apologies for absence were received from Cllr Mr C Taylor

MINUTES	ACTION
<p><u>MINUTE NO.7.</u> <u>PROBATIONARY PERIOD</u> To agree the format of the contract of the Clerk. The Chairman is still waiting for a response from YLCA for advice on the suggested contract. He is also waiting to hear whether the probationary period can be extended to compensate for any annual leave taken.</p>	<p>Chairman to contact YLCA again.</p>
<p><u>MINUTE NO. 8.</u> <u>TO RECEIVE AN UPDATE FROM THE CHAIRMAN OF THE STAFFING SUB COMMITTEE</u> (Proposed by Cllr Ms V M Bowden Seconded by Cllr Mrs D Fearnley) That the Chairman of the Sub-Committee act as line manager/mentor to the Clerk (as suggested by the YLCA) and arrange regular mini-appraisals and report back to the Sub-Committee as appropriate.</p>	