

**ALVELEY AND ROMSLEY PARISH COUNCIL
NEAR BRIDGNORTH, SHROPSHIRE
Chairman Pam Barker**

David Rawlinson

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**43 Church View Gardens
Kinver
Stourbridge
DY7 6EE**

1st September 2020

Dear Councillor

You are hereby summoned to attend the next meeting of the Parish Council to be held on Tuesday 8th September 2020 at 7.45pm, preceded by an Open Forum at 7.30pm. This will be a 'Zoom' meeting in accordance with the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020.

Yours sincerely

DRawlinson

David Rawlinson

Clerk to the Council

AGENDA

1. OPEN FORUM
2. TO RECEIVE APOLOGIES FOR ABSENCE.
An apology has been tendered by Cllr. Mrs. J. M. Hall (personal)
3. TO RECEIVE DECLARATIONS OF ANY PECUNIARY/PREJUDICIAL INTEREST.
4. TO CONFIRM THE MINUTES OF:
 - (i) THE MONTHLY MEETING HELD ON TUESDAY 7TH JULY 2020.
 - (ii) THE EXTRAORDINARY MEETING OF THE PLANNING COMMITTEE ON TUESDAY 11TH AUGUST 2020.
5. TO CONSIDER URGENT PARISH MATTERS – written reports to be provided in advance to the Clerk.
6. VACANCIES FOR PARISH COUNCILLORS - report by Clerk
7. PARISH COUNCIL APPOINTMENTS –
 - (a) CHARITABLE TRUSTS –
 - (i) Alveley Charities – Cllr. Stanton represents the Parish Council on this Trust but there is a vacancy for another representative

(ii) Whittall Meadows Trust – there is a vacancy following the resignation of Cllr. Jakeman.

(b) PLANNING COMMITTEE CHAIRMAN – this position is vacant following the resignation of Cllr. Jakeman.

(c) BRIDGNORTH AND SHIFNAL AREA COMMITTEE – there is a need to appoint two new representatives who are 'Zoom capable' following the resignation of Cllr. Mrs. Preece and to replace the Chairman of Council.

8. TO RECEIVE DETAILS OF PLANNING APPLICATIONS AND DECISIONS.

1. Planning Applications -

Council to note or make recommendations to Shropshire Council.

20/03213/FUL Conversion of part of building to 1no. live/work unit, Stables at Applecross House, Alveley, WV15 6NB.

20/03340/FUL Change of use of traditional barns to 4 dwellings to include demolition of steel framed buildings, replacement structures and creation of amenity space, construction of garages/stores and installation of private treatment plant, Astley Farm, Alveley, WV15 6ER

2. Planning Decisions received from Shropshire Council.

20/02180/FUL & 20/02181/LBC Erection of single-storey side extension, Spring Cottage, 142 Tuckhill, Six Ashes.

Parish Council recommendation – Approve, Decision – Approve.

20/02581/FUL Erection of a single-storey rear extension, 4 Hazelgrove, Alveley, WV15 6JW.

Parish Council recommendation – Approve, Decision – Approve.

3. Planning Applications received from Shropshire Council since the Agenda closed - Council to make recommendations to Shropshire Council.

4. Planning Decisions received from Shropshire Council since the Agenda closed
To note.

5. Other planning matters –

Planning application numbers 18/01358/FUL and 20/02135/DIS, Central Garage Kidderminster Road Alveley WV15 6LL – update.

9. CONSULTATION ON PLANNING REFORM AND LOCAL PLANS - report attached.

10. POLICE AND CRIME COMMISSIONER'S TOWN AND PARISH COUNCIL SURVEY 2020 – copy of survey attached.

11. REPORT FROM SHROPSHIRE COUNCILLOR
(Chairman to suspend Standing Orders)
12. PARISH COUNCIL NEWSLETTER – to consider timetable and arrangements for Autumn edition.
13. TO RECEIVE A FINANCIAL REPORT – attached.
14. ITEMS FOR FUTURE MEETINGS
Vacancies of Parish Councillors
Parish Council newsletter
Footpaths and Rights of Way Officer
Rubbish and litter collection
Climate emergency
15. TO CONFIRM THE DATES OF FUTURE MEETINGS.
The next meeting of Alveley and Romsley Parish Council will be the monthly Parish Council meeting for October. This was due to be held on Tuesday 6th October 2020 in the Arden Centre Alveley. However, the Clerk has requested that the date be moved back one week to Tuesday 13th October. The format/venue of this meeting also needs to be considered.

To: Cllr. Ms. P. M. Barker (Chairman), Cllr. Mr. K. R. Stanton, (Vice Chairman),
Cllr. Mrs. J. M. Hall, Cllr. Mr. R. J. Narburgh, Cllr. Mr. C. D. Noble, Cllr. Mrs. S. L. Potter, Cllr. Mr. B. A. Punchard and Cllr. Mr. F. D. Voysey

Cc. Cllr. Mrs. T. Woodward

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Minutes of the monthly meeting of the Parish Council held on Tuesday 7th July 2020, including an Open Forum, commencing at 7.30pm. This was a remote meeting using 'Zoom' software in accordance with the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020.

001. PRESENT

Cllr. Ms. P. M. Barker (Chairman), Cllr. Mr. K. R. Stanton (Vice-chairman), Cllr. Miss I. D. Jakeman, Cllr. Mr. R. J. Narburgh, Cllr. Mr. C. D. Noble, Cllr. Mrs. S. L. Potter, Cllr. Mr. B.A. Punchard and Cllr. Mr. F. D. Voysey.

002. IN ATTENDANCE

Mr. D. H. Rawlinson (Clerk) and Cllr. Mrs. T. Woodward (Shropshire Councillor) and one resident.

003. OPEN FORUM

No matters were raised.

004. APOLOGIES FOR ABSENCE

It **was resolved** to accept apologies for absence from Cllr. Mrs. J. M. Hall (personal) and Cllr. Mrs. A. Preece (work).

005. DECLARATIONS OF PECUNIARY INTEREST

Cllr. Ms. Barker declared a pecuniary interest in agenda item 8 – Grant application Alveley Tennis Club.

006. MINUTES OF THE MONTHLY MEETING HELD ON TUESDAY 3RD MARCH 2020.

A motion proposed by Cllr. Punchard and seconded by Cllr. Voysey that the minutes of the meeting held on 3rd March 2020 were a true and accurate record was carried unanimously.

007. URGENT PARISH MATTERS

None were raised.

008. CORONAVIRUS - ARRANGEMENTS FOR PARISH COUNCIL MEETINGS AND OTHER COUNCIL BUSINESS

The Clerk introduced his report and highlighted the proposal at paragraph 3.3 that the draft Scheme of Delegation should be amended to increase the spending limits in paragraphs 5. And 6. from £500 to £1,000. The following motion was proposed by Cllr. Voysey and seconded by Cllr. Mrs. Potter –

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- (i) to **note** the flexibility in the conduct of Parish Council meetings provided by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020;
- (ii) to **endorse** the Clerk's decisions in response to these Regulations, namely:
 - a. To cancel the monthly Parish Council scheduled for 7th April, the Alveley Parish meeting on 23rd April, and the Annual Parish Council meeting on 12th May 2020.
 - b. That the Chairman and Vice-chairman should remain in post until the next Annual Parish Council meeting in May 2021.
 - c. That the composition and terms of reference of Committees, and appointments to other bodies, should remain the same until the next Annual Parish Council meeting.
 - d. That the Chairman's annual allowance for 2020/21 should be paid.
- (iii) to **approve** the updated Scheme of Delegation appended to the report, with the limits at paragraphs 5. and 6. increased from £500 to £1,000.

This motion was **carried** unanimously.

009. ANNUAL ACCOUNTS 2019/20

- (a) Budget outturn 2019/20 – the Clerk presented the statement, advised of a minor amendment to the figures and highlighted the overall balance of £61,349 at 31st March 2020. The statement was **received**.
- (b) Internal Audit Report – the letter from the Internal Auditor dated 13th May 2020 was **received**. The clear and positive findings were **noted** and the Clerk was instructed to write to Mrs Hackett, thanking her for her work.
- (c) Governance and Accountability Return 2019/20 -
 - 1. Section 1 – the Annual Governance Statement 2019/20 was considered and a proposal by Cllr. Voysey, seconded by Cllr. Jakeman, to answer 'yes' to each of the individual statements was **agreed**. The completed statement was then **approved** for signature by the Chairman and Clerk.
 - 2. Section 2 – the Accounting Statements 2019/20 were received. The Clerk indicated his readiness to sign the statement as Responsible Financial Officer. A motion to **approve** the statement for signature by the Chairman was proposed by Cllr. Voysey, seconded by the Vice-chairman and **carried unanimously**.
 - 3. The statement setting out the Dates of the Period for the Exercise of Public Rights was received and **approved**.

Cllr. Ms. Barker withdrew from the meeting.

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010. GRANT APPLICATION – ALVELEY TENNIS CLUB

After consideration of the application from Alveley Tennis Club, a motion to **approve** a grant of £580 to pay for tree surgery work on the conifer trees surrounding the tennis courts was proposed by the Vice-chairman, seconded by Cllr. Narburgh and **carried** unanimously.

011. TO RECEIVE DETAILS OF PLANNING APPLICATIONS AND DECISIONS.

Cllr. Ms. Barker rejoined the meeting.

1. Members considered the schedule of planning applications and decisions since the March meeting for some of which the Clerk had submitted comments on behalf of the Parish Council and **agreed** to note.

2. Planning Applications received since 5th June 2020 -
Council to note or make recommendations to Shropshire Council.

20/02151/CPE Application for a Lawful Development Certificate for existing caravan park, Hampton Loade Park Homes, Hampton Loade, Bridgnorth, WV15 6HN (for information only).

The application was **noted**.

20/02180/FUL & 20/02181/LBC Erection of single-storey side extension, Spring Cottage, 142 Tuckhill, Six Ashes.

Following a brief discussion, a proposal by the Vice-chairman, seconded by Cllr. Mrs. Potter, that the Parish Council should recommend approval, was **carried**.

20/02199/FUL Conversion of existing barn to create a dwelling and associated works; erection of an ancillary outbuilding following demolition of workshop and agricultural building, Agricultural building at Little London Farm, Alveley.

The Clerk reported that the applicants had sought pre-application advice from Shropshire Council. He referred to a letter from the Planning Officer which set out the key criteria on which the application would be judged and a range of conditions which would need to be met if the application is to be successful. After discussion, the Vice-chairman **proposed** that the Parish Council should support the application as long as these conditions were met in full; this was seconded by Cllr. Jakeman and **carried** unanimously.

20/02135/DIS Discharge of Conditions 3 (Site Investigation/contamination) 4 (Construction Method Statement) 5 (Surface and Foul Water) 6 (Arboricultural

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Method Statement/Tree Protection) 8 (Road junction/internal layout/footways) 9 (Pedestrian Refuges) 11 (ECW Report) 12 (Landscaping Scheme) 13 (Landscaping Management Plan) 14 (Bat/Bird Boxes) 15 (External Lighting) and 16 (Materials) associated with planning application number 18/01358/FUL, Central Garage Kidderminster Road Alveley WV15 6LL.

The Clerk explained that the Parish Council has not been asked to comment at this stage but referred to the significant information attached to the application which Members might find informative. Cllr. Jakeman expressed concern that the purpose of the application seemed to be to avoid conditions which were imposed for good reasons, and suggested that detailed consideration by the Parish Council would be appropriate. After discussion, it was **agreed** to include this application on the agenda for the next Parish Council meeting.

3. Planning Decisions received from Shropshire Council since 19th June 2020 – deferred to item 5.

4. Planning Applications received from Shropshire Council since the Agenda closed

20/02581/FUL Erection of a single-storey rear extension, 4 Hazelgrove, Alveley, WV15 6JW.

Members were shown the block diagram in respect of this application. Cllr. Voysey observed that the proposed extension was small and unobtrusive. He proposed that the Parish Council should recommend approval. This was seconded by Cllr. Jakeman and **agreed** unanimously.

5. Planning Decisions received from Shropshire Council since the Agenda closed – the following were noted:

20/01375/FUL Erection of agricultural building for the storage of tractors and other agricultural implements, Hartsgreen Farm, Romsley.

Parish Council recommendation - Approve. Decision – Withdrawn.

20/01872/FUL Upgrade existing brick garage to fall in line with the main property, including rendering to match. Along with replacement of existing windows, gutters and fascias, to fit new PV solar panels to south elevation of roof, 73 Dye Lane, Fenn Green, WV15 6HY.

Parish Council recommendation – Approve. Decision – Approve.

6. Other planning matters - none.

012. FINANCIAL REPORT

The Parish Council considered the Clerk's report and:

- (a) **resolved** to endorse the payments listed at Annex A and **noted** that two or more Councillors would be required to check and initial the relevant cheque stubs and vouchers at a future Parish Council meeting;
- (b) considered the further schedule of payments and cheques presented to the meeting. The Vice-chairman advised that the invoice from Eon Energy Solutions covered the final stage of the Street Lighting Replacement Programme. He noted that the 6-yearly inspection of street lights was pending and advised that future spending would depend on the outcome of that inspection. The schedule was then **approved**.
- (c) were advised by the Chairman that urgent repairs to the Play Area furniture had been completed and that an invoice for just under £180 would be submitted in the near future. The Vice-chairman proposed that payment be authorised; this was seconded by Cllr. Voysey and **agreed** unanimously.
- (d) **agreed** to waive Financial Regulation 6.6 so that routine invoices can be approved and cheques signed by two Councillors in advance of the next monthly meeting on 8th September 2020;
- (e) **Noted** the details of receipts to 30th June 2020 in the current financial year;
- (f) **Noted** the bank balances and bank reconciliation at 22nd June 2020.
- (g) **Noted** the agreed reduction in the Clerk's hours of work from 70 to 47 hours per month (a reduction of one-third) in May and June 2020, and the consequential reduction in monthly salary. Cllr. Voysey then proposed that the Clerk's hours of work should be returned to normal from 1st July 2020. This was seconded by the Chairman and **agreed** unanimously.
- (h) **Noted** the payments of one-off grant support of £1,000 to Alveley Medical Practice and to Alveley First Responders to mitigate the financial impact of the Coronavirus pandemic.

Some Members raised concerns that the consultation with individual Councillors about these proposed payments had been rushed and that there had been no real opportunity to discuss the detail or consider alternatives.

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The Chairman indicated that she and the Vice-chairman had spent some time exploring options and that there was a degree of urgency. She indicated that the payments had been supported by a majority of Councillors and considered that they were in line with the Scheme of Delegation. This was challenged by Cllr. Voysey and the Clerk accepted that, when the payments were made, the delegated authority was not formally in place. Cllr. Noble also sought to clarify the Chairman's reference to 'support by a majority of Councillors'; he considered that all Councillors supported the payments in principle, including those who had raised legitimate concerns about the process.

The Clerk accepted full responsibility for the process, but assured Members that his motivation had been to enable the Parish Council to 'make a difference' in the current emergency. He confirmed that actual and anticipated savings would be sufficient to cover this additional spending.

013. TO CONFIRM THE DATES OF FUTURE MEETINGS.

The Parish Council **confirmed** the proposed dates of future meetings submitted by the Clerk.

The next meeting of Alveley and Romsley Parish Council will be the monthly Parish Council meeting on Tuesday 8th September 2020. This will take place in the Arden Centre Alveley, if permitted by Coronavirus restrictions. Otherwise the meeting will be held remotely, using 'Zoom' software.

There was discussion about how and when a decision about the format of the next meeting would be made. It was accepted that further changes in Government regulations and guidance could be expected before September. It was also accepted that the Parish Council should remain cautious and that individual Councillors should have the opportunity for the time being to attend remotely if they wished to do so. Members **agreed** a proposal by the Vice-chairman, seconded by Cllr. Voysey, that the Clerk should plan for a normal meeting, but with discretion to change the arrangements, if required, up to a week in advance of the meeting date

014. ITEMS FOR FUTURE AGENDAS (brought forward from minutes of 3rd March 2020)

Vacancy for Parish Councillor
Footpaths and Rights of Way Officer
Rubbish and litter collection
Climate emergency

The meeting closed at 20.30.

The Chairman thanked everyone for their attendance.

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Minutes of the extraordinary meeting of the Planning Committee held on Tuesday 11th August 2020, including an Open Forum, commencing at 7.30pm. This was a remote meeting using 'Zoom' software in accordance with the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020.

014. PRESENT

Cllr. Ms. P. M. Barker (Chairman of Parish Council), Cllr. Mr. K. R. Stanton (Vice-chairman of Parish Council), Cllr. Mrs. J. M. Hall, Cllr. Mr. R. J. Narburgh, Cllr. Mr. C. D. Noble, Cllr. Mrs. S. L. Potter, Cllr. Mrs. A. Preece and Cllr. Mr. F. D. Voysey.

015. IN ATTENDANCE

Mr. D. H. Rawlinson (Clerk) and Cllr. Mrs. T. Woodward (Shropshire Councillor) and two residents. One other resident joined the meeting at 7.55pm.

016. ELECTION OF CHAIRMAN

Cllr. Ms. Barker reported that Cllr. Miss Jakeman, the Planning Committee Chairman, had resigned from the Parish Council. She proposed that Cllr. Voysey be appointed Chairman of the Planning Committee. This was seconded by Cllr. Stanton and was carried unanimously. Cllr. Voysey took the chair.

017. OPEN FORUM

The Chairman reminded Committee members that if anyone has previously made comments in the public domain on the merits of Planning Application 20/02669/FUL, they should not participate in the forthcoming discussion or vote. He also confirmed that he would allow Committee members to ask questions of any member of the public who chose to speak, but not to express an opinion in Open Forum on what has been said.

The Chairman went on to review the recent history of planning applications for the site adjacent to the Round House at Fenn Green. He explained that two applications in 2011 had been rejected by the Planning Authority but that an appeal against the second refusal had been upheld by a Planning Inspector. He noted that there had been significant local opposition to these applications. The process was then halted because the then Secretary of State 'called in' this, along with a number of other similar planning applications, leading to a long-running legal case. In the meantime, the original applicant had passed away and the current application was in the name of his widow.

Thomas Finney, the son-in-law, of the applicant spoke briefly to assure the Committee that the application was intended to provide permanent accommodation for the Roberts family only. He emphasised the family's links with the village given

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that they have now been in residence for several years and that Mr. Roberts, the original applicant, is buried in the village.

018. APOLOGIES FOR ABSENCE

It **was resolved** to accept an apology for absence from Cllr. Mr. B. A. Punchard (work).

019. DECLARATIONS OF PECUNIARY INTEREST

None

020. URGENT PLANNING MATTERS.

The Clerk confirmed the receipt of a White Paper, Planning for the Future, and a government consultation document 'Changes to the Planning System', details of which had been emailed to all Councillors. He advised that the closing date for comments on the latter document is 1st October and, on the White Paper, is 29th October. He indicated that these documents would be on the agenda for the next monthly meeting of the Parish Council on 8th September, but suggested that a further meeting of the Planning Committee might be required after that date to scrutinise the proposals in details. This was **noted**.

The Chairman referred to a small stone structure in the car park of the 'Squirrel' public house. He suggested that this is of historical interest and may be listed as it was used in the past by horse users, and suggested that there should be some inspection/approval of work that has recently been carried out on it. Cllr. Noble advised that the structure had been damaged by a car several months ago. The Chairman agreed to suspend Standing Orders to allow Cllr. Mrs. Woodward to speak. She confirmed that the structure is within the curtilage of a listed building, and she offered to refer the matter to the Conservation Officers at Shropshire Council so that they could check on the position when next in the area. The Chairman accepted this offer and thanked Cllr. Mrs. Woodward.

021. TO RECEIVE DETAILS OF A PLANNING APPLICATION.

20/02669/FUL Retrospective Application under Section 73A of the Town and Country Planning Act 1990 for use of land as a travellers' caravan site comprising 3 in number caravans, land adjacent to the Round House, Fenn Green, Alveley.

1. There was a lengthy debate during which the following points were made:

- (a) A suggestion that the application could be regarded as infill development, which would be consistent with the Parish Council requirements;

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- (b) A recognition that there has been no expansion to the site or influx of other travelling families;
 - (c) The clear evidence that the long period of uncertainty regarding this site has largely been due to delays and poor decisions on the part of central government;
 - (d) A degree of concern about the Regulatory Services report indicating evidence of contamination, including asbestos fibres, on parts of the site; some members noted that this evidence had first been presented in 2011 but did not seem to have been dealt with; they considered that an urgent further investigation and remediation strategy should be required as a condition of any approval, both to protect the Roberts family and other nearby residents. One member suggested that any approval should be temporary for three years, to ensure that this and any other conditions had been met.
 - (e) The probability that there are no other local sites to which the Roberts family could move if the application is refused; raising the possibility that the family would be made homeless.
2. At 7.55pm Cllr. Mrs. Potter left the meeting for personal reasons, and another resident joined the meeting. The Chairman explained that the Open Forum had concluded but, given the importance of the matters being discussed, he agreed to suspend Standing Orders to allow the resident to speak. The resident made clear his objection to this application. He noted that it was a development in the Green Belt which had been rejected twice in the past. If approved, it would set a precedent for further inappropriate developments in the Green Belt.
3. After further discussion, Cllr. Stanton proposed the following motion:
‘The Parish Council supports the application for a permanent establishment of no more than three residential caravans on this site, subject to a requirement for immediate testing of any area where groundworks are required to confirm that the ground is free from contamination.’
This motion was seconded by Cllr. Ms. Barker and was approved by five votes to two.
4. The Chairman undertook to ensure that the concerns about contamination which had been raised would be fully reflected in the minutes. He also reminded the meeting that the Parish Council has no authority to determine this application, and can only make recommendations to the Planning Authority.

The meeting closed at 20.27.

The Chairman thanked everyone for their attendance.

VACANCIES FOR PARISH COUNCILLORS

1. **Purpose**

- 1.1 To report the actions that have been taken following the resignation of Councillors Miss Isley Jakeman and Mrs. Angela Preece.
- 1.2 To put in place a procedure for filling some or all of the current vacancies by co-option.

2. **Background**

- 2.1 Councillor Jakeman resigned on 11th August 2020. A 'Notice of Vacancy' was published by the Clerk on 13th August and expires on Wednesday 2nd September. Cllr. Mrs. Preece resigned on 19th August. A 'Notice of Vacancy' was published on 24th August and expires on Monday 14th September. The Clerk will then be notified by Shropshire Council Electoral Services whether an election must be held. If not, the Parish Council should proceed to co-opt a person to fill the vacancy.
- 2.2 Councillors will note that the vacancy caused by the resignation of Cllr. Mr. P. D. Thompson in January 2020 has not yet been filled. This means that, by the time of this meeting, there will probably be two vacancies that can be filled by co-option.
- 2.3 The Clerk has recently received two applications for co-option. They are from:

James Taylor of The Oak Barn, Romsley Lane, Romsley and
Bertram Richards of Townsend Farm Bungalow, Alveley.

Both individuals have been sent information about the work of a Parish Councillor, including the Council's Code of Conduct and the 'Good Councillor's Guide' published by NALC. Both have also been advised that, if co-opted at this time, their term of office will end in May 2021. At present, Mr. Richards cannot communicate on-line or attend a 'virtual' meeting.

3. **Proposed Action**

- 3.1 The Clerk has invited Mr. Taylor to join this meeting and his application form is attached.
- 3.2 Mr. Richards has been advised that it should be possible to consider his application at the October meeting of the Parish Council (which will if possible be 'face-to-face').

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REPORT BY CLERK OF COUNCIL

- 3.3 The Clerk will report the outcome of the 'Notice of Vacancy' in respect of Miss Jakeman to this meeting.
- 3.4 The Parish Council will consider Mr. Taylor's application at this meeting. The procedure will be as follows:
- A motion to co-opt Mr. Taylor will be proposed and seconded.
 - Mr. Taylor will be invited to address the meeting.
 - Councillors will have the opportunity to question Mr. Taylor.
 - A vote will be taken on the motion to co-opt.
 - If carried, Mr. Taylor will make a Declaration of Acceptance of Office at the October meeting of the Parish Council.
- 3.5 At the October meeting of the Parish Council, Mr. Richard's application will be considered (subject to the outcome of the Notices of Vacancy which expire on 3rd September and 14th September).
- 3.6 At the October meeting, the Council will decide whether to advertise for co-option any vacancies that remain unfilled, having regard to the imminence of Parish Council elections in May 2021.

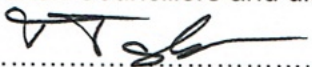
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APPLICATION FOR CO-OPTION TO THE ABOVE COUNCIL TO FILL A CASUAL VACANCY FOR A COUNCILLOR

Please complete this form and return it to the Clerk by Friday 4th September 2020.

Clerk: David Rawlinson Address: 43 Church View Gardens, Kinver, Stourbridge, DY7 6EE

If successful, you will be required to complete an entry in the Parish Council's Register of Members' interests. This public entry will contain your address, employment, relevant major shareholdings and membership of charities, pressure groups, political parties etc .

Full name of candidate	Mr First name James Other names Robert Surname Taylor
Address of candidate	The Oak Barn Romsley Lane Romsley Shropshire WV15 6HW
Are you over 18 years of age? If not, please give your date of birth	Yes
In order for your eligibility to be confirmed, please tick any of the following that apply to you (it is not necessary for you to tick all these statements; any one will do)	<ol style="list-style-type: none">1. I am a registered elector for Alveley and Romsley Parish.2. I have lived in the Parish or within 3miles/4.8kms of the Parish boundary (as the crow flies) for at least 12 months.3. My main place of business is based in the Parish.4. I own property within the Parish. All of the above apply
Please indicate in no more than 200 words why you would like to join the Parish Council. If you are already active in the community, please indicate in what capacity. If you have particular experience and/or expertise that you think will be useful in the role of Parish Councillor, please give details.	I am a local resident who owns and operates an IT business of 24 staff from the parish. Within the business, we always try to recruit local people as a first choice and I am keen to get more involved in the community which I think this would be a good way to do that I have no previous parish council experience but hope I can offer local viewpoint, a balanced view from experience gained being a business owner for over 15 years as well as a resident, as well as technology inputs where appropriate in the ever more digital age
Signed Date	I wish to be considered for co-option to the Parish Council. I am not aware of any disqualification to my serving as a Councillor. I consent to the above information being disclosed to Parish Councillors and discussed at a public meeting.  17/8/20

PARISH COUNCIL 8TH SEPTEMBER 2020

Agenda item 9

PLANNING –

(a) PROPOSED NATIONAL REFORMS AND SHORT-TERM CHANGES

(b) SHROPSHIRE'S DRAFT HOUSING STRATEGY AND DRAFT LOCAL PLAN

1. Purposes

- 1.1 To highlight the key aspects and possible implications of Government proposals set out in the White Paper 'Planning for the Future' and the consultation document 'Changes to the Current Planning System'.
- 1.2 To note Shropshire's draft Housing Strategy and the latest version of its draft Local Plan.
- 1.3 To consider a Parish Council response to the consultation processes which are now underway.

2. Background

- 2.1 Since 2010 the Government has introduced a number of planning changes. As a result, most planning authorities now have local plans, the extent of neighbourhood planning has grown, and planning permissions for new homes has increased. However, the current Government wants to go further in order to "deliver the housing people need because happier, more rooted communities bring our country together".
- 2.2 The Planning for the Future White Paper sets out plans to undertake a fundamental reform of the planning system. In the meantime, a separate consultation document proposes shorter-term measures to improve the effectiveness of the current system. Details were circulated to Councillors on 10th and 11th August.
- 2.3 Consultation on the White Paper extends to 29th October 2020, but there is a shorter consultation period for the consultation document which ends on 1st October 2020. The National Association of Local Councils (NALC) is seeking to co-ordinate the responses of local councils with a focus on the questions put forward in each document – 26 in the case of the White Paper and over 30 in the case of the consultation document. However, NALC requires feedback by 17th September on the consultation document and 15th October on the White Paper.
- 2.4 Local Plans are an essential part of the national planning framework. Another round of consultation is now underway in respect of Shropshire's draft Local Plan which will cover the period until 2038, and has been based on current national regulations and guidance. Details were circulated to Councillors on 17th August. The consultation period ends on 30th September.

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- 2.5 Details of Shropshire's draft Housing Strategy were also circulated to Councillors on 17th August. The formal consultation process runs until the 16th September 2020. The consultation responses will then be analysed and a revised version of the Strategy considered by Shropshire Council's Cabinet. The final strategy will be supported by a detailed action plan outlining short-, medium- and long-term actions.
- 2.6 The above consultation exercises deal with different aspects of the local and national framework which governs housing, commercial and infrastructure development. They cannot each be considered in isolation, as is clear from the following commentary.

3. **White Paper – 'Planning for the Future'**

- 3.1 This document covers a package of proposals for reform of the planning system in England, covering plan-making, development management, development contributions, and other related policy proposals.
- 3.2 Given the scope and length of the document, the Clerk has attempted to reduce it to 'manageable' proportions by providing an Appendix A with verbatim extracts from the White Paper. Some of these have been highlighted as of especially interest. The choice of these extracts and the decisions on which to highlight have been made solely by the Clerk and may not necessarily be helpful to all Councillors.
- 3.3 The Parish Council will need to decide whether and in what way it wishes to engage in the consultation process which is now underway. One approach would be to address some or all of the 26 questions raised in the White Paper itself; these form the basis of NALC's draft submission.

4. **Consultation document 'Changes to the Current Planning System'**

- 4.1 Pending the fundamental reform of the planning system proposed in the White Paper 'Planning for the Future' White Paper, this document seeks to improve the effectiveness of the current system.
- 4.2 The four main proposals are:
- changes to the standard method for assessing local housing need;
 - securing of First Homes, sold at a discount to market price for first time buyers, including key workers, through developer contributions in the short term until the transition to a new system;
 - temporarily lifting the small sites threshold below which developers do not need to contribute to affordable housing, to up to 40 or 50 units to support

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small/medium builders as the economy recovers from the impact of Covid-19;

- extending the current Permission in Principle to major development so landowners and developers now have a fast route to secure the principle of development for housing on sites without having to work up detailed plans first.
- 4.3 It is not appropriate to examine the technical details of how the need for housing is assessed. However, the consultation document implies that the current methodology produces artificially low projections in some cases and does not deliver an overall national target of 300,000 homes per year which the Government aspires to. The new standard method results in a national housing need of 337,000 on the basis of currently available data. It is proposed that most authorities should have regard to their revised standard method need figure, from the publication date of the revised guidance.
- 4.4 The thrust of the other proposals is clearer. Increasing the supply of first homes is welcomed in principle, although it may have limited impact in rural areas. Raising the small sites threshold will make it even more difficult for planning authorities to secure affordable housing, especially on rural sites, and may be detrimental. Extending the scope of the 'Permission in Principle' procedure will accelerate the planning process, but may restrict the ability of local communities to engage in the process.

5. **Shropshire's Draft Housing Strategy**

- 5.1 This document covers the period 2020 to 2025. Its main themes are:
- (i) To meet the overall current and future housing needs of Shropshire's growing population by addressing the housing needs of particular groups within communities, and to intervene where housing needs are not met through the open market developments.
 - (ii) To reduce and prevent homelessness;
 - (iii) To provide the best mix of housing options within the urban and rural parts of the County in terms of tenure, safety, size, type, design and location of housing.
 - (iv) To promote sustainable development in the interest of climate change.
 - (v) To promote economic growth by ensuring that there is enough housing supply for businesses to attract and retain the local workforce that they need.
- 5.2 The document refers to the Council's Full Objective Assessment of Housing Need published in October 2017 which identified an annual housing need of 1,270 dwellings per annum and an overall housing need of 25,400 dwellings during 2016-2038. This was based on the standard methodology for calculating housing need defined in the National Planning Policy

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Guidelines. It also refers to the full draft version of the Local Plan for the period 2016-2038. Over the 22 year plan period, the draft Local Plan proposes around 30,800 dwellings, equivalent to around 1,400 dwellings per year for the whole of Shropshire.

- 5.3 It is difficult to disagree with any element of the draft strategy, but it contains no specific targets, and it makes limited reference to resources. In addition, it will need to be reviewed in the light of the Government's proposals summarised below.

6. **Shropshire's Draft Local Plan**

- 6.1 As indicated in the briefing note to Shropshire Councillors which was circulated on 17th August, this is a fifth stage of consultation which closes on 30th September. There will be another round of consultation later in the Autumn.
- 6.2 Given that the structure and content of the Local Plan will need to be altered as a result of the above proposals, the Parish Council is advised confine its scrutiny to the Residential Development Management Policies (DP1 – DP8) on pages 55-77 of the draft document and to Section S3.2 which deals with the settlement policy for Alveley as a community hub. This extract is attached as Appendix B.

7. **Conclusions and Recommendations**

- 7.1 The Parish Council is **requested** to consider how to respond to the various consultation processes summarised above.

PLANNING FOR THE FUTURE (EXTRACTS)**Foreword from the Prime Minister**

Thanks to our planning system, we have nowhere near enough homes in the right places. People cannot afford to move to where their talents can be matched with opportunity. Businesses cannot afford to grow and create jobs. The whole thing is beginning to crumble and the time has come to do what too many have for too long lacked the courage to do – tear it down and start again.

This Paper proposes a new planning system for England, one that is simpler, clearer and quicker to navigate, delivering results in weeks and months rather than years and decades, one that actively encourages sustainable, beautiful, safe and useful development rather than obstructing it, one that makes it harder for developers to dodge their obligations to improve infrastructure and opens up housebuilding to more than just the current handful of massive corporations, and one that gives you a greater say over what gets built in your community.

Foreword from the Secretary of State

Our proposals seek a significantly simpler, faster and more predictable system. They aim to facilitate a more diverse and competitive housing industry, in which smaller builders can thrive alongside the big players, where all pay a fair share of the costs of infrastructure and the affordable housing existing communities require and where permissions are more swiftly turned into homes.

We are cutting red tape, but not standards. Our reformed system places a higher regard on quality, design and local vernacular than ever before. We will build environmentally friendly homes that will not need to be expensively retrofitted in the future, homes with green spaces and new parks at close hand, where tree lined streets are the norm and where neighbours are not strangers.

We are moving away from notices on lampposts to an interactive and accessible map-based online system – placing planning at the fingertips of people. The planning process will be brought into the 21st century. Communities will be reconnected to a planning process that is supposed to serve them, with residents more engaged over what happens in their areas.

Introduction**The challenge we face – an inefficient, opaque process and poor outcomes**

The planning system needs to be fit for purpose. It must make land available in the right places and for the right form of development. In doing this, it must ensure new development brings with it the schools, hospitals, surgeries and transport local communities need, while at the same time protecting our unmatched architectural heritage and natural environment.

There are several problems with the system as it stands:

- It is too complex: The planning system we have today was shaped by the Town and Country Planning Act 1947, which established planning as nationalised and discretionary in character. Since then, decades of reform have built complexity, uncertainty and delay into the system.

- Planning decisions are discretionary rather than rules-based: Nearly all decisions to grant consent are undertaken on a case-by-case basis, rather than determined by clear rules for what can and cannot be done. This makes the English planning system, and those derived from it, an exception internationally, and it has the important consequences of increasing planning risk. Decisions are also often overturned.
- It takes too long to adopt a Local Plan: although it is a statutory obligation to have an up-to-date Local Plan in place, only 50% of local authorities (as of June 2020) do, and Local Plan preparation takes an average of 7 years (meaning many policies are effectively out of date as soon as they are adopted).
- Assessments of housing need, viability and environmental impacts are too complex and opaque. Assessments of environmental impacts and viability add complexity and bureaucracy but do not necessarily lead to environmental improvements nor ensure sites are brought forward and delivered;
- It has lost public trust with, for example, a recent poll finding that only 7% trusted their local council to make decisions about large scale development that will be good for their local area (49% and 36% said they distrusted developers and local authorities respectively).
- It is based on 20th-century technology: Planning systems are reliant on legacy software that burden the sector with repetitive tasks. The planning process remains reliant on documents, not data, which reduces the speed and quality of decision-making.
- The process for negotiating developer contributions to affordable housing and infrastructure is complex, protracted and unclear. It also further increases planning risk for developers and landowners, thus discouraging development and new entrants.
- There is not enough focus on design, and little incentive for high quality new homes and places. There is insufficient incentive within the process to bring forward proposals that are beautiful and which will enhance the environment, health, and character of local areas. Local Plans do not provide enough certainty around the approved forms of development, relying on vague and verbal statements of policy rather than the popularly endorsed visual clarity that can be provided by binding design codes.

A new vision for England's planning system

The government's planning reforms since 2010 have started to address the underlying issues. For example:

- The National Planning Policy Framework, introduced in 2012, has greatly simplified the previously huge volume of policy;
- We have introduced a simplified formula for assessing housing need and clearer incentives for local authorities to have up to date plans in place;
- We have continued to protect the Green Belt;
- We have democratised and localised the planning process by abolishing the top-down regional strategies and unelected regional planning bodies, and empowered communities to prepare a plan for their area, through our introduction of neighbourhood planning – with over 2,600 communities taking advantage of our reforms so far.

Now we wish to:

- be more ambitious for the places we create, expecting new development to be beautiful and to create a 'net gain' not just 'no net harm';
- ***move the democracy forward in the planning process and give neighbourhoods and communities an earlier and more meaningful voice in the future of their area as plans are made, harnessing digital technology to make it much easier to access and***

understand information about specific planning proposals. More engagement should take place at the Local Plan phase;

- improve the user experience of the planning system, to make planning information easier to find and understand and make it appear in the places that discussions are happening, for example in digital neighbourhood groups and social networks. New digital engagement processes will make it radically easier to raise views about and visualise emerging proposals whilst on-the-go on a smart phone;
- support home ownership, helping people and families own their own beautiful, affordable, green and safe homes, with ready access to better infrastructure and green spaces;
- increase the supply of land available for new homes where it is needed to address affordability pressures, support economic growth and the renewal of our towns and cities, and foster a more competitive housing market;
- help businesses to expand with readier access to the commercial space they need in the places they want and supporting a more physically flexible labour market;
- support innovative developers and housebuilders, including small and medium-sized enterprises (SMEs) and self-builders, those looking to build a diverse range of types and tenure of housing, and those using innovative modern methods of construction (MMC);
- ***promote the stewardship and improvement of our precious countryside and environment, ensuring important natural assets are preserved, the development potential of brownfield land is maximised, that we support net gains for biodiversity and the wider environment and actively address the challenges of climate change; and create a virtuous circle of prosperity in our villages, towns and cities, supporting their ongoing renewal and regeneration without losing their human scale, inheritance and sense of place. We need to build more homes at gentle densities in and around town centres and high streets, on brownfield land and near existing infrastructure so that families can meet their aspirations. Good growth will make it easier to level up the economic and social opportunities available to communities.***

Underpinning this, we need to modernise the day-to-day operation of the planning system. The planning system must follow other sectors in harnessing the benefits which digitisation can bring – real time information, high quality virtual simulation, straightforward end-to-end processes. It should be based on data, not documents, inclusive for all members of society.

Proposals

First, we will streamline the planning process by –

Simplifying the role of Local Plans, to focus on identifying land under 3 categories - Growth areas suitable for substantial development, and where outline approval for development would be automatically secured for forms and types of development specified in the Plan; Renewal areas

suitable for some development, such as gentle densification; and Protected areas where – as the name suggests – development is restricted.

Introducing a more focused role for Local Plans in identifying site and area-specific requirements, alongside locally-produced design codes. This would scale back detail and duplication while encouraging a much greater focus on design quality at the local level. Plans will be significantly shorter in length (we expect a reduction in size of at least two thirds), as they will no longer contain a long list of “policies” of varying specificity – just a core set of standards and requirements for development.

Local councils should radically and profoundly re-invent the ambition depth and breadth with which they engage with communities as they consult on Local Plans. Our reforms will democratise the planning process by putting a new emphasis on engagement at the plan-making stage.

At the same time, we will streamline the opportunity for consultation at the planning application stage, because this adds delay to the process and allows a small minority of voices, some from the local area and often some not, to shape outcomes.

Local Plans should be subject to a single statutory “sustainable development” test, and unnecessary assessments and requirements that cause delay and challenge in the current system should be abolished.

Local Plans should be visual and map-based, standardised, based on the latest digital technology, and supported by a new standard template. Plans should be significantly shorter in length, and limited to no more than setting out site- or area-specific parameters and opportunities.

Local authorities and the Planning Inspectorate will be required through legislation to meet a statutory timetable (of no more than 30 months in total) for key stages of the process, and there will be sanctions for those who fail to do so.

Decision-making should be faster and more certain, within firm deadlines, and should make greater use of data and digital technology.

We will seek to strengthen enforcement powers and sanctions so that as we move towards a rules-based system, communities can have confidence those rules will be upheld.

We will develop a comprehensive resources and skills strategy for the planning sector to support the implementation of our reforms.

Second, we will take a radical, digital-first approach to modernise the planning process. This means moving from a process based on documents to a process driven by data.

Third, to bring a new focus on design and sustainability, we will:

Ensure the planning system supports our efforts to combat climate change and maximises environmental benefits, by ensuring the National Planning Policy Framework targets those areas where a reformed planning system can most effectively address climate change mitigation and adaptation and facilitate environmental improvements.

Facilitate ambitious improvements in the energy efficiency standards for buildings to help deliver our world-leading commitment to net-zero by 2050.

Ask for beauty and be far more ambitious for the places we create, expecting new development to be beautiful, and to create a ‘net gain’ not just ‘no net harm’, with a greater focus on ‘placemaking’ and ‘the creation of beautiful places’ within the National Planning Policy Framework.

Make it easier for those who want to build beautifully through the introduction of a fast-track for beauty through changes to national policy and legislation, to automatically permit proposals for high quality developments where they reflect local character and preferences.

Introduce a quicker, simpler framework for assessing environmental impacts and enhancement opportunities, that speeds up the process while protecting and enhancing England's unique ecosystems.

Expect design guidance and codes – which will set the rules for the design of new development – to be prepared locally and to be based on genuine community involvement rather than meaningless consultation, so that local residents have a genuine say in the design of new development, and ensure that codes have real 'bite' by making them more binding on planning decisions.

Establish a new body to support the delivery of design codes in every part of the country, and give permanence to the campaigning work of the Building Better, Building Beautiful Commission and the life of its co-chairman the late Sir Roger Scruton.

Ensure that each local planning authority has a chief officer for design and place-making, to help ensure there is the capacity and capability locally to raise design standards and the quality of development. Lead by example by updating Homes England's strategic objectives to give greater emphasis to delivering beautiful places.

Protect our historic buildings and areas while ensuring the consent framework is fit for the 21st century.

Fourth, we will improve infrastructure delivery in all parts of the country and ensure developers play their part, through reform of developer contributions.

We propose:

The Community Infrastructure Levy and the current system of planning obligations will be reformed as a nationally-set value-based flat rate charge ('the Infrastructure Levy'). A single rate or varied rates could be set. We will aim for the new Levy to raise more revenue than under the current system of developer contributions, and deliver at least as much – if not more – on-site affordable housing as at present. This reform will enable us to sweep away months of negotiation of Section 106 agreements and the need to consider site viability.

We will deliver more of the infrastructure existing and new communities require by capturing a greater share of the uplift in land value that comes with development.

We will be more ambitious for affordable housing provided through planning gain, and we will ensure that the new Infrastructure Levy allows local planning authorities to secure more on-site housing provision.

We will give local authorities greater powers to determine how developer contributions are used, including by expanding the scope of the Levy to cover affordable housing provision to allow local planning authorities to drive up the provision of affordable homes. We will ensure that affordable housing provision supported through developer contributions is kept at least at current levels, and that it is still delivered on-site to ensure that new

development continues to support mixed communities. Local authorities will have the flexibility to use this funding to support both existing communities as well as new communities.

We will also look to extend the scope of the consolidated Infrastructure Levy and remove exemptions from it to capture changes of use through permitted development rights, so that additional homes delivered through this route bring with them support for new infrastructure.

Fifth, to ensure more land is available for the homes and development people and communities need, and to support renewal of our town and city centres, we propose:

A new nationally-determined, binding housing requirement that local planning authorities would have to deliver through their Local Plans. This would be focused on areas where affordability pressure is highest to stop land supply being a barrier to enough homes being built. We propose that this would factor in land constraints, including the Green Belt, and would be consistent with our aspirations of creating a housing market that is capable of delivering 300,000 homes annually, and one million homes over this Parliament.

To speed up construction where development has been permitted, we propose to make it clear in the revised National Planning Policy Framework that the masterplans and design codes for sites prepared for substantial development should seek to include a variety of development types from different builders which allow more phases to come forward together. We will explore further options to support faster build out as we develop our proposals for the new planning system.

To provide better information to local communities, to promote competition amongst developers, and to assist SMEs and new entrants to the sector, we will consult on options for improving the data held on contractual arrangements used to control land.

To make sure publicly-owned land and public investment in development supports thriving places, we will:

- ensure decisions on the locations of new public buildings – such as government offices and further education colleges – support renewal and regeneration of town centres; and
- explore how publicly-owned land disposal can support the SME and self-build sectors.

What happens next

Subject to the outcome of this consultation, we will seek to bring forward legislation and policy changes to implement our reforms. This consultation sets out our vision for the basis of a reformed planning system. We have not comprehensively covered every aspect of the system, and the detail of the proposals will need further development pending the outcome of this consultation. We will continue to develop the proposals as we gather feedback and views on them.

Our proposals for Local Plan reform, changes to developer contributions and development management would require primary legislation followed by secondary legislation. The proposals allow 30 months for new Local Plans to be in place so a new planning framework, so we would expect new Local Plans to be in place by the end of the Parliament.

We would implement any policy changes, including to set a new housing requirement, by updating the National Planning Policy Framework in line with the new legislation.

S3.2. Community Hubs: Bridgnorth Place Plan Area

1. Within the Bridgnorth Place Plan Area, a number of Community Hub settlements have been identified. These settlements and their residential development guidelines are listed below:

Community Hub Settlements	Residential Guideline
Alveley	Around 130 dwellings
Ditton Priors	Around 65 dwellings

2. Within these Community Hubs, new residential development will be delivered through any identified saved SAMDev residential allocations; identified Local Plan residential allocations; appropriate small-scale windfall residential development within the settlements development boundary, as shown on the Policies Map, where it is consistent with Community Hub Policy SP7 and other relevant policies of this Local Plan; and appropriate cross-subsidy and exception development where it is consistent with Community Hub Policy SP7 and other relevant policies of this Local Plan.
3. Within these Community Hubs, new employment development will be delivered through appropriate small-scale windfall employment development within the settlements development boundary, as shown on the Policies Map, where it is consistent with Community Hub Policy SP7 and other relevant policies of this Local Plan.
4. Saved SAMDev Plan site allocations within these Community Hubs are listed in Appendix 2 of this document and identified on the Policies Map. Local Plan site allocations within these Community Hubs are identified in Schedule S3.2(i) below and identified on the Policies Map. Development of site allocations should be in accordance with specified development guidelines and approximate site provision figures and all other relevant policies of this Local Plan.
5. Ditton Priors is partly located within the Shropshire Hills Area of Outstanding Natural Beauty (AONB). Development proposals must recognise the importance of conserving and where possible enhancing, the special qualities of the Shropshire Hills AONB as set out in the AONB Management Plan and should be in accordance with Policy DP26 and other relevant policies of this Local Plan. Particular care should be taken with the design and layout of development in accordance with Policy SP5.
6. Alveley is inset in Green Belt. Development proposals in the Green Belt and on safeguarded land must be in accordance with National Policy and Policy DP25 of this Local Plan, which specify the development types and the circumstances when development may be acceptable. They must also comply with all other relevant policies of this Local Plan.
7. To provide long-term locations for growth in Alveley, an area of land beyond the Alveley development boundary is safeguarded for Alveley's future development needs beyond the current Local Plan period. This land is set out in Schedule S3.2(ii) and identified on the Policies Map. Safeguarded land is not allocated for development at the present time, but has been safeguarded as a location which could meet future development need through allocation in a future Local Plan.
8. Development proposals will be expected to positively respond to policies and guidelines within any relevant community-led plans and local needs.

Schedule S3.2(i). Residential Site Allocations: Community Hubs in the Bridgnorth Place Plan Area

Site Allocation	Development Guidelines	Provision
Alveley Community Hub		
<p>Land north of Daddlebrook Road and west of A442, Alveley (ALV006 & ALV007)</p>	<p>The low housing guideline reflects allocation of the site for a mixed-use scheme with an element of market housing to enable community facility provision.</p> <p>It is expected that a scheme for the whole site will provide for replacement and improved community sports and recreation facilities (with supporting infrastructure such as carparking) to replace provision that currently exists at Alveley Sports Club.</p> <p>A high-quality layout and design recognising the Green Belt edge and village gateway location of the site is expected. Any site layout should provide for future access to the adjoining area which is identified as a safeguarded land.</p> <p>Vehicular access should be onto Daddlebrook Road with a pedestrian crossing facility provided to the south side of Daddlebrook Road.</p> <p>Relevant supporting studies should be undertaken including, ecology, tree and hedgerow surveys, flood risk and drainage with their recommendations clearly reflected in the proposed development scheme.</p> <p>Mature trees and hedgerows should be retained, and planting enhanced where possible, particularly at the northern and eastern boundaries with planting to contribute to the quality of the local environment, minimise visual encroachment, contribute to mitigation, including improving biodiversity, and reinforce Green Belt boundaries.</p> <p>The site will incorporate appropriate sustainable drainage, informed by a sustainable drainage strategy. Any residual surface water flood risk will be managed by excluding development from the affected areas of the site, which will form part of the Green Infrastructure network. Flood and water management measures must not displace water elsewhere.</p>	<p>35 dwellings</p>
<p>Land Adjacent to The Cleckars, Alveley (ALV009)</p>	<p>Design and layout of development should retain protected and mature trees and hedgerows, safeguard ecological interest, including adjacent priority habitat, and provide additional planting to improve biodiversity and minimise and mitigate visual encroachment into Green Belt.</p> <p>Relevant supporting studies should be undertaken including, ecology, tree and hedgerow surveys, with their recommendations clearly reflected in site capacity and the proposed development scheme.</p>	<p>35 dwellings</p>

Site Allocation	Development Guidelines	Provision
	<p>The 30mph zone should be extended to reflect the extent of this site, together with appropriate traffic calming. A continuous footway should be provided along the site's road frontage and along the A442 to link with the unadopted road serving The Woodlands.</p> <p>The public right of way which crosses the site would need to be taken into account in scheme design and an attractive pedestrian route should be provided through the site with the Public Right of Way across the site, which links to the existing rights of way network in Green Belt beyond the site, retained.</p>	



TOWN AND PARISH COUNCIL SURVEY 2020

Please select one answer for each question, unless asked to do otherwise.
Please ensure only one questionnaire is completed and returned for your individual town/ parish council

LOCAL POLICING

- 1 In the Council's opinion, how good a job do you think the police are doing in your town / parish?

☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Very poor ☐ Don't know

- 2 In the Council's opinion, how would you rate the visibility of police in your town / parish?

☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Very poor ☐ Don't know

How much does the Council agree or disagree with the following statements:

- 3 The police work well with the Council to identify and address local crime and disorder issues

☐ Strongly agree ☐ Tend to agree ☐ Neither agree nor disagree
☐ Tend to disagree ☐ Strongly disagree ☐ Don't know

- 4 The Council has confidence in the police to resolve crime and disorder issues raised within the local community

☐ Strongly agree ☐ Tend to agree ☐ Neither agree nor disagree
☐ Tend to disagree ☐ Strongly disagree ☐ Don't know

5. On average, how often does the Council contact the police to raise concerns about crime or incidents?

☐ Weekly ☐ Monthly ☐ Every 2 – 6 months
☐ Once a year ☐ Never ☐ Don't know

- 6 Overall, how would you rate the police response to crime and disorder issues or incidents Raised by the Council?

☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Very poor ☐ Don't know / NA

CONTACT AND ENGAGEMENT

- 7 In the Council's opinion, how easy and convenient is it to access your local policing teams? (This may be in any form – face to face, email, telephone etc)

☐ Very easy ☐ Fairly easy ☐ Fairly difficult
☐ Very difficult ☐ Don't know / N/A

- 8 In the Council's opinion, how easy and convenient is it to access relevant information for the local community from the police?

☐ Very easy ☐ Fairly easy ☐ Fairly difficult
☐ Very difficult ☐ Don't know / N/A

- 9 In the Council's opinion how would you rate the level of contact you have with the police?

☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Very poor ☐ Don't know / NA

- 10 How does the Council contact the police to discuss local issues, seek information or invite to meetings / community events? (Not including reporting crimes)

Please tick all that apply

☐ Phone (land line) ☐ Phone (mobile) ☐ Email
☐ Letter ☐ Social media ☐ In person (at a police station etc)
☐ Website ☐ Other ☐ Don't contact the police

- 11 How often does the Council contact the police to discuss local issues, seek information or invite to meetings / community events etc? (not including reporting crimes)

☐ Weekly ☐ Monthly ☐ Every 2 – 6 months
☐ Once a year ☐ Never ☐ Don't know

- 12 How would the Council rate the police response to requests for information / meetings etc?

☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Very Poor ☐ Don't know / N/A

13 How often do the police attend Council meetings or other community events in your town or parish area

- | | | |
|--------------------------------------|----------------------------------|---|
| <input type="checkbox"/> Weekly | <input type="checkbox"/> Monthly | <input type="checkbox"/> Every 2 – 6 months |
| <input type="checkbox"/> Once a year | <input type="checkbox"/> Never | <input type="checkbox"/> Don't know / not invited |

14 How often do the police proactively contact the Council to raise awareness of local issues, share information etc?

- | | | |
|--------------------------------------|----------------------------------|---|
| <input type="checkbox"/> Weekly | <input type="checkbox"/> Monthly | <input type="checkbox"/> Every 2 – 6 months |
| <input type="checkbox"/> Once a year | <input type="checkbox"/> Never | <input type="checkbox"/> Don't know |

15 Does the Council know the members of the police's local Safer Neighbourhood Team? These teams include Inspectors, Sergeants, PCs and PCSOs.

- | | | |
|--|--|---|
| <input type="checkbox"/> Very familiar | <input type="checkbox"/> Somewhat familiar | <input type="checkbox"/> Not well known |
| <input type="checkbox"/> Totally unknown | <input type="checkbox"/> N/A | |

CRIME AND ANTI SOCIAL BEHAVIOUR ISSUES

16 In the Council's opinion how much of a problem, if at all, would you say that crime and anti-social behaviour is in your town / parish council area?

- | | | |
|---|---|---|
| <input type="checkbox"/> Not a problem at all | <input type="checkbox"/> Not a very big problem | <input type="checkbox"/> Fairly big problem |
| <input type="checkbox"/> Very big problem | <input type="checkbox"/> Don't know | |

17 Which if any of the following issues would the Council say are currently a problem to people in the town / parish area?

Please tick one box in each row

	Not a problem at all	Not a very big problem	Fairly big problem	Very big problem	Don't know
Domestic burglary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Violent crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anti-social behaviour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Online crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criminal damage / vandalism	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crimes against businesses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rural crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Offences of a sexual nature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crimes committed against people due to their gender, age, race, ethnicity religion, disability or sexuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify in the box below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other:

ABOUT YOUR COUNCIL

18 What is the name of your council (or councils if it is a combined parish council group)?

19 Please confirm which Borough / District / City / Unitary area your council is in

☐ Herefordshire

☐ Shropshire

☐ Telford & Wrekin

☐ Redditch

☐ Wyre Forest

☐ Worcester City

—
☐ Malvern Hills ☐ Wychavon ☐ Bromsgrove

20 Approximately how many people live in your town / parish area?

☐ Less than 500 ☐ 501 - 1000 ☐ 1001 - 5000
☐ 5001 – 10,000 ☐ Over 10,000

21 Please provide an appropriate, current email address the Commissioner or his staff may use to contact the Council when necessary. Your email will be stored in secure web-based systems. It would not be shared more widely with other third parties.

☐ Yes ☐ No | Would you like to receive the PCC's monthly newsletter to this email address?

Thank you for taking the time to complete our survey. The survey results will be available to view online at www.westmercia-pcc.gov.uk

EMAIL RETURNS: If you have chosen to complete a word version of the survey, email your completed survey to: opcc@westmercia.pnn.police.uk

POSTAL RETURNS: If you have chosen to print a copy of this survey to complete and return via Royal Mail (instead of completing online / emailing), post your completed survey to: John Campion, Police and Crime Commissioner, OPCC, West Mercia Police HQ, Worcester, WR3 8SP

PARISH COUNCIL 9TH SEPTEMBER 2020

Agenda item 13

FINANCIAL REPORT

1. **Purposes**

To deal with the following matters:

- (a) Examination of quarterly accounts;
- (b) Deposits/receipts to 31st August 2020;
- (c) Bank reconciliation at 31st August 2020;
- (d) External Audit of Accounts 2019/20;
- (e) Insurance arrangements 2020/21;
- (f) Invoices for approval;
- (g) Budget monitoring 2020/21.

2. **Examination of Quarterly Accounts to 31st August 2020**

- 2.1 As part of its internal control procedures, the Council periodically appoints two Members to examine the accounts prior to a meeting and report back to the Council on their findings so that any necessary action may be taken. This process has not taken place so far in this financial year because of COVID-19 restrictions.

Recommendation: that the Council appoint two Councillors to examine the quarterly accounts from April to July 2020 as soon as COVID-19 restrictions permit, and to report back to the Council at the next face-to-face meeting.

3. **Deposits/Receipts 2020/21 to 31st August 2020**

Shropshire Council Precept Payment	£53,765.00
Neighbourhood Fund (CIL)	£1,201.93
Refund of VAT	£6,666.85
CCLA Public Sector Deposit Fund/HSBC Bank Interest	£85.46
Miscellaneous income (wayleave)	3.45
	<u>£61,722.69</u>

4. **Bank Reconciliation at 31st August 2020**

Balances as at 31.08.20 -

Bank	£
Business Money Manager Account	33,410.61
Community Account	10,041.47
CCLA Public Sector Deposit Account	65,000.00
	<u>108,452.08</u>

ALVELEY AND ROMSLEY PARISH COUNCIL
REPORT BY CLERK OF COUNCIL

Less unrepresented cheques -		£
	202226	1,000.00
		<u>107,452.08</u>

Cash Book		£
Opening balances as at	01/04/2020	61,348.70
Add receipts to	31/08/2020	61,722.69
Less payments to	31/08/2020	<u>-15,619.31</u>
		<u>107,452.08</u>

5. External Audit of Accounts 2019/20

5.1 The Parish Council received and approved the annual Governance and Accountability Return (AGAR) for 2019/20 on 7th July 2020. This included a return from the Internal Auditor which raised no issues or concerns. The Council also approved a period of 9th July to 19th August 2020 for the exercise of the public's right to inspect the accounts, and these dates were publicised on the website and noticeboards. No member of the public chose to exercise that right. The AGAR is awaiting approval by the Council's external auditor PKF Littlejohn.

5.2 The Council is **requested** to note this information.

6. Insurance Arrangements

6.1 The Council's insurance policy was renewed on 1st August 2020. The annual premium in 2019/20 was £1,071.84. The premium for 2020/21 is £1,205.70, a rise of 12.5%. This reflects the increased physical asset valuation arising from the street lighting replacement programme. As the Council has a three-year agreement for insurance which should offer stable premiums, the Clerk did challenge the increase. The Council's insurers AXA were able to substantiate the increase but, as a gesture of goodwill, the Council's insurance brokers again waived their administration fee of £50.

6.2 The Parish Council is **requested** to **note** this information.

7. Invoices for Approval and Cheques for Signature

7.1 The attached schedule of invoices/direct payments includes one cheque approved and signed outside the meeting in accordance with minute 012(d) of 7th July meeting. The list also includes more recent direct payments and invoices still to be paid.

7.2 The list also includes a payment of £1,500 to Shropshire Council in respect of Severn Valley Country Park (SVCP). This grant was agreed as part of the Budget Planning meeting for 2020/21 (minute 156 of 21st January 2020 refers)

ALVELEY AND ROMSLEY PARISH COUNCIL
REPORT BY CLERK OF COUNCIL

but is subject to the Parish Council signing the attached agreement (Annex A). The Parish Council is **requested** to authorise the Chairman to sign on behalf of the Parish Council.

Recommendation: The Council is **requested** to approve the schedule of invoices/direct payments (Annex B) and to instruct two Councillors to sign the invoices and cheques still to be paid.

8. **Budget Monitoring 2020/21**

8.1 There has been significant disruption to normal Parish Council business as a result of COVID-19 restrictions. This is evident from the attached budget monitoring report (Annex C). Spending to 31st August 2020 totals 24.9% after 5 months (42%) of the financial year. This is despite emergency COVID-19 grant payments of £2,000.

8.2 Councillors should note that:

- (a) The April 2020 pay award has been finalised. The Clerk's hourly rate has been increased from £11.22 per hour to £11.53 per hour with effect from 1st April 2020. This will require additional spending of roughly £250 in the year as a whole.
- (b) The Clerk has not yet submitted an expense claim for 2020/21. Expenses incurred until 31st August total £313.14, including £143.98 for the annual Zoom subscription and £60 for bus shelter cleaning. The claim will be presented to the October monthly meeting when it will be possible for Councillors to give it proper scrutiny.
- (c) There will be savings in office expenses (paper and postage) as a result of agenda papers being processed electronically.
- (d) The external audit process has been delayed so the fee has not yet been paid.
- (e) There has been no training so far in this financial year.
- (f) One bill in respect of tree inspection work in the Closed Churchyard which was carried out in December 2019 is still outstanding as the amount is in dispute. The cost will not exceed £400 plus VAT.
- (g) There have been no fortnightly Play Area inspections in the current financial year. However, an invoice for inspections in the last financial year has yet to be paid because although the amount has been agreed as £416 + VAT, no official invoice has been provided.
- (h) The Street Lighting capital programme has been completed so no further expenditure is envisaged. EoN has been requested to carry out the six yearly street lighting inspection based on a quote of £1,759.50, but no invoice has yet been received. The monthly cost of electricity in the current financial year has fallen following the further introduction of LED lanterns and full-year expenditure should be well within budget.

8.3 The Parish Council is **requested** to **note** the above information.



Shropshire's
**GREAT
OUTDOORS**

2020/21 Funding Agreement

between

Alveley and Romsley Parish Council

and

Shropshire Council

for the Management & Maintenance of
Severn Valley Country Park

PARTIES

ALVELEY AND ROMSELY PARISH COUNCIL (**Funder**)

SHROPSHIRE COUNCIL of Shirehall, Abbey Foregate, Shrewsbury, Shropshire SY2 6ND (**Recipient**)

BACKGROUND

(A) The Funder has agreed to pay the Funding to the Recipient to assist it in the provision of Countryside Management Services at Severn Valley Country Park.

(B) This Agreement sets out the terms and conditions on which the Funding is made by the Funder to the Recipient.

AGREED TERMS

1. DEFINITIONS

In this Agreement the following terms shall have the following meanings:

Agreement: means this Funding Agreement.

Commencement Date: 1st April 2020.

EIR: means the Environmental Information Regulations 2004 (as amended from time to time)

FOIA: means the Freedom of Information Act 2000 and all subsequent regulations made under this or any superseding or amending enactment and regulations; any words and expressions defined in the FOIA shall have the same meaning in this clause.

Funding: the sums set out in the Schedule 2 to be paid to the Recipient in accordance with this Agreement.

Funding Period: the period for which the Funding is awarded starting on the Commencement Date and ending on 31st March 2021

Parties: the Funder and the Recipient and 'Party' shall mean either one of them.

Services: the provision of the maintenance and services of Severn Valley Country Park site described in Schedule 1.

2. USE OF THE FUNDING

The Recipient shall use the Funding only for the delivery of the Services and in accordance with the terms and conditions set out in this Agreement. The Funding shall not be used for any other purpose without the prior written agreement of the Funder.

3. PAYMENT OF THE FUNDING

3.1

The Funder shall pay the Funding to the Recipient in one instalment in advance in accordance with Schedule 2

4. FREEDOM OF INFORMATION

The Parties acknowledge their respective duties under the FOIA and EIR and must give all reasonable assistance to each other where appropriate or necessary to comply with such duties.

5. DATA PROTECTION

The Recipient shall (and shall procure that any of its staff involved in connection with the activities under the Agreement shall) comply with any notification requirements under the Data Protection Act 1998 (**DPA**) and both Parties will duly observe all their obligations under the DPA, which arise in connection with this Agreement.

6. DURATION

Except where otherwise specified, the terms of this Funding Agreement shall apply from 1st April 2020 until 31st March 2021

7. WAIVER

No failure or delay by either party to exercise any right or remedy under this Agreement shall be construed as a waiver of any other right or remedy.

8. NOTICES

All notices and other communications in relation to this Agreement shall be in writing and shall be deemed to have been duly given if personally delivered, [e-mailed,] or mailed (first class postage prepaid) to the address of the relevant party, as referred to above or otherwise notified in writing. If personally delivered [or if e-mailed] all such communications shall be deemed to have been given when received (except that if received on a non-working day or after 5.00 pm on any working day they shall be deemed received on the next working day) and if mailed all such communications shall be deemed to have been given and received on the second working day following such mailing.

9. DISPUTE RESOLUTION

If any dispute or difference shall arise between the Parties as to the construction of this Agreement or any matter or thing of whatever nature arising under this Agreement or in connection with it then the same shall be dealt with as follows:

9.1

In the first instance a special meeting of both the Parties shall be arranged on 14 days written notice to the other Party and the matter shall be discussed and the representatives shall use their reasonable endeavours to resolve the dispute

9.2

If the dispute cannot be resolved in accordance with the preceding sub-clause then either one of the Parties may serve the Recipient's chief Executive and the Funder or other authorised officer whose details have been notified to the Recipient, with notice of the dispute and those officers shall then appoint their representative to adjudicate and use their reasonable endeavours to resolve the dispute within 21 days of receipt of such notice.

9.3

If the dispute cannot be resolved in accordance with the preceding sub-clause then it shall be referred to

a single arbitrator to be agreed between the Parties and failing such agreement within 14 days of the request of one Party to the other in writing that the matter be referred to arbitration such reference shall be to a single arbitrator appointed for that purpose on the written request of either Party by the President for the time being of the Law Society of England and Wales and any reference to arbitration under this clause shall be deemed to be a reference to arbitration under this clause shall be deemed to be a reference to arbitration within the meaning of the relevant Arbitration Acts and it is further agreed that if any matter is referred to arbitration then each Party will bear its own costs of such referral.

10.

The site manager will be happy to attend a parish council meeting (date to be advised by Alveley and Romsley Parish Council) and provide a report of what the parish council contribution has been spent on.

11. CONTRACTS (RIGHTS OF THIRD PARTIES) ACT 1999

This Agreement does not and is not intended to confer any contractual benefit on any person pursuant to the terms of the Contracts (Rights of Third Parties) Act 1999.

12. GOVERNING LAW


This Agreement shall be governed by and construed in accordance with the law of England and the parties irrevocably submit to the exclusive jurisdiction of the English courts.

This document has been executed as a deed and is delivered and takes effect on the date stated at the beginning of it.

AGREED by the parties through their authorised signatories

For and on behalf of
SHROPSHIRE COUNCIL

Signature: 

Print Name: 

Job Title: 

For and on behalf of
ALVELEY AND ROMSLEY PARISH COUNCIL

Signature:

Print Name:

Job Title:

SCHEDULE 1

THE SERVICES

Agreement Area

The agreement area means the Severn Valley Country Park referred to as the 'Site'. Boundary map attached in Schedule 3.

Site Management Functions

The agreement includes the provision/services for the management and maintenance of the Site as set out in the agreed Management Plan.

Generally, this comprises management and improvement of key natural habitats set out below:

- Ancient semi-natural woodland supporting a range of characteristic flora and fauna
- Secondary and plantation woodland
- Amenity grassland
- Riverside and Top Wildflower Meadows
- Wetland areas
- Cultural Features
- The site's intrinsic appeal and value as an amenity area for quiet informal recreation

Whilst the site is managed to enhance biodiversity and heritage value, it also has an intrinsic appeal and value as an amenity area for quiet, informal recreation by the public. Therefore, Shropshire Council, through the Outdoor Partnership Team will provide as a minimum the statutory requirement set out below:

- To undertake regular site checks to comply with H&S legislation
- To undertake/oversee repairs and maintenance of the Site to ensure that the infrastructure is in such a condition as not to cause any risk to the public using the site. Shropshire Council has a common duty of care for the Health & Safety of the public
- To ensure that any designated natural and cultural heritage features are maintained in a favourable condition, specifically where works have been agreed through management grants, for example from Countryside Stewardship and Heritage Lottery
- To oversee external contractors. Shropshire Council has a responsibility to ensure that employees, contractors and volunteers are not exposed to risks to their health and safety
- To maintain any public rights of way crossing the Site
- Shropshire Council, in exercising its functions, will have regard to conserving biodiversity

Additional non-statutory provision/services provided by the Shropshire Council include:

- To develop and implement site management plans
- To maintain and improve site habitats
- To work with local communities and support volunteering activities
- To provide expert habitat advice and guidance
- To develop projects with partners and stakeholders
- To apply for grant aid to support site development

Shropshire Council will continue to provide the full range of site management and maintenance functions, both statutory and non-statutory (above), and will provide experienced and knowledgeable staff to implement the

management plan to maintain the key features and effective working relationships with partners, residents and visitors.

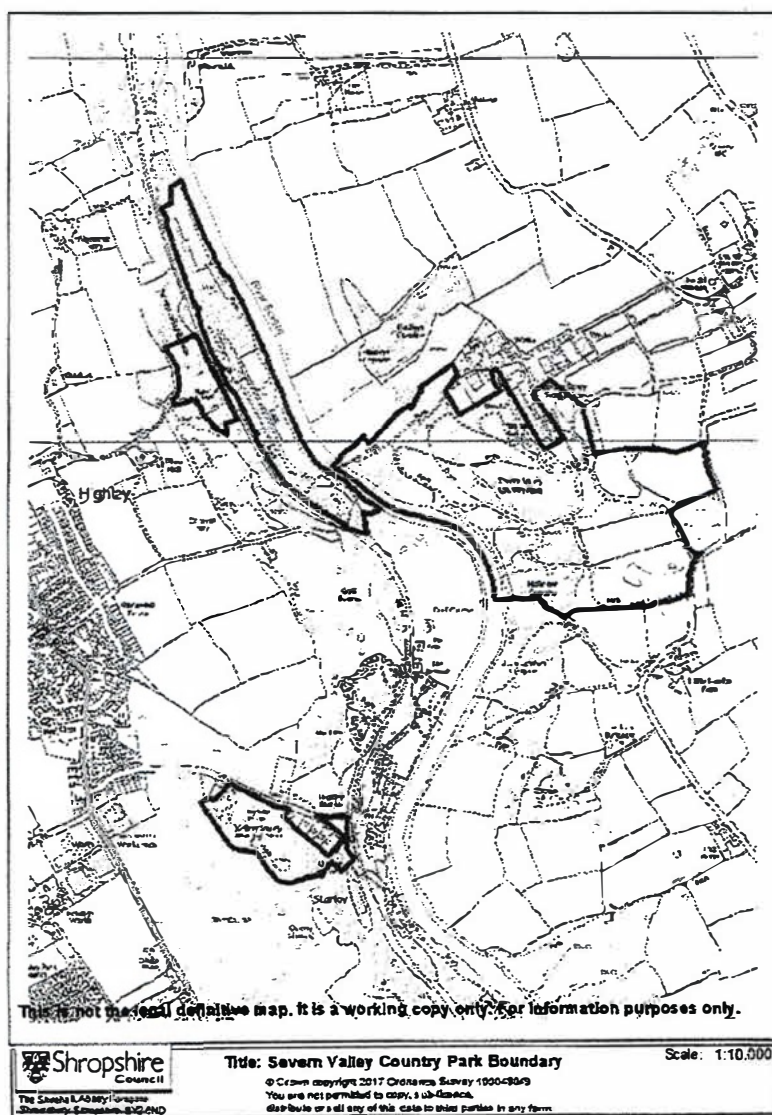
SCHEDULE 2

PAYMENT SCHEDULE

The funding from Alveley and Romsley Parish Council will be ring fenced to support the management and maintenance of Severn Valley Country Park, including staff time.

Amount of Grant Payable	Date of Payment
£1,500.00	1 st July 2020

SCHEDULE 3



ALVELEY AND ROMSLEY PARISH COUNCIL
8TH SEPTEMBER 2020

ANNEX B

SCHEDULE OF PAYMENTS AND CHEQUES TO BE APPROVED AND SIGNED

CHEQUE	PAYEE	NET	VAT	TOTAL	ITEM	COUNCIL POWER
ALREADY APPROVED AND PAID IAW MINUTE 012(d) OF 7TH JULY 2020						
202235	Steve Burton Groundcare	650.00		650.00	Grass cutting Closed Churchyard	L.G. (Misc.Prov.) Act 1976 s.19
STILL TO BE PAID						
S.O.	Payroll	628.40		628.40	Aug Payroll	L.G.A. 1972 s. 112
202236	HMRC	164.37		164.37	PAYE and National Insurance	
202237	DM Payroll Services Ltd.	40.50		40.50	Payroll administration 2020/21 1st 1/2 year	L.G.A. 1972 s.111
202238	Shropshire Council	1,500.00		1,500.00	Grant for Severn Valley Country Park	L.G.(Misc .Provn.) Act 1976 s19
TOTALS		2,983.27	0.00	2,983.27		

Signed

D Rawlinson

D.H. RAWLINSON
Clerk/R.F.O.

Chairman

BUDGET MONITORING 2020/21	2020/21	ANNEX C	
BUDGET ITEM	Approved	To 31 Aug 20	%
STAFFING			
Salary	9,500	3,439	36.2%
CiLCA	0	0	
Salary increase	180		
Employer NI	120	44	
	9,800	3,483	35.5%
TRAVEL			
Councillors	50		
Clerk	470	15	
	520	15	3.0%
OFFICE EXPENSES			
Website	60		
Paper/envelopes	80		
Printer cartridges	100		
Stamps	150		
Misc.	320	337	
Office rent	215	108	
	925	445	48.1%
OFFICE EQUIPMENT	150		0.0%
AUDIT			
Internal	300	280	
External	300		
	600	280	46.7%
INSURANCE	1,120	1,206	107.7%
TRAINING			
Councillors	1,050		
CiLCA	0		
Other Clerk training	100		
Conferences	0		
	1,150	0	0.0%
ROOM HIRE			
Monthly meetings	100		
Committee meetings	30		
Arden Centre other meetings	20		
Meetings other venues	30		
	180	0	0.0%
SUBSCRIPTIONS			
Shropshire Assoc. Local Councils	820	875	106.7%
Society of Local Council Clerks	140	140	
CPRE	40	0	
	1,000	1,015	101.5%
NEIGHBOURHOOD FUND	0	0	
GRANTS AND DONATIONS			
Severn Valley Country Park	1,500		
Not section 137	500	2,580	
Section 137	500		
	2,500	2,580	103.2%
OTHER SECTION 137			
The Pound	140		
Jubilee Bank	360		
	500	0	0.0%

BUDGET MONITORING 2020/21	2020/21	ANNEX C	
BUDGET ITEM	Approved	To 31 Aug 20	%
CLOCK MAINTENANCE	0	0	
CHURCHYARD MAINTENANCE			
Tree inspection	0		
Tree work	2,000	525	
General maintenance	1,690	1,470	
Paths/walls/gateways etc	10,000		
Mole control	100	50	
	13,790	2,045	14.8%
PLAY AREA MAINTENANCE			
Grass cutting etc	2,900	868	
Annual inspection	100		
Fortnightly inspection	675		
Sand for sandpit	350		
Repairs	1,000	165	
	5,025	1,033	20.6%
PLAY AREA EQUIPMENT			
	500		0.0%
FOOTPATHS			
(£500 in Allocated Reserves)	0		
STREET LIGHTING CAPITAL			
Replacement columns and LEDs	6,000	1,171	19.5%
STREET LIGHTING REVENUE BUDGET			
Electricity	5,800	1,401	24.2%
Six yearly inspection	4,000		
Repairs and maintenance	2,000		
	11,800	1,401	11.9%
ENVIRONMENT AND HIGHWAYS			
Highway verges	420	30	
Other verges	100	100	
Footpaths	0		
Amenity land grass cutting	0		
	520	130	25.0%
(MOBILE LIBRARY)			
LOCALISM RESERVE	0	0	
COMMUNITY LED PLAN			
(£1,000 in Allocated Reserves)	0	0	
ELECTIONS			
Parish Council 2017	0	0	
NEWSLETTERS			
3 per year	150		0.0%
SUNDRIES			
	0	0	
CONTINGENCY			
	2,000	0	0.0%
TOTAL	58,230	14,804	25.4%
VAT TO BE RECLAIMED	4,500	815	18.1%
TOTAL INC VAT TO BE RECLAIMED	62,730	15,619	24.9%