



Minutes of Council Meeting of Great Ness and Little Ness Parish Council, held at Little Ness Village Hall on Tuesday, 30th January 2024 at 7.30pm

Present: Cllrs. Mullis (Chairman), Arthur, Brooks, Davis, Dickinson, Diggory, Gilbert, Turner
Absent: Cllr. Peters (leave of absence until May 2024 meeting)
In attendance: Cllr. Ed Potter, Ed Andrews (Country Parks and Site Teams Manager), Pete Banford (Culture and Communities Manager), 11 members of the public
Clerk: Rebecca Turner

108/2324 **PRESENT & APOLOGIES FOR ABSENCE**

Noted as above.

109/2324 **DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS**

a) *Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.*

Pecuniary Interests:

- Cllr. Turner payments to the clerk.

Potential perceived bias:

- Cllr. Dickinson – item 111/2324 - quote from R. Morris for hedge cutting as he cuts her hedge.

Other Registrable Interests:

- Cllr. Dickinson – items 117/2324f and item 121/2324g, as member of WI and assisting the Nesscliffe Village Hall Committee on health and safety matters.
- Cllr. Davis – items 117.2324f and 122/2324c, as he has been invited to join Little Ness VH Committee.
- Cllr. Gilbert – item 117/2324f as a member of Village Hall Committee.

b) *Dispensation requests*
None received.

c) *Gifts or hospitality*
The clerk received a gift of a bottle of red wine from Cllr. Davis as a thank you for her work.

110/2324 *It was **RESOLVED** that pursuant to Schedule 12A, Local Government Act 1972 and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press should be excluded during discussion of Items 111 to 113/2324, due to the likely disclosure of confidential information*

111/2324 **GROUNDS MAINTENANCE AND ENVIRONMENTAL MAINTENANCE GRANT WORKS –**

It was **RESOLVED** to appoint GMS Knockin (G Taylor) for the grounds maintenance and EMG works, with the exception of the hedge cutting at Nesscliffe and Wilcott play areas.

Cllr. Dickinson took no part in the decision on the hedge cutting of the play areas.

It was **RESOLVED** to appoint Raymond Morris, for 3 years to cut the Nesscliffe and Wilcott playing field hedges, on grounds of price.

112/2324 **NESSCLIFFE WAR MEMORIAL**

Following the asset inspection, quotes had been sought from multiple contractors to repair the wall around the memorial and the retaining wall. It was noted that one contractor had also advised adding capping to the retaining wall to for a lip, ensuring less water runs down the face of the wall.

In principle, the council preferred the quote and works specification from South Wales Heritage Plasterwork. However, due to the cost of the works a grant would need to be sought from the

War Memorials Trust and the work cannot proceed until the financial position has been received following a grant application.

Actions:

- Clerk to apply for War Memorials Trust grant.
- Further advice to be sought from Conservation Area to confirm if they have any comments on proposed work specification.
- CLlr. Dickinson to attend Crowd Funding seminar, with a view making a subsequent funding application.

113/2324 **CLERK'S ANNUAL LEAVE**

It was **RESOLVED** to approve annual leave from 12th to 13th February 2024 and 22nd to 26th July 2024 and 2nd August 2024 (half day)

The chairman declared the meeting re-open to the public.

114/2324 **PUBLIC PARTICIPATION SESSION**

a) *Presentation from Ed Andrews, re Nesscliffe Country Hill Country Park*

• **Contextual info re the team and their role**

• **Nesscliffe Hill and Country Park**

- 70 ha.
- Scheduled Ancient Monument (SAM).
- Rhododendron volunteers.
- Used by Woodlands School.
- Public Rights Of Way (PROW).
- High visitor numbers resulting in pressures on infrastructure, leading to a need for investment.
- Multiple user types requiring co-operation to balance conflicting needs, though no forum brings them together.

• **Meeting with PC before Christmas**

- Ed has since thanked the PC for providing the very informative snags list and signage checklist.
- Walked round site with ranger Lee Fraser, repaired broken interpretation board.
- Keen to improve infrastructure around the site- some of this work can be done in-house, some needs contractors.

• **Car parking/visitor welcome**

- Lane to The Pines very narrow and not viable for extending the car park.
- Oaks Car Park can overflow onto Hopton Lane.
- Work to do on visitor welcome (paths) at Oaks Car Park (erosion could be reduced by making a pond in the dip).
- Creation of new car park near to playing field – rough plan and ballpark costings provided, for later discussion and agreement with PC.

• **Footpaths**

- Some paths around the site are muddy.
- In places, the gradient would allow creation of ditch/drain and track surfacing.
- Ranger team is doing mini digger training next week but capacity is limited.
- Cost of materials (terram, type 1 stone, quarry dust, drainage pipe).
- Also option of using contractors.
- People asked if lorry companies can be asked to rectify some of the damage to the paths and surrounding areas? Needs to be looked at when drier.
- Muddy area near pond.
- Path intersection and bench. Drainage work could focus on the pond.
- Could also scrape off the paths and build height of bund around the pond.

• **Hillfort and archaeology**

- Very important hillfort site re Iron Age.
- Invest to Save project awarded to finish the digs, to be repaid via forestry works.
- Final dig Summer 2024 – more research and construction of stonework at the guard chamber.

- Removal of barrier tape.
- Conifers planted as a cash crop. Sensitive thinning rather than a clear fell to promote reversion to broad leaf woodland and heathland (like The Cliffe).
- Trees removed from the SAM due to causing damage to ramparts.
- Heathland creation (smaller stumps removed to allow tractor access for mowing, birch control, heather seed, and brush).
- Once things dry out the path condition will be assessed.
- Interpretation panels to be installed.

• **Partnership working**

- Core Budgets very challenging and SC want to work with PCs.
- Agreements set up 2016-17 elsewhere in the county when cutbacks planned.
- Funding agreements outline the tasks to be undertaken and confirm all funds to be ring-fenced locally. Staff time normally included. Focus is on improving sites above the statutory maintenance and safety duty. Can apply for external funding. Examples – Lyth Hill, BMX pump track site at Broseley.
- Concern re fencing and big drops. Climbers accessing the area – suggested may re-use disused kissing gate at Hopton Hill to create gate for climbers.
- Noted that some trees are down blocking access to some properties. SC will give PC numbers of people to contact after storms. Likely to be some sapling planting but hoping will be some natural regeneration. How will they stop conifers growing back? Will need volunteers to help with planting. Will they be low growing and spreading oak species like on The Cliffe (Stag Oaks?)
- SAM will increase visitor numbers with interest in site condition – needs to be planned into the site and have visitor interpretation people will expect.
- Cllr. Potter reported many complaints re tree felling – needs to be an explanation about the felling and its management.
- Suggesting shared action plan to complement detailed site management plan. Ed is happy to share his contact details publicly.
- Some conifer has come over the ramparts that needs removing.
- Hill supporting local tourism.

Actions:

- Clerk to contact Ed Andrews to arrange a meeting to explore the points raised above further and partnership working to deliver improvements. This will include looking at CIL Local and grant funding opportunities.
- Articles for newsletter to be prepared in particular re tree felling – Clerk to work with Ed Andrews’ team.
- The presentation and further updates to be posted on PC website and PC and community Facebook groups.

b) *A period of 15 minutes is set aside to allow the public the opportunity to speak on an agenda item.*

The following issues were raised:

- *Startlewood and Valeswood Lane – many potholes.*
- *A5 road safety – a member of the public commented that this a concern for other parishes whose meetings he had attended. Noted that Robin Pocock has taken a lead on this for Shrawardine.*
- *Noticeboard and malicious letters/notes from Little Ness Action Group – a member of the public spoke and explained the letters appear to be referring to himself and his family’s business. He doesn’t know who is writing the notes. He reported that he had spoken to the Environment Agency and said they had told him they have no issues with his business operations. To his knowledge, no complaints have been logged in the last 10 years, apart from anonymous reports. He also said that he has had contact with HSE regarding bales referred to in the latest note. He said that these bales had been sold and were moved by the time HSE got in contact. The member of the public emphasised he is running a legitimate business and paying tax and sees these comments as libellous.*

116/2324 **REPORTS**

a) *Police Report*

No report. It was **RESOLVED** to keep the same community charter priorities for this quarter, these being 1) Speeding, 2) ASB, 3) Criminal damage.

b) *Shropshire Council*

Cllr. Potter reported:

- For every £5 of SC's budget, £4 is spent on social care, 50p on refuse management, 50p for everything else.
- £51 million deficit will be addressed by end of the year.
- Focus to be limited to delivery of statutory responsibilities. Has implications for areas like country parks, libraries, leisure centres.
- No highways repairs in last 2 months, some areas need capital programme repairs.
- Govt £600 million for all local authorities.
- The issue of maintaining passing places was raised. It was noted that a lot have been created by larger vehicles and damaged road edges, so are not part of the original highway. To bring them up to highways standard very expensive.
- Shrewsbury parking charges increase by 60%.
- Nesscliffe Camp – Cllr. Potter has spoken to resident involved with the camp. Camp unable to provide information due to status of military operation – must come through MoD. Gratitude for donations received was noted.

c) *Youth Club*

Club continues to be successful.

d) *Great Mess to Little Mess*

No report.

e) *CIL Working Group*

No report.

f) *Clerk's Report*

See Appendix 1.

g) *Nesscliffe Country Park*

Actions:

- Clerk to contact Ed Andrews to arrange a meeting to explore the points raised above further and partnership working to deliver improvements. This will include looking at CIL Local and grant funding opportunities.
- Article for newsletter to be prepared in particular re tree felling – Clerk to work with Ed Andrews' team.

h) *Prescott Surgery*

Cllr. Bardsley had written inviting local parishes to attend a meeting re Prescott Surgery.

Action: Cllr. Brooks will attend, if available.

i) *Newsletter*

The clerk reported that this will be published for Easter 2024, articles deadline to be 1st March 2024. It was suggested to print 10 copies only and only print more on request.

Action: Clerk to prepare the newsletter, editorial team to review.

j) *Parish Councillor Reports (of external meetings attended)*

None.

117/2324 **FINANCIAL MATTERS**a) *Q3 Budget Report and bank reconciliation 2023/4*

The report was noted, as per Appendix 2, the reconciled balance as at 31.12.23 being £132,072.66, with receipts totalling £70,671.81 and payments totalling £46,518.18.

b) *Interim internal audit report 2023/4 & internal control check*

Noted. In summary all controls are adequate, with a few minor points recommended to further improve controls.

c) *Budget and precept requirement for 2024/5*

It was **RESOLVED** to agree the budget as per Appendix 3, budgeted expenditure totalling £44,208. It was further **RESOLVED** to set a precept of £38,516 / £67.54 per Band D household, this being an increase of 18% per Band D household. The remaining income is budgeted to be £250 bank interest, £500 Youth Club, £1,500 EMG, £3,442 War Memorials Trust grant (unconfirmed).

Action: Clerk to submit precept request.

d) *Payments including payments made between meetings – it was **RESOLVED** to approve the following:*

Ref	Payee	Item	Type	Net	VAT	Gross
P62-2324	GoCardless	Website	DD	£1,332.00	£0.00	£1,332.00
P63-2324	R Turner	Salary Dec incl. backpay	BACS	£19.99	£4.00	£23.99
P64-2324	Greenbarnes	Noticeboards for Little Ness & Nesscliffe garage	BACS	£2,285.79	£457.16	£2,742.95
P65-2324	GoCardless	Website	DD	£38.99	£2.60	£41.59
P66-2324	R Turner	Salary Jan	SO	£981.61	£0.00	£981.61
P67-2324	SCPF	Pension Jan	DD	£254.36	£0.00	£254.36
P68-2324	R Turner	Salary shortfall	BACS	£5.95	£0.00	£5.95
P69-2324	SCPF	Pension Dec	SO	£360.24	£0.00	£360.24
P70-2324	Little Ness VH	Room hire	BACS	£120.00	£0.00	£120.00
P71-2324	R Turner	Expenses	BACS	£38.99	£2.60	£41.59
P72-2324	G Taylor	Maintenance and EMG work	BACS	£4,548.00	£909.60	£5,457.60
P73-2324	HMRC	PAYE Q3	BACS	£1,230.36	£0.00	£1,230.36

e) *Income received- noted as follows:*

Ref	Payee	Item	Amount
P9-2324	Cambridge BS	Interest (annual)	£20.52
P10-2324	GNLN PC	Coronation coins	£39.00

f) *Village Hall charges 2024*

It was **RESOLVED** to approve the charges of £20 per meeting Nesscliffe Village Hall (plus electricity meter cards) and £30 per meeting Little Ness Village Hall. It was further noted that hire charges from April 2019 at Nesscliffe Village Hall have not been billed. The clerk was authorised to arrange payment, which is estimated at £340, based on £20 per meeting and the number of meetings held.

Action: Clerk to contact Nesscliffe Village Hall re outstanding hire charges.

g) *CIL NF return forms 2019-23*

It was **RESOLVED** to approve the forms and the clerk, chairman and Shropshire Councillor to sign them.

Action: Clerk to submit forms

As the meeting was running significantly late, after item 117/2324 a number of items were deferred.

118/2324 **POLICY MATTERS**a) *Grant Awarding Policy*

Deferred.

- b) *Asset report*
Deferred.

119/2324 **PLANNING NOTIFICATIONS – FOR INFORMATION**

- 1) 17/05151/EIA - Proposed Poultry Units NW Of North Farm, Felton Butler
Proposal: Erection of four poultry rearing buildings, eight feed bins, biomass store and amenity building including landscaping and tree planting.
Pending Consideration
- 2) 22/01262/VRA106 - 5 Darby Close, Nesscliffe, Shrewsbury, Shropshire, SY4 1DN
Proposal: Variation of the Section 106 Legal Obligation pursuant to planning permission 14/03259/OUT
Awaiting Decision
- 3) 23/02093/FUL - 3 Holyhead Road, Nesscliffe, Shrewsbury, Shropshire, SY4 1AX
Proposal: Demolition of an existing structure, and the erection of 1No. dwelling, associated drainage and ancillary works
Decision: Grant Permission
- 4) 23/02207/FUL - Proposed Residential Development North Of Kinton Business Park
Proposal: Proposed Farm House and all Associated Works at Kinton, Nesscliffe Awaiting Decision
- 5) 23/04578/FUL - Land SW Of Marsh House, Wilcott, Shrewsbury, Shropshire Proposal: Erection of stables for private equine use and store (resubmission)
Decision: Grant Permission
- 6) 23/04482/FUL - Faraways, Hopton, Nesscliffe, Shrewsbury, Shropshire, SY4 1DJ
Proposal: Extension of dwelling to the front of the property
Decision: Grant Permission
- 7) 23/04485/FUL & 23/04486/LBC - Oak House, Great Ness, Shrewsbury, SY4 2LE
Proposal: Installation of solar panels on roof and battery storage system at ground level
Awaiting Decision
- 8) 23/05039/VRA106 - 5 Darby Close, Nesscliffe, Shrewsbury, Shropshire, SY4 1DN
Proposal: Variation of S106 attached to planning application 14/03259/OUT
Awaiting Decision

120/2324 **PLANNING APPLICATIONS– FOR CONSIDERATION**

- 1) 23/05237/FUL - Robin Hill, Kinton, Shrewsbury, Shropshire, SY4 1AZ
Proposal: Erection of a garage and workshop and all associated works
Comments: It was **RESOLVED** to support as per previous similar applications.
- 2) 23/05338/FUL - Mount Pleasant Farm, Hopton, Nesscliffe, Shrewsbury, SY4 1DJ
Proposal: Conversion of traditional rural building to holiday accommodation and all associated works
Comments: It was **RESOLVED** to support as in accordance with policy and draft PC Business Plan.

121/2324 **PARISH MATTERS**

- a) *Highways maintenance* – see clerk’s report (appended)
Noted that the repairs to the pedestrian footbridge and lighting at Felton Butler roundabout are still not complete.
Action: Clerk to pursue again.
- b) *A5 road safety*
Cllr. Dickinson outlined the National Highways’ infrastructure plan process – RIS 3, and suggested the council work with partners to have a scheme included in that programme. It was agreed that short-term measures are needed as well as a long-term scheme. A further body to contact may be the regulator, the Office of Rail and Road (ORR).

Cllr. Potter had also been in contact with MPs/Ministers re this matter.

Actions:

- Cllr. Dickinson to speak with Robin Pocock
 - Zoom call – with other parishes. Clerk to liaise with Cllr. Potter and Robin Pocock.
 - Potentially seek to have a scheme included in RIS 3.
 - Add A5 road safety to Place Plan.
 - Consider potentially lobbying National Highways and inform ORR.
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- c) *Traffic calming Little Ness, including gateways*
Deferred.
- d) *Play area maintenance matters*
It was **RESOLVED** to authorise tree surveys of both play areas by Shropshire Council.
- Re Wilcott play area medium risk repairs, the high cost was noted and it was agreed to meet with Ray Parry to look at options for partial repair/refurbishment which may include removing items of equipment that are beyond economical repair.
- e) *Defibrillator maintenance matters*
Deferred.
- f) *Community Governance Review*
Comments: None as no impact on parish.
- g) *Filing cabinet Nesscliffe VH (redundant) – request to gift to the WI*
It was **RESOLVED** to agree to this request. Cllr. Dickinson took no part in the decision.
- h) *Reports of other parish matters*
Deferred.

122/2324 **CORRESPONDENCE –**

- a) *SALC Training Programme 2024*
Noted.
- b) *Notice posted by Little Ness Action Group referencing the parish council*
This item was brought forward and considered immediately after the public session. It was noted that there is no information on who has written the notes. The parish council can't act if can't verify who they are from and if they are a parishioner. The parish council would ask that there are no further anonymous newsletters on the noticeboard. Parishioners can contact the clerk, chair or Ed Potter and they can remain anonymous to the public, should they wish to discuss the issues raised.
- Cllr. Potter is satisfied that the information hasn't been flagged to him or SC as being an environmental or planning issue – if this changed, he would follow this through the appropriate channels, such as planning enforcement.

- c) *Little Ness Village Hall – enquiry about help with repair of the roof*
Deferred.

123/2324 **NEXT MEETING**

- a) *Council Meetings*
- 20th February 2024, 7.30pm, The Old Three Pigeons, Nesscliffe (in absence of other meeting rooms being available)
 - 5th March 2024, 7.30pm, Little Ness Village Hall.
- b) *Items for agenda*
- Deferred items
 - Business Plan
 - Planning application ref 23/05434/OUT - Proposed Residential Development Land South Of, Sandhurst Way, Nesscliffe, Shropshire

Appendix 1: Clerk's Report

<u>Minute ref</u> <u>/Start date</u>	<u>Action</u>	<u>Responsible</u>	<u>Update</u>
41/2223h (July 2022)	Car park – wall damage.	Clerk	Not complete –the wall needs be re-designed. Responsibility of the HA and their insurers. Update Jan 2024 – this matter is with solicitors of the parties concerned.
41/2223h (July 2022)	Crossing signage and associated works	Clerk	Tablet now obtained. Download of data to be done shortly. Times on crossings to be set.
93/2223h (Dec 2022)	School noticeboard on access track	School	School have not installed it yet.
96/2223d (Dec 2023)	Disabled access gates	Clerk/Contractor	The gate is installed – it is currently locked as contractor recommended keeping it out of use until path works done. Path works require good weather and to be done in school holidays – likely to be Feb half term now?
96/2223e (Dec 2022)	Poppies on lampposts	Clerk, Cllr. Turner, Brooks, Peters,	Poppies now removed.
122/2223(e) (Mar 2023)	King's Coronation	Clerk/Cllr. Dickinson	50ps being banked today. Capsule buried and plaque and marker stone to be put in place.
137/2223g (Apr 2023)	Letter re dangerous stretch of A5	Highways England	Awaiting Highways England complete their investigation. The Highways England Route Manager for the area left the organisation before Christmas which has slowed this down. Next course of action to be discussed at the meeting
138/2223 (4) (Apr 2023)	Smartwater	Clerk	I am unclear if council want to pursue this?
138/2223 (8) (Apr 2023)	Place Plan return forms	Clerk	Forms done – need signing off by council then I will submit.
7/2324g (May 2023)	Gigabit broadband	Clerk	CD attended update meeting. Awaiting publication of

			<p>details of installation plans – anticipated early 2024.</p> <p>Consider starting to contact people re registering an interest?</p>
25/2324 (June 2023)	Expenses bank account	Clerk	Application complete – the forms need signing at the meeting so account can be finalised.
26/2324(b) (June 2023)	EMG works	Councillors and Clerk	Quote on the agenda
28/2324(e) (June 2023)	Litter hotspots	Clerk, Cllrs. Dickinson and Diggory	Meeting held with Derek Furlong (SC) who agreed to replace Hopton Lane bin with a covered bin. Not yet installed.
28/2324(f) (June 2023)	<p>Little Ness phone box – re-painting</p> <p>Torn sign on defib case</p>	<p>Clerk</p> <p>Clerk/Cllr. Davis</p>	<p>Works close to completion – weather has delayed it.</p> <p>Cllr. Davis has offered to source a new sign. PC to cover cost.</p>
28/2324 (g) (June 2023)	Website, .gov.uk domain and email system	Clerk	Website spec drafted – defer to March meeting due to extensive January agenda.
37/2324g (July 2023)	Hearing loop Little Ness	Village Hall Committee	The Village Hall committee are keen to pursue this. I have asked them for an update on timescale but none as yet.
38/2324d (July 2023)	CCLA account	Cllr. Peters	On hold as Cllr. Peters leave of absence. Do council wish to delegate this to another councillor?
55/2324h(ii) (Sep 2023)	VOSA site condition	Clerk/National Highways	The site is now part of National Highways. The dumped car has been removed about a new vehicle appeared there recently. Site seems to be used as a litter/toileting/stopping area and still looks unkempt. This has been difficult to pursue as currently no National Highways area officer for Shropshire.
64/2324(b) (Oct 2023)	Dog mess – buy poo bag holders	Clerk	Poo bag holders installed
64/2324 (f)	Nesscliffe Country Park – site meeting with management team	Ed Andrews	Ed Andrews to attend the council meeting to report on progress. Clerk has sent copy

			of snag list and signage report.
64/2324(g) (Oct 2023)	Prescott Surgery – Cllr Brooks to meet with management team re future surgery plans and report back	Cllr. Brooks	An email was recently sent by Nick Bardsley inviting neighbouring parishes to a meeting. Can this item be moved to the standing report item on the surgery rather than being on clerk’s report?
68/2324g (Oct 2023)	Noticeboards -Little Ness VH and Nesscliffe Garage	Clerk	Boards ordered and paid for– delivery time late Feb/early March
68/2324h (Oct 2023)	Business Plan, Vision, Objectives, Action Plan	Clerk and Council	Out for consultation – no responses yet.
68/2324k (Oct 2023)	Christmas – grants for The Three Pigeons and Little Ness VH	Clerk	Awaiting submission of receipts.
81/2324a (Nov 2023)	VAS signs – data to be downloaded	Cllr. Turner	To be done asap.
86/2324b (Nov 2023)	Hedge/highway vegetation review	Clerk	The next step is to write to all properties with overgrown hedges – I’d ask that each councillor looks at one area and gives me names of any properties to write to.
86/2324c (Nov 2023)	Play area repairs – quote for medium risk items at Wilcott	Clerk	Wilcott – quote on agenda.
98/2324c	Mid-year finance check	Clerk/AM/CD	Completed 24 th January and on agenda
101/2324d(i) (Dec 2023)	Defibrillator case Wilcott – gift to community group	Clerk	Now collected.
101/2324d(ii) (Dec 2023)	The Old Three Pigeons – write to thank for providing refreshments on Remembrance Day.	Clerk	Done
101/2324d(iii) (Dec 2023)	Tree branch by school gate – comes over onto The Crescent.	Clerk	Reported.
102/2324a (Dec 2023)	Consultation on Diversion of Bridleway 25B (part), under the provision of the Highways Act s119	Clerk	Comments sent in support, as per minutes.
102/2324b (Dec 2023)	Letter re cost-of-living crisis – reply to say cannot support as not a PC initiative	Clerk	Reply sent.
103/2324b	Clerk to check with village halls re hire charge.	Clerk	Nesscliffe - £20 per meeting. Back payment requested as not billed since April 2019. I need to add up number of meetings and send dates to the hall committee.

			Little Ness - £30 per meeting. Up to date on payment.
	Asset check – report & action re Nesscliffe war memorial	Clerk	Report on agenda as are quotes for Nesscliffe war memorial repairs.
	Community tree planting	Clerk/SC	Clerk has contacted SC to ask if any landowners have come forward. No reply yet
Ongoing	Highways maintenance	Clerk/SC/National Highways/ Cllr. Potter	<p>Please notify me of any issues outstanding.</p> <ul style="list-style-type: none"> - There are continuing issues at The Prill where the gullies do not cope with run off from fields. - Surface damage to the lane at Felton Butler which is due for repair – done? - Lights Off at Felton Butler island – awaiting electric company to reconnect – I have chased this up and will continue to - Burnt out car at VOSA site - removed -Valeswood Lane -Cllr. Potter following up on this with Graham Downes – any update? -Pear Tree Cottage – highways drainage – Clerk and Ed Potter have written to Highways – Graham Downes replied to say drains are being cleaned and assessed. I will seek a further update -Little Ness pavement overgrown – reported but not cleared and now has several large potholes. I will report again and add potholes to report -Little Ness – overgrown tree obstructing bench and signage -clerk to report. -Give way road sign on Sunny Bank obscured by overgrown hedge. -Give way road markings require repainting on all roads

			<p>in Little Ness.</p> <ul style="list-style-type: none">-Road narrows sign on Milford Road to Baschurch needs re-painting.-Footbridge from Wilcot to Nesscliffe- two tiles removed. Clerk to report.-Wilcott Lane - very deep pothole in the lane from the old hotel to the Pentre Road, on the left hand side of the lane going from the old hotel by Corfield House. Clerk to report.
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Appendix 2: Q3 Budget Report and Bank Reconciliation 2023/4

Q3 Budget report and bank reconciliation 2023/4

RECEIPTS						
	Actual 2022/3	Budget 2023/4	Actual Q3 2023/4	Variance £	% budget to date	Variance explanation (if greater than 15% variance from 75% & >£200)
Precept	£31,453.00	£32,291	£32,291.00	£0.00	100%	
Neighbourhood Fund CIL (15%)	£41,882.64	£0	£6,106.61	£6,106.61		
CIL Local	£45,000.00	£0	£0.00	£0.00		
Community donation	£946.86	£0	£0.00	£0.00		
Youth Club	£500.00	£500	£500.00	£0.00	100%	
Interest	£1,295.46	£50	£20.52	£-29.48	41%	Interest due end of March
VAT refund	£0.00	£0	£29,818.68	£29,818.68		
EMG grant	£1,500.00	£1,500	£1,500.00	£0.00	100%	Paid in one payment
Other	£0.00	£0	£435.00	£435.00		
TOTAL RECEIPTS	£122,577.96	£34,341.00	£70,671.81	£36,330.81	206%	
PAYMENTS						
	Actual 2022/3	Budget 2023/4	Actual Q3 2023/4	Variance £	% budget to date	Variance explanation (if greater than 15% variance from 75% & >£200)
Administrative & Establishment Costs:						
Clerk's Salary incl. pension	£14,493.49	£15,982	£13,201.82	£2,780.18	83%	Salary rise
Mileage	£0.00	£50	£0.00	£50.00	0%	
Office Expenses	£338.99	£450	£533.30	£-83.30	119%	
Software	£143.88	£150	£129.90	£20.10	87%	
Training (Clerk/Councillors)	£60.00	£200	£270.00	£-70.00	135%	
Meeting Room hire	£215.00	£150	£0.00	£150.00	0%	
Audit (Internal & External)	£475.68	£500	£620.75	£-120.75	124%	
Insurance	£1,085.10	£1,200	£1,079.95	£120.05	90%	
Subscriptions (SALC & SLCC)	£550.71	£630	£823.94	£-193.94	131%	
ICO Registration	£35.00	£35	£35.00	£0.00	100%	
Election Costs	£200.00	£0	£0.00	£0.00		
GDPR Compliance	£0.00	£155	£290.00	£-135.00	187%	
Newsletter	£152.50	£600	£258.00	£342.00	43%	Cost less than anticipated
Storage	£0.00	£500	£0.00	£500.00	0%	Storage not set up yet
Sub Total Admin & Establishment	£17,750.35	£20,602	£17,242.66	£3,359.34	84%	
Recreation Grounds						
Grounds maintenance	£1,398.00	£1,758	£0.00	£1,758	0%	Billed end of season
Mole clearance	£152.45	£152	£150.00	£2	98%	
RoSPA	£132.95	£250	£134.95	£115	54%	
Interim inspections	£1,356.00	£800	£0.00	£800	0%	
Other maintenance	£1,342.15	£1,000	£346.38	£654	35%	Play area repairs needed at Wilcott.
Replacement equipment/site upgrades	£124.53	£0	£81.00	£-81		
Sub Total Recreation Grounds	£4,506.08	£3,960	£712.33	£3,248	18%	
Street lighting						
Maintenance/inspections	£0.00	£100	£2,073.34	£-1,973.34	2073%	2 columns removed and safety checks
Sub Total Street Lighting	£0.00	£100	£2,073.34	£-1,973.34	2073%	
Nesscliffe Youth Club						
Youth worker	£4,000.00	£4,500	£4,500.00	£0.00	100%	
Sub Total Nesscliffe Youth Club	£4,000.00	£4,500	£4,500.00	£0.00	100%	
Projects & Grants						
British Legion Poppy Appeal	£83.33	£83	£291.45	£-208.12	350%	Purchase of poppies not budgeted.
Portacabin (Electric & clearance of area)	£1,211.88	£0	£883.00	£-883.00		Final elec bill & site clearance/disconnection
Village Hall Donations	£0.00	£1,000	£0.00	£1,000.00	0%	Grant applications not made
GPC grants	£7,019.14	£0	£371.57	£-371.57		Small amounts for projects such as coronation
EMG grant works	£3,330.00	£3,000	£3,955.00	£-955.00	132%	2023/4 will be overspent
Website	£0.00	£1,000	£0.00	£1,000.00	0%	Quotes to be sought
Sub Total Projects & Grants	£11,644.35	£5,083	£5,501	£-417.69	108%	
Asset Management						
Bus shelter cleaning	£200.00	£200	£0.00	£200.00	0%	Not done yet
Bus shelter maintenance	£153.00	£225	£0.00	£225.00	0%	None required as yet
Noticeboard maintenance	£0.00	£0	£511.86	£-511.86		Board in bus shelter - this is the portion funded by M Morris, rest recorded under CIL
War memorials	£0.00	£50	£0.00	£50.00	0%	
Defibrillator maintenance	£1,206.84	£250	£511.65	£-261.65	205%	Consumables needed
Footpath maintenance	£260.00	£205	£0.00	£205.00	0%	Billed end of season
Community land grass cutting	£460.00	£1,120	£0.00			
Great Ness pump & pound, Hopton pumphouse	£305.00	£840	£0.00			Billed end of season
Cleaning of VAS, gateway signs, noticeboards, weeding war memorials	£0.00	£580	£0.00			Billed end of season
Sub Total Asset Management	£2,584.84	£3,470	£1,023.51	£2,446.49	29%	
Other						
VAT	£24,827.42		£4,962.36	£-4,962.36		
Contingency	£0.00		£0.00	£0.00		
Computer equipment	£400.00		£0.00			
Sub Total Other	£25,227.42	£0	£4,962.36	£-4,962.36		
CIL Projects & Community Donation Shrewsbury Homes						BUDGET TO BE COSTED ON CASE BY CASE BASIS
Traffic calming	£144.17		£7,873.62	£-7,874		
Highway improvements	£809.17		£0.00	£0		
Noticeboards upgrades	£10,230.71		£494.04	£-494		
Defibrillator upgrades	£468.17		£0.00	£0		
Nesscliffe playing field, outdoor fitness kit & access track	£83,923.00		£2,021.00	£-2,021		
MUGA	£1,938.86		£0.00	£0		
Community land and car park	£13,422.63		£114.30	£-114		
Sub total CIL/Comm. Donations	£110,936.70	£0	£10,502.96	£-10,502.96		
GRAND TOTAL PAYMENTS	£176,649.74	£37,716	£46,518.18	£-8,802.40	123%	
BANK RECONCILIATION AS AT Q3 31.12.23						
Balance b/fwd from 31st March 2023			£107,919.03			
less payments			£46,518.18			
add receipts			£70,671.81			
BALANCE AS PER CASHBOOK			£132,072.66			
Represented by bank balances		Current a/c	£47,680.27			
		Playing fields a/c	£1,767.06			
		Nationwide a/c	£81,533.40			
		Cambridge a/c	£1,091.93			
		TOTAL BALANCES	£132,072.66			
Less unrepresented payments						
		Total unrepresented payments	£0.00			
Add uncredited receipts						
			£0.00			
		RECONCILED BALANCE AS AT 31.12.23	£132,072.66			
RESERVES						
	Actual balance 31.3.23	Receipts 2023/4	Expenditure 2023/4	Reserves as at Q3 2023/4		
Ringfenced Reserves						
Local Heritage Grant	£163.73	£0.00	£0.00	£163.73		
Parish Plan	£521.00	£0.00	£0.00	£521.00		
Elections	£800.00	£0.00	£200.00	£600.00		
CIL (Neighbourhood Fund element)	£102,047.73	£6,106.61	£5,802.73	£102,351.61		
Community donation	£4,700.23	£0.00	£4,700.23	£0.00		
Transparency Reserve	£400.00	£0.00	£0.00	£400.00		
EMG	£0.00	£1,500.00	£1,500.00	£0.00		
Total Ringfenced Reserves	£108,632.69	£7,606.61	£12,202.96	£104,036.34		
	£22,894.78			£28,036.32		
Total Reserves	£107,919.03			£132,072.66		

Appendix 3: Budget and precept requirement 2024/5

BUDGET 2024-25	
RECEIPTS	Budget 2024/5
Precept	£38,516
Neighbourhood Fund CIL (15%)	
CIL Local	
Community donation	
Youth Club	£500
Interest	£250
EMG grant	£1,500
War memorial grant Nesscliffe	£3,442
Other	
TOTAL RECEIPTS	£44,208
PAYMENTS	Budget 2024/5
Administrative & Establishment Costs:	
Clerk's Salary incl. employer pension and NI	£21,352
Mileage	£0
Office Expenses	£475
Software	£150
Training (Clerk/Councillors)	£250
Meeting Room hire	£150
Audit (Internal & External)	£625
Insurance	£1,100
Subscriptions (SALC & SLCC)	£850
ICO Registration	£35
Election Costs	£0
GDPR Compliance	£300
Newsletter	£50
Storage	£500
Sub Total Admin & Establishment	£25,837
Recreation Grounds	
Grounds maintenance	£2,345
Mole clearance (replacement blades)	£160
RoSPA	£271
Interim inspections	£800
Other maintenance	£1,000
Sub Total Recreation Grounds	£4,576
Street lighting	
Maintenance/inspections	£150
Sub Total Street Lighting	£150
Nesscliffe Youth Club	
Youth worker	£4,725
Sub Total Nesscliffe Youth Club	£4,725
Projects & Grants	
British Legion Poppy Appeal	£100
GPC grants	£500
EMG grant works	£3,400
Website	£300
Sub Total Projects & Grants	£4,300
Asset Management	
Bus shelter cleaning	£210
Bus shelter maintenance	£225
Noticeboard maintenance	£135
Nesscliffe war memorial repairs	£1,000
Defibrillator maintenance incl. annual clean	£320
Footpath maintenance Wilcott to Nesscliffe	£240
Community land maintenance	£1,250
Great Ness pump & pound, Hopton pumphouse	£850
Cleaning of VAS, gateway signs, noticeboards, weeding war memorials	£390
Sub Total Asset Management	£4,620
CIL Projects & Community Donation Shrewsbury Homes	Budgets tbc on a project by project basis
Traffic calming	
Highway improvements	
Noticeboards upgrades	
Defibrillator upgrades	
Nesscliffe playing field, outdoor fitness kit & access track	
MUGA	
Community land and car park	
Sub total CIL/Comm. Donations	TBC
GRAND TOTAL PAYMENTS	£44,208
Precept per Band D Household = £67.54 per annum	