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Our Ref: MD

08 July 2024

**To: All Members of the Parish Council**

Dear Councillor

You are hereby summoned to attend a Meeting of the Parish Council to be held at **Brook House, 18 Shobnall Road, Burton on Trent DE14 2BA** on **Monday 15 July 2024 commencing at 7.00pm** at which the business set out below will be transacted.

Yours sincerely

*MDanby*

**Mary Danby  
Clerk**

**Public Forum**

A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area.

**AGENDA**

- 1. Apologies for absence**
- 2. Declarations of Interest and Dispensations**
- 3. To consider the Minutes of the meeting held on 17 June 2024 (Enclosure 1)**
- 3. Matters arising from the previous meeting**  
**Minute No. 31 (Noticeboard – Shobnall Community Centre**  
DSK Engineering quoted £145.95 plus VAT to supply and fit a new header board for the above noticeboard, delivery was noted as being approximately six weeks.

The above quotation was accepted on 08 July 2024.

### Minute No. 39.3 (Speed limiter road markings on Shobnall Road)

The Clerk contacted the Ward County Councillor asking if he would approach Staffordshire Highways requesting that they paint speed limiter markings on the tarmac surface of Shobnall Road, i.e. indicating the 30mps speed limit to drivers.

Councillor Afsar responded as follows:

*In reply to your email, very shortly there will be a consultation taking place regarding Henhurst Hill, Forest Road and Shobnall Road with safety and speed reducing measures. Residents living in this area will be sent a letter of a Scheme the County is looking to introduce including de-classifying the Weight limit to prevent lorries travelling down here. This has been put off due to Election Purdah and the fact residents might not look at the literature properly and assume it's an election address. Please bear with me, I will update the Parish once the consultation is live.*

#### 4. County and Borough Councillors' reports

#### 5. Financial matters

##### 5.1 Schedule of payments as at 08 July 2024

Payee	Payment Method	Gross £	VAT £	Transaction Detail
HSBC	DD	8.00	0.00	Bank charges
Hardy Signs	BACS	259.20	43.20	Equipment signs
Clerk	BACS	830.68	0.00	Salary and expenses
<b>Total</b>		<b>1,097.88</b>	<b>43.20</b>	

##### 5.2 Bank reconciliation as at 30 June 2024

	£
Current Account	73,143.00
HSBC Business Money Manager Account	30,971.08
	<b>104,114.08</b>

##### 5.3 Earmarked Reserves (EMRs)

Earmarked Reserves	Opening 01/04/2024 £	Movement In funds £	Balance 30/06/2024 £
Elections	9,592.20	0.00	9,592.20
Community projects	35,225.00	0.00	35,225.00
Dallow Lock mural refurbishments	7,675.00	0.00	7,675.00
Replacement IT equipment	5,000.00	0.00	5,000.00
Speed Indication Device	5,555.00	0.00	5,555.00
Benches	9,672.00	(1,882.00)	7,790.00
Shobnall Road surveys	7,525.00	(4,023.00)	3,502.00
	<b>80,244.20</b>	<b>(5,905.00)</b>	<b>74,339.20</b>

5.4 **Income and expenditure as at 30 June 2024 (Enclosure 2)**

6. **Biodiversity: Local councils (Enclosure 3)**

7. **Banking arrangements (Minute No. 28 refers)**

Information has been received via NALC/SPCA regarding the Financial Service Compensation Scheme (FSCS) – see **Enclosure 4**. Taking this information into account, unless the council wishes to do so, there is no requirement to open an account with another banking institution.

8. **Planning matters**

8.1 **Planning applications**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2024/00276	Lovell Homes Lawns Farm Shobnall Road	Display of a non-illuminated banner sign for a temporary period up to 31.10.2025

9. **To receive questions/reports from Parish Councillors**

10. **Correspondence and Circulars**

10.1 **Staffordshire Parish Councils' Association (SPCA)**

The SPCA's Bulletins have been circulated to all Councillors.

**Date of next meeting**

Monday 16 September 2024 commencing at 7.00pm at Brook House, 18 Shobnall Road, Burton on Trent DE14 2BA

**Minutes of a meeting of Shobnall Parish Council  
held at Brook House, Shobnall Road on Monday 17 June 2024 commencing at 7pm**

**Present**

Councillors Dittmer, Hoare, Pennicott and Shilton

**Also present**

ESBC Councillor McKiernan  
Connor Shingler, Nexus Planning  
One member of the public  
Mary Danby, Clerk

**Public Forum**

No comments or questions were received.

**Presentation by Nexus Planning**

Connor Shingler, Senior Planner from Nexus Planning here on behalf of Waldley Ltd. Thank you to Shobnall Parish Council for allowing us to introduce emerging proposals for Land north of Shobnall Road, known locally as Hodges Brickyard.

We are seeking to engage with the parish council and residents in attendance regarding Waldley Ltd's emerging proposals to develop Hodges Brickyard for up to 12 houses. The project is at an early stage and we are keen involve the local community in the process.

For context, Hodges brickyard is located north of Shobnall Road, to the rear of 191 and the TNS convenience store. Hodges Brickyard consists of a hardstanding area which is the part of the site identified for development, with the remainder of the site comprising trees and local fauna that will be retained. It is currently accessed via a private track situated between 190 and 191 Shobnall Road.

The site is located within Flood Zone 1 and therefore presents a low risk of flooding. There are also no nearby heritage assets that would be impacted by the proposals.

Hodges Brickyard has been identified as a Local Green Space within the Shobnall Neighbourhood Plan. We intend to comply with the provisions of the Local Green Space policy by preserving and enhancing Hodges Brickyard. This will be achieved by focusing residential development on the existing hardstanding area and in the process creating connections with adjacent development for existing and future residents through footways, as well as improving the habitat and allowing for public access to the woodland area which is currently inaccessible. We therefore believe that the area of Local Green Space will be both protected and enhanced benefiting the local community.

It is also intended to provide a service road that will serve existing properties 188 Shobnall Road to 9 Forest Road. This will be similar to the existing service road to the south east of Hodges Brickyard currently serving a number of existing properties on Shobnall Road. It is considered that this service road will help alleviate current car parking pressures on Forest and Shobnall Road with residents parking to the rear and also increase the value of the properties it would serve.

Additionally, the proposals are also considered to carry the following benefits:

- Provision of market and policy compliant affordable housing in a sustainable location;
- Increased spending through purchase of goods and services in the local community by future residents.
- Deliverable use for previously developed land which is presently vacant.

As previously mentioned, the project is at a very early stage, we are currently engaging with a project team who will undertake technical work that will inform the design. Following this, we will engage with East Staffordshire Borough Council via the pre-application process to understand their position.

To reiterate, we are very keen to involve the local community in this process, hence why we have sought to introduce the proposals at the earliest opportunity and advise on what we believe to be significant benefits to residents. I will leave my contact details should anyone have any feedback or would like to discuss anything further. Your feedback is very much welcome to Waldley Ltd.

Again, thank you to Shobnall Parish Council for allowing me to introduce proposals for Hodges Brickyard. I look forward to engaging with you again in the future.

**21. Apologies**

Councillor Donlon.

**22. Declarations of Interest and receive written applications for dispensations under the Localism Act 2011**

None were declared.

**23. Minutes**

**Resolved** That the Minutes of the meeting held on 20 May 2024 be approved as an accurate record.

**24. Matters arising**

**Minute No. 7: Traffic Survey Report (Draft)**

**Agreed** that Dynamic Transport Planning:

- Be requested to provide a report in bullet-form outlining the main points of the draft traffic survey report.
- Be asked if they had contacted Strawberries Nursery, Shobnall Road regarding the installation of the noise survey equipment.

**25. Borough Councillor's report**

Councillor McKiernan said that it was a quiet period at the moment due to purdah during the pre-election period.

She gave an insight to the events and visits she had undertaken since being elected Mayor and said that groups and individuals could request a visit to the Town Hall

where they would learn about the Office of the Mayor, it's history and the Civic Insignia.

## 26. Financial matters

### 26.1 Schedule of payments

Payee	Payment Method	Gross £	VAT £	Transaction Detail
MW Cripwell Ltd	BACS	144.00	24.00	Defib inspections
SPCA	BACS	60.00	10.00	Planning training (2 No. delegates)
SLCC Enterprises	BACS	144.00	24.00	Training fee (Clerk)
HMRC	BACS	671.50	0.00	NI/PAYE 1 <sup>st</sup> qtr 2024/25
Clerk	BACS	847.25	0.00	Salary and expenses
HSBC	DD	8.00	0.00	Bank charges
Clive Baker	BACS	50.00	0.00	Design new PC logo
Clerk	BACS	69.24	11.54	Reimbursement: Health & Safety equipment (home office)
Computer Lifeline	BACS	342.00	0.00	Email and domain services – annual subscription
<b>Total</b>		<b>2,335.99</b>	<b>69.54</b>	

**Resolved** That the above payments be approved.

### 26.2 Bank reconciliation as at 31 May 2024

	£
Current Account	75,478.99
HSBC Business Money Manager Account	30,822.00
	<b>106,300.99</b>

**Resolved** That the above was a true record.

### 26.3 Earmarked Reserves (EMRs)

Earmarked Reserves	Opening 01/04/2024 £	Movement In funds £	Balance 31/05/2024 £
Elections	9,592.20	0.00	9,592.20
Community projects	35,225.00	0.00	35,225.00
Dallow Lock mural refurbishments	7,675.00	0.00	7,675.00
Replacement IT equipment	5,000.00	0.00	5,000.00
Speed Indication Device	5,555.00	0.00	5,555.00
Benches	9,672.00	(1,882.00)	7,790.00
Shobnall Road surveys	7,525.00	(4,023.00)	3,502.00
	<b>80,244.20</b>	<b>(5,905.00)</b>	<b>74,339.20</b>

- Resolved** That the EMRs be agreed.
- 27. Receipts/payments to 31 May 2024**  
**Agreed** The report be noted.

**28. Banking arrangements**

Councillors were advised that the council would not be covered by the Financial Services Compensation Scheme (FSCS) if financial firms fail as the combined funds held exceed £85,000.

The Clerk, who is also the council's Responsible Financial Officer, recommended that the council should spread its financial risk by opening an account another bank with instant access to enable funds to be transferred to one of the HSBC accounts as and when necessary.

**Agreed** That the Clerk report on the council's options at the July meeting.

**29. Financial Regulations (Revised)**

**Resolved** That the revised Financial Regulations be approved and implemented with immediate effect.

**30. Defibrillator request**

The landlord of the Oak & Ivy public house, Wellington Street had advised that they have been considering installing a defibrillator as they have a lot of older clientele. They had requested that they be considered as a location for an automatic external defibrillator and heated cabinet under the Parish Council's planned programme for this financial year.

They felt that they are a worthy location for the defibrillator as they are situated in the middle of Wellington Street, an ideal location for the Almshouses, and there is a lot of footfall for the shops over the road and the businesses on Wellington Street Extension, as well as their many customers.

They had confirmed that they would not recharge the Parish Council for the energy costs associated with running the heated cabinet.

**Resolved That:**

- The request be approved
- Marstons be approached for a Licence to install the equipment on the external wall of the premises
- MW Cripwell be asked to quote to supply and install the equipment
- Once installed, the equipment be included on the council's insurance policy and added to the monthly inspections undertaken by MW Cripwell

**31. Noticeboard – Shobnall Community Centre**

Councillors were advised that the window cleaner had reported that the header board on the above noticeboard has begun to rust.

**Resolved** That DSK Engineering be asked for advice on dealing with the rust and if necessary that a replacement header board be supplied and installed.

**32. Proposed installation of a bench on the canal towpath (Minute No. 105.2 (15 April 2024) refers)**

The Canal & River Trust had provided information on the process for requesting the installation of a bench on the towpath, adding that this is done through a standard process where benches are requested, purchased and installed through them.

They ask for a donation of £4000 per bench, this covers the cost of the bench and plaque from their approved supplier, delivery, build and installation, any planning applications needed and maintenance of the bench for the initial period of 4 years.

**Agreed** That, to enable a decision to be made, the Canal & River Trust be requested to provide images of the type of benches that can be supplied.

**33. Dallow Lock mural**

The council received an update from the mural artist, Matt Reeves, which included development images. He apologised for the considerable delay in completing the project saying that other scheduled commitments divert his focus from time to time. He said that he wanted to resist putting an exact date on final delivery but was determined to get the whole project delivered as soon as possible – he offered to return the 50% deposit if this would allay any fears the council may have regarding the project.

**Resolved** That the update be received; the artist be advised that the council were happy with the development images and that there was no need to return the deposit.

**34. ESBC: Separation Distance and Amenity Supplementary Planning Document (SPD) – Consultation**

**Resolved** That the consultation document be received without comment.

**35. Planning matters**

**35.1 Planning applications**

Application No.	Location	Proposal
P/2024/00489	Russell Roof Tiles Ltd Nicolson Way	Application under Section 73 to vary condition 2 (Plans) attached to the planning permission P/2022/01365 for the erection of extensions to tile manufacturing plant and siting of sand and cement silos to amend the design to construct a uniform portal frame extension in lieu of a step down to the roof
No objection		



P/2024/00510	1 Bass Cottages Shobnall Road	Change of use from residential (Class C3) to a House in Multiple Occupation (HMO) (Class C4) (4 bedrooms)
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ Insufficient parking capacity exists for the current occupants of Bass Cottages, it is considered that the proposed change of use will not ease this situation. (Shobnall Neighbourhood Plan, Policy T5 – Parking)</li> <li>▪ The proposed change of use does not meet Shobnall’s particular housing needs (Shobnall Neighbourhood Plan, Policy HD3 – Housing mix)</li> </ul>		
P/2024/00512	12 Bass Cottages Shobnall Road	Change of use from residential (Class C3) to a House in Multiple Occupation (HMO) (Class C4) (4 bedrooms)
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ Insufficient parking capacity exists for the current occupants of Bass Cottages, it is considered that the proposed change of use will not ease this situation. (Shobnall Neighbourhood Plan, Policy T5 – Parking)</li> <li>▪ The proposed change of use does not meet Shobnall’s particular housing needs (Shobnall Neighbourhood Plan, Policy HD3 – Housing mix)</li> </ul>		
P/2024/00544	40 Edward Street	Retention of two flats (Revised)
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ Insufficient parking capacity exists on Edward Street, it is considered that the proposed change of use will not ease this situation. (Shobnall Neighbourhood Plan, Policy T5 – Parking)</li> <li>▪ Lack of amenity space</li> </ul> <p>Query: Should a fire escape be provided for use in an emergency?</p>		

**35.2 Planning appeal decision: P/2022/01325**

**Resolved** That the Planning Inspector’s decision to dismiss the appeal be noted.

**36. Councillors questions/reports**

36.1 Councillor Hoare asked for advice regarding a neighbour’s planning query. She was advised to contact ESBC Councillor Walker for assistance in taking the resident’s concerns to ESBC.

36.2 Councillor Hoare asked when the fence on Shobnall Road (rear of Butler Court, where a vehicle had left the road) would be repaired.

**Post meeting note:** Councillor Shilton confirmed that he had been advised that ESBC are responsible for the railings, the Clerk agreed to approach ESBC for an update.

36.3 Councillor Hoare reported that she had seen a teenager using a mobility scooter at speed on the canal towpath.

**37. Correspondence and Circulars**

**37.1 Staffordshire Parish Councils' Association (SPCA)**

The SPCA's Bulletins had been circulated to all Councillors.

**37.2 Highways England**

The A38 Traffic Management Bulletins had been circulated to all Councillors. **Agreed** that future bulletins cease to be circulated as the work area no longer impacted on the Parish.

**37.3 Staffordshire County Council (Legal Services):**

**File closure - Claimed public footpath between PF11 Outwoods Parish and PF3 Shobnall Parish**

Councillors were advised that the Report regarding this application was delegated to the Director for Strategy, Governance and Change as set out in the County Council's Constitution for a decision. On 16 July 2018 the Director gave his decision that there was sufficient evidence on the basis of reasonable allegation that the route existed.

An Order was drafted and sealed on 20 September 2022 and published on 10 October 2022 in the Burton Mail. The landowner raised an objection, and the matter was referred to the Planning Inspectorate on 17 March 2023.

On 08 February 2024 the Planning Inspectorate on behalf of the Secretary of State forwarded its decision. Whilst based on the evidence, Staffordshire County Council was obliged under S53(2)(b)(i) to make an Order which was based on reasonable allegation, for an Order to be confirmed the standard of proof is higher and the evidence required that a right of way exists needs to be on the balance of probabilities. The Inspectorate concluded on the balance of probabilities that there was insufficient evidence and that the Order should not be confirmed.

The Planning Inspectorate have not confirmed the Order and therefore this application to add a public footpath between PF11 Outwoods Parish and PF11 Shobnall Parish to the Definitive Map and statement will not proceed.

The deadline for any appeal has now ended and there is no further right of appeal and this matter is now concluded, and the file would be closed.

**Resolved** That the information be noted.

**38. Exclusion of the Press and public**

**Resolved** That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as amended by Section 100 of the Local Government Act 1972), the Press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

**39. Quotations**

**39.1 Equipment signage**

**Resolved** That Hardy Signs quotation in the sum of £216.00 plus VAT to supply 20 No. equipment signs be accepted. **It was further resolved** that MW Cripwell be asked to install the signs.

**39.2 SID Post signage**

**Resolved** That Staffordshire Signs quotation in the sum of £40.00 plus VAT to supply 2 No. self-adhesive decals be accepted.

**39.3 Wheelie bin stickers**

**Resolved** That the quotation obtained from [www.smartwheelie.co.uk](http://www.smartwheelie.co.uk) not be progressed and that Staffordshire Highways be asked if it would be possible to put speed limiter road markings on Shobnall Road instead as it is felt that these would be more effective than the bin stickers.

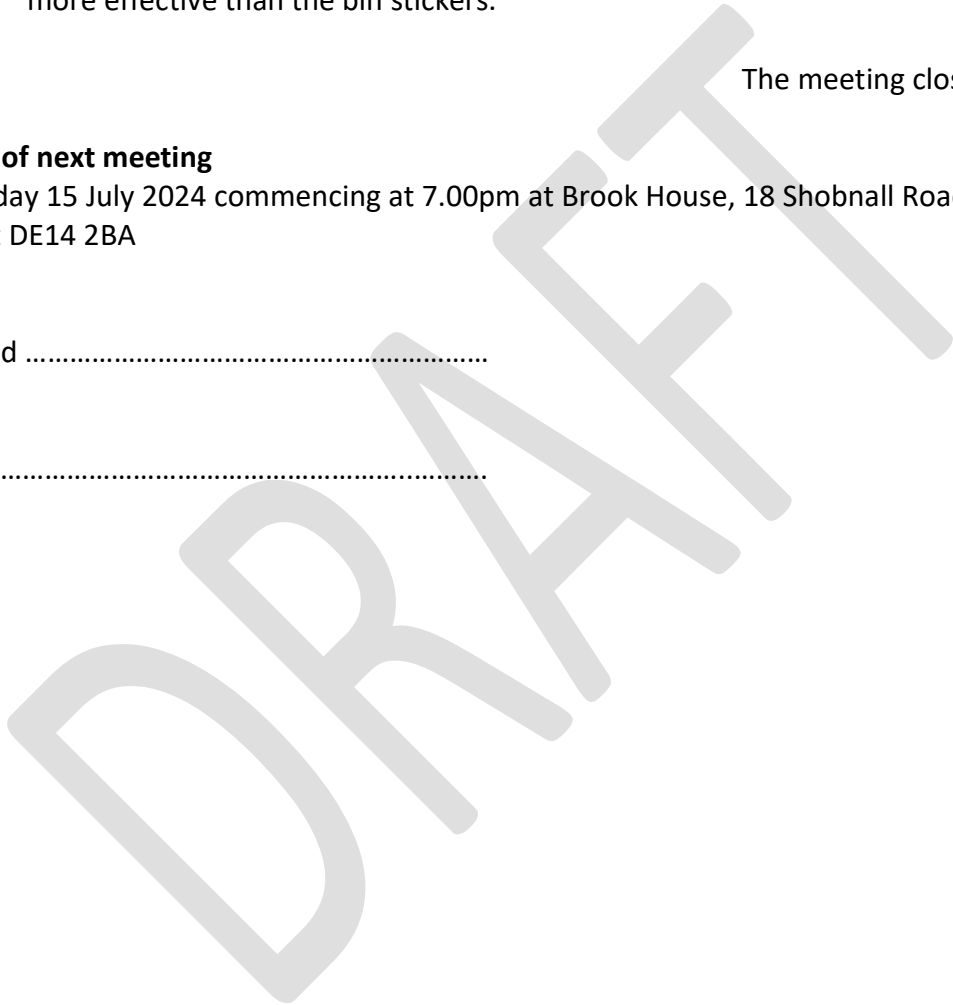
The meeting closed at 8.35pm

**Date of next meeting**

Monday 15 July 2024 commencing at 7.00pm at Brook House, 18 Shobnall Road, Burton on Trent DE14 2BA

Signed .....

Date .....



## Detailed Receipts &amp; Payments by Budget Heading 30/06/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1076 Precept	19,723	39,445	19,723			50.0%	
1077 Council Tax Support Grant	1,049	2,098	1,049			50.0%	
1090 Interest Received	149	400	251			37.3%	
Income :- Receipts	<b>20,921</b>	<b>41,943</b>	<b>21,022</b>			<b>49.9%</b>	<b>0</b>
<b>Net Receipts</b>	<b>20,921</b>	<b>41,943</b>	<b>21,022</b>				
<u>110 Employee Costs</u>							
4000 Clerk's Salary	2,915	12,012	9,097		9,097	24.3%	
4010 Employer's NI	89	330	242		242	26.8%	
4025 Staff Mileage & Benefits	67	100	33		33	66.6%	
4030 Use of Home as Office	33	134	101		101	24.9%	
4055 Staff: Other Expenses	65	0	(65)		(65)	0.0%	
Employee Costs :- Indirect Payments	<b>3,169</b>	<b>12,576</b>	<b>9,407</b>	<b>0</b>	<b>9,407</b>	<b>25.2%</b>	<b>0</b>
<b>Net Payments</b>	<b>(3,169)</b>	<b>(12,576)</b>	<b>(9,407)</b>				
<u>120 Annual Running Costs</u>							
4200 Highway Lighting: Maint. Costs	0	40	40		40	0.0%	
4210 Subscriptions & Memberships	837	805	(32)		(32)	104.0%	
4230 Computer Lifeline	342	410	68		68	83.4%	
4235 RBS Accounts support	192	192	0		0	100.0%	
4240 Website	95	100	5		5	95.0%	
4250 IT Software	163	250	87		87	65.2%	
4260 Insurance	0	450	450		450	0.0%	
4270 Audit Fees	210	480	270		270	43.7%	
4280 Payroll Services	0	110	110		110	0.0%	
4290 Data Protection fee	0	35	35		35	0.0%	
Annual Running Costs :- Indirect Payments	<b>1,839</b>	<b>2,872</b>	<b>1,033</b>	<b>0</b>	<b>1,033</b>	<b>64.0%</b>	<b>0</b>
<b>Net Payments</b>	<b>(1,839)</b>	<b>(2,872)</b>	<b>(1,033)</b>				
<u>130 Administration Expenses</u>							
4300 Printing & Stationery	196	300	104		104	65.2%	
4303 Council mobile	46	195	149		149	23.5%	
4305 Publications	0	200	200		200	0.0%	
4310 Postage	73	400	327		327	18.4%	
4320 Room Hire	0	275	275		275	0.0%	
4330 Refreshments	5	50	45		45	9.1%	
4340 Training & Conference	170	625	455		455	27.2%	

## Detailed Receipts &amp; Payments by Budget Heading 30/06/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4350 Bank Charges	24	100	76		76	24.0%	
4360 s137 Grant Aid	0	6,000	6,000		6,000	0.0%	
4990 Sundries	11	200	189		189	5.4%	
Administration Expenses :- Indirect Payments	<b>524</b>	<b>8,345</b>	<b>7,821</b>	<b>0</b>	<b>7,821</b>	<b>6.3%</b>	<b>0</b>
<b>Net Payments</b>	<b>(524)</b>	<b>(8,345)</b>	<b>(7,821)</b>				
<u>145 Defibrillators</u>							
4450 Defibrillators	3,986	7,300	3,314		3,314	54.6%	
4456 Defibrillators R&M	240	2,880	2,640		2,640	8.3%	
4457 Defibrillators - call outs	58	270	213		213	21.3%	
4458 Replacements pads/batteries	0	500	500		500	0.0%	
Defibrillators :- Indirect Payments	<b>4,284</b>	<b>10,950</b>	<b>6,666</b>	<b>0</b>	<b>6,666</b>	<b>39.1%</b>	<b>0</b>
<b>Net Payments</b>	<b>(4,284)</b>	<b>(10,950)</b>	<b>(6,666)</b>				
<u>147 Noticeboards</u>							
4500 Noticeboards	25	0	(25)		(25)	0.0%	
4505 Noticeboards R&M	0	50	50		50	0.0%	
Noticeboards :- Indirect Payments	<b>25</b>	<b>50</b>	<b>25</b>	<b>0</b>	<b>25</b>	<b>50.0%</b>	<b>0</b>
<b>Net Payments</b>	<b>(25)</b>	<b>(50)</b>	<b>(25)</b>				
<u>149 Dallow Lock mural</u>							
4600 Cleaning mural/noticeboard	100	200	100		100	50.0%	
4601 Mural R&M	0	500	500		500	0.0%	
Dallow Lock mural :- Indirect Payments	<b>100</b>	<b>700</b>	<b>600</b>	<b>0</b>	<b>600</b>	<b>14.3%</b>	<b>0</b>
<b>Net Payments</b>	<b>(100)</b>	<b>(700)</b>	<b>(600)</b>				
<u>150 Projects</u>							
4703 Replacement bleed control kits	0	200	200		200	0.0%	
4995 Contingency	50	5,000	4,950		4,950	1.0%	
5400 Project Work	5,905	1,250	(4,655)		(4,655)	472.4%	5,905
Projects :- Indirect Payments	<b>5,955</b>	<b>6,450</b>	<b>495</b>	<b>0</b>	<b>495</b>	<b>92.3%</b>	<b>5,905</b>
<b>Net Payments</b>	<b>(5,955)</b>	<b>(6,450)</b>	<b>(495)</b>				
6000 plus Transfer from EMR	5,905						
<b>Movement to/(from) Gen Reserve</b>	<b>(50)</b>						

## Detailed Receipts &amp; Payments by Budget Heading 30/06/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>999 VAT Data</u>							
115 VAT on Receipts	2,426	0	(2,426)			0.0%	
VAT Data :- Receipts	<u>2,426</u>	<u>0</u>	<u>(2,426)</u>				<u>0</u>
515 VAT on Payments	2,189	0	(2,189)		(2,189)	0.0%	
VAT Data :- Indirect Payments	<u>2,189</u>	<u>0</u>	<u>(2,189)</u>	<u>0</u>	<u>(2,189)</u>		<u>0</u>
<b>Net Receipts over Payments</b>	<u>237</u>	<u>0</u>	<u>(237)</u>				
Grand Totals:- Receipts	23,347	41,943	18,596			55.7%	
Payments	18,085	41,943	23,858	0	23,858	43.1%	
<b>Net Receipts over Payments</b>	<u>5,261</u>	<u>0</u>	<u>(5,261)</u>				
plus Transfer from EMR	5,905						
<b>Movement to/(from) Gen Reserve</b>	<u>11,166</u>						

**Shobnall Parish Council**  
**15 July 2024**

**Agenda item no.7**  
**Biodiversity: Parish Councils**

(Courtesy of the National Association of Local Councils' (NALC))

**Introduction - Statutory Duty**

Under the 2021 Environment Act, public authorities (including town and parish councils) operating in England must consider what they can do to conserve and enhance biodiversity.

Government guidance published on 17 May 2023 clarifies that, as a public authority, town and parish councils must:

- Consider what they can do to conserve and enhance biodiversity.
- Agree policies and specific objectives based on their consideration.
- Act to deliver their policies and achieve their objectives.

Town and parish councils, unlike other authorities, are not obliged to publish a report on their actions, but the Government guidance requires all public authorities to complete their first consideration of what action to take for biodiversity. They must agree their policies and objectives as soon as possible and may reconsider the selected actions within five years of completing their previous consideration, or more frequently if they choose.

To comply with the guidance, town and parish councils could as a minimum:

- Have biodiversity as an agenda item for a meeting as soon as possible.
- Note what action in respect of biodiversity is already taking place locally.
- Agree what further steps to take at this stage.

Such steps may include:

- Reviewing what biodiversity or nature recovery plans are already in place from other local authorities.
- Making contact with local voluntary groups working on nature conservation.
- Carrying out a biodiversity audit of council landholdings and/or the whole council area
- Gathering expert advice on possible actions in support of biodiversity.
- Drafting an action plan that covers action that the council will take itself as well as support for the actions of other local bodies.

Whatever action is agreed, as a minimum local councils could ensure they address biodiversity concerns when commenting on planning applications. All these steps may inform an agreed biodiversity policy for which a model example is attached.

Guidance for town and parish councils on developing a local nature action plan has been published by South Gloucestershire Council, as well as a field guide for those with little or no ecological background.

## **Shobnall Parish Council Biodiversity Policy (draft)**

In accordance with the Duty imposed on parish councils by Section 40 of the Natural Environment and Rural Communities Act (NERC) 2006, updated by Section 102 of the Environment Act 2021, Shobnall Parish Council will in exercising all its functions have regard to the purpose of conserving biodiversity.

Biodiversity means the variety of life around us and includes every species of plant and animal, the genetic material that makes them what they are, and the communities that they form. Biodiversity is essential in sustaining the living networks, or 'ecosystems' that provide us all with health, wealth, food and the vital services our lives depend on. It is a core component of sustainable development, underpinning economic development and prosperity.

As Shobnall Parish Council neither has, nor manages, land or buildings it cannot be an initiator of biodiversity strategies. However, the Parish Council will be expected, if appropriate, to influence what is called 'biodiversity net gain' by encouraging others in its area.

To help Shobnall Parish Council meet its Biodiversity Policy:

- The Parish Council, when commenting on planning applications, will support site and building design that benefits biodiversity through the conservation and integration of existing habitats or provision of new habitats. It will support protection of sensitive habitats from development and will consider whether the development would mean the loss of important habitats for wildlife in respect of all applications.
- The Parish Council undertakes to work in partnership with other organisations to protect, promote and enhance biodiversity within areas of the Parish.
- The Parish Council will, wherever possible, raise public awareness of biodiversity issues. The Parish Council will communicate information and raise awareness of biodiversity through its website.

This Policy was adopted by Shobnall Parish Council on xxx and will be reviewed every five years at the Annual Parish Council Meeting.



**Action Plan (Draft)  
(Courtesy NALC)**

<b>Site/ Objective</b>	<b>Action</b>	<b>Outcome</b>	<b>Target (Years)</b>	<b>Reporting/ Publicity</b>
Whole council area	Raise local awareness of biodiversity.	Gain local support for action.	Ongoing	Website
The Built Landscape	Ensure that planning consultations are considered against the requirements of the Neighbourhood Plan  Encourage hedgehog/small animal highways with permeable boundaries	Protecting/enhancing habitats  Extending habitats.	Ongoing	
Increase community awareness of biodiversity	Ask residents for their views on what they would like to be done to conserve biodiversity within the parish.  Raise awareness of the importance of gardens as habitats for wildlife.  Create a page on the parish council website for photographs/information/links  Provide seed bombs/bulbs, etc for residents' use.	Engagement/ownership of biodiversity  Promote biodiversity.  Promote biodiversity.  Extending habitats.	Ongoing	
Support Community Projects	Support hedge/tree planting in any appropriate areas.  Work in partnership with the school to develop young people's awareness of the environment around them.  Consider events and offer volunteering opportunities to support biodiversity, working with local organisations.	Extending habitats.  Promote biodiversity.  Promote biodiversity.		

17 June 2024

## Financial Services Compensation Scheme

At least one bank has written to parish councils saying that it believes that they are no longer covered by the Financial Services Compensation Scheme (FSCS). This seems to be a mistake, as the FSCS standard conditions have not changed and still say: “FSCS does not protect deposits made by a public authority (including a parish council), unless it is a small local authority with an annual budget of up to EUR500,000” (about £430,950 using the required 3 July 2023 exchange rate).

Not all deposits are covered by the FSCS. For example, Gilts are backed by the UK government, while money market funds spread their risk by placing deposits with many different banks to minimise the impact of one bank failing. Non-UK bank deposits are generally covered under a reciprocal agreement with their own country.

The Prudential Regulation Authority (PRA) Rulebook says:

“A firm, must at least annually, take reasonable steps to confirm that a depositor that it has classified as a small local authority continues to be a small local authority, using the exchange rate prevailing on the 3 July immediately preceding the date on which any confirmation is undertaken”.

[Depositor Protection | Prudential Regulation Authority Handbook & Rulebook](#)

The PRA has also advised that “it is acceptable for firms to rely upon a reasonable estimate provided by the local authority of its annual budget, which could for example be based on the previous year’s budget. The PRA expects a firm to take reasonable steps to ascertain a local authority’s budget, but where a firm has been unable to determine if a local authority is eligible, it should be treated as a public authority” (i.e. no cover).

[ss1815-june-2023.pdf \(bankofengland.co.uk\)](#)

The scheme doesn’t define “annual budget” but if a council is receiving and spending sizeable CIL receipts, we would expect to see that included. Councils should ensure that they publish their budget online (in accordance with their publication scheme).

### **Disclaimer**

This guidance is issued to assist councils in understanding the legislation and guidance. It is not a statement of law, nor does it account for individual circumstances. Councils should seek professional advice if they are uncertain. The Parkinson Partnership LLP accepts no liability for any loss arising from situations where councils have not followed the relevant law and guidance.

**Enclosure 4**