



Wem Rural Parish Council

Freedom of Information – Disclosure Log

September 2015

Since 1 January 2005 the Freedom of Information Act has provided any enquirer with a statutory right of access to the information held by Wem Rural Parish Council, subject to a number of exemptions which may be applied to protect information which needs to be kept confidential. Many request for information can be answered by information already available on the website.

Below are requests received for information and responses provided. The information posted in this section gives the nature of the request and the response but does not provide details of those making the requests. Please note that the disclosure log does not give access to everything that has been released under the Freedom of Information Act but an indication of the response.

No	Date Received	Request	Response	Date responded
8	2 Sept 2015	1. The dates on which each Cascade Stage commenced for the letting of properties on Round Meadow. 2. The number of properties let under each Cascade.	1. There are no records held other than the Minutes of the Round Meadow Wem Community-Led Housing Project Steering Group meeting of 4 December 2014 and the Minutes of the Parish Council meeting of 6 January 2015. These are available on the Parish Council's website: ://www.wemrural-pc.gov.uk/round-meadow-steering-group/ http://www.wemrural-pc.gov.uk/your-parish-council/meeting-dates/meeting-papers/ 2. There are no records held.	9 Sept 2015
7	20 Feb 2015	I understand there was an open day/ viewing opportunity offered on Thursday 19th February 2015 for the Round	There are no records held.	4 March 2015

		Meadow/ Soulton Road Community Led Housing Project that is being delivered in partnership between Wem Rural Parish Council and Severnside Housing. Please can you provide me with the number of members of the public or prospective applicants that attended this event.		
6	17 Feb 2015	<p>1.The dates the first, second and third phases of offer of properties at Round Meadow Community Led Housing Project Rural Parish.</p> <p>2.How many properties and the type and size of properties included in each phase.</p> <p>3. How many applications to Wem Rural Parish Council have been made in respect of each phase, from the start of each 10 week cascade period, until today's date (17/2/2015) for verification of having a Local Connection.</p> <p>4.How WRPC determine at the conclusion of the first 10 week offer period for each phase, whether the second cascade offer shall be commenced.</p>	<p>1.There are no records held other than the Minutes of the Round Meadow Wem Community-Led Housing Project Steering Group meeting of 4 December 2014 and the Minutes of the Parish Council meeting of 6 January 2015. These are available on the Parish Council's website: http://www.wemrural-pc.gov.uk/round-meadow-steering-group/ http://www.wemrural-pc.gov.uk/your-parish-council/meeting-dates/meeting-papers/</p> <p>2. As confirmed in the Parish Council's Rural Review February 2015 edition. This is available on the Parish Council's website: http://www.wemrural-pc.gov.uk/hot-news/newsletters/</p> <p>3. There are no records held.</p> <p>4. There are no records held.</p>	4 March 2015
5	5 Feb 2015	Please could you direct me to the first time a reference to phasing was made. I do not recall it being included in any of the planning papers nor the s106 agreement. It is certainly not the intention of Shropshire Council. Can you also provide me details as to when WRPC adopted any phasing proposal by severnside, and what process was carried out to endorse that proposal.	<p>Minutes of the Soulton Road, Wem Community-Led Housing Project Steering Group Meeting Thursday 6 February 2014. These are available on the Parish Council's website: http://www.wemrural-pc.gov.uk/round-meadow-steering-group/</p> <p>The Parish Council noted these minutes at its meeting of 4 March 2014. The minutes are available on the Parish Council's website: http://www.wemrural-pc.gov.uk/your-</p>	4 March 2015

			parish-council/meeting-dates/meeting-papers/ Email received from Shropshire Council's Enabling Team dated 21 January 2015: "... have discussed the issue in respect of tenants moving in when the site is completed. We cannot see why the dwellings cannot be occupied as and when the individual dwellings are completed, obviously subject to Health and Safety."	
4	5 Feb 2015	<p>1. Full particulars of the errors contained in the plans submitted boundaries of the development site, identified in Carole Warner's content of which reads: <i>Hi I have spoken to Helen Pugh to find out if consent has not yet been signed. You will recall that Severns Helen has advised that the delay has been caused by an incorrect official boundary was slightly larger.....'</i></p> <p>2. Whether any amended / corrected plans were deposited on the Public Planning Register. Please provide details of the incorrect boundary line and the corrected boundary line.</p> <p>3. Whether any on-site checks have been carried out since these errors were identified, to ensure full adherence to the corrected plans, if so when and by whom such checks were carried out. Whether any on-site marking of the correct boundary has been made, if so when and by whom, and the form that such marking takes.</p> <p>4. A copy of the statement read out by Cllr Parsons (WRPC) at the meeting of the North Area Planning Committee in August 2013, and which I believe was circulated to Members of the Committee by Carole Warner, Clerk to WRPC, in advance of the meeting.</p> <p>5. Copies of all Soulton Road / Round Meadow Steering Group agenda and minutes since the commencement of this project until present date. (Copies have been removed from WRPC website).</p> <p>6. Full particulars regarding the loss / destruction of records by WRPC, of a meeting held at 1 Ash Grove, Wem in August 2014 when persons present were Neil Robinson,</p>	<p>1. There are no records held</p> <p>2. There are no records held</p> <p>3. There are no records held</p> <p>4. Statement attached</p> <p>5. These are available on the Parish Council's website: http://www.wemrural-pc.gov.uk/round-meadow-steering-group/</p> <p>6. The Parish Council's Chair's email to you dated 20 February 2015. Mr Bob Parsons confirmed in writing on 27 January 2015 "I have no written hardcopy correspondence</p>	4 March 2015

		<p>Cllr Tim Wilton-Morgan & Cllr Bob Parsons. Written records of the meeting were taken by Cllr Bob Parsons.</p> <p>7. Copies of all records, plans, documents and data relating to the surface water intercept drains requested by Shropshire Council for the areas of the development site situated to the east side of the houses along the boundary with Ash Grove access road and the boundary with the gardens of no.1 Ash Grove.</p> <p>8. Copies of all records, plans, documents and data relating to the surface water intercept drains requested by Shropshire Council for the areas of the development site situated to the rear of the terrace of houses situated along the north side of the site, and leading down to the ditch running along the north side of the site.</p>	<p>or notes relating to WRPC”</p> <p>7. There are no records held</p> <p>8. There are no records held</p>	
3	2 Nov 2014	<p>Records relating to briefing, training and other communication given by the Clerk to Councillors on planning matters generally and specific to the Paddol Green application and the Souldon Road application.</p>	<p>Copies of emails confirming:</p> <ul style="list-style-type: none"> • date of training, attaching and linking background papers and documents to read and attaching documents requested by Councillors following the training. • visit to site of Paddol Green application • action taken and updates of progress of the Souldon Road application. 	21 Nov 2014
2	18 Sept 2014	<p>An extract from the webpage appears below: <i>Sevenside Housing can only build new houses when land owners make land available to them. As a Housing Association Sevenside is restricted in the amount it can offer land owners for a site. It cannot pay open market development values. Therefore, land owners who approach Sevenside are normally driven by social rather than economic reasons.</i></p> <p>Please provide the following information:</p> <p>1. In respect of the above extract statement, previously confirmed as being authored by the Clerk to WRPC, what data was used to reach a conclusion shown in the final sentence of this statement?</p>	<p>There are no records held.</p>	13 Oct 2014

		<p>2. What was the sample size of cases making up this dataset?</p> <p>3. Who gathered this data?</p> <p>4. Was any verification of data undertaken by WRPC before publication of this statement? If so, what format did verification take?</p> <p>5. What do WRPC define as 'social' reasons, as contained in the final sentence?</p>		
1	2 June 2014	<p>1. The date WRPC was approached by Severnside Housing in respect of a partnership or other such joint working for the Soulton Road Community Led Housing Project.</p> <p>2. The method of communication of 1. above. If initial communication by telephone or other verbal method, please provide a copy of the memorandum / file note of the call. If by written means, please provide a copy of the written document.</p> <p>3a. The date and process by which it was decided that WRPC would pursue the partnership working with Severnside.</p> <p>3b. The date and method by which plans were provided by Severnside Housing to WRPC and whether those plans showed the re-profiling/raising of ground levels.</p> <p>3c. If ground level reprofiling/raising was not provided for in 3b, please provide details of the date and method that this information became known to WRPC, and whether it was communicated to all Councillors.</p> <p>4. The date and process by which it was decided that WRP Councillors would 'door knock' in the community. Please provide details of all records made during those visits.</p> <p>5. The date that the WRPC webpage dedicated to Soulton Road Community Led Housing Project went live.</p> <p>6. The process by which the content of the webpage in 5. above was decided.</p> <p>7. The names and positions held of the author(s) of the</p>	<p>1. 29 August 2012</p> <p>2. Copy of the information held was enclosed</p> <p>3a. 6 November 2012</p> <p>3b. 8 March 2013 for the Steering Group and yes</p> <p>3c. No response required</p> <p>4. 18 December 2013. There is no record held of the 'process'. Copy of the information held regarding visits was enclosed.</p> <p>5. 11 February 2013</p> <p>6. There is no record held.</p> <p>7. Carole Warner, Clerk to the Parish Council</p>	27 June 2014

	<p>webpage referred to in 5 & 6 above.</p> <p>8. The number of members of the public/community (other than WRPC Councillors or Officers) present at the public meeting held in January 2013 at Edinburgh House, Wem, in which the Soulton Road Community Led Housing Project was presented to the community.</p> <p>9. The number of comments of support made by the public/community (other than WRPC Councillors or Officers)) at the meeting referred to in 8. above.</p> <p>10. The number of members of the public/community (other than WRPC Councillors or Officers) attending the public event at Wem Cricket Club in April 2013.</p> <p>11. The number of members of the public/community in 10 above (other than WRPC Councillors or Officers) who supported the Soulton Road Community Led Housing Project. Please provide detailed evidence of the support made.</p> <p>12. The number of letters, emails, telephone call or other communications received by Wem Rural Parish Council (other than from WRPC Councillors or Officers), in support of the Soulton Road Community Led Housing Project during the period 1st January 2013 and 1st June 2014. Please provide copies of all such communications, or copies of the file notes/memoranda recording their receipt.</p> <p>13. Copies of all written communications, and records of filenotes/memoranda of non-written communications between WRPC, Shropshire Council and Severnside Housing in connection with the offer of, application for and approval/award of the grant to WRPC of £3000 per dwelling in respect of the Soulton Road Community Led Housing Project.</p>	<p>8. The report of the meeting held on 29 January 2013 state 'Members of the Public: approx. 30'.</p> <p>9. There is no record held.</p> <p>10. There is no record held.</p> <p>11. There is no record held.</p> <p>12. There is no record held other than the minute SG09/13 of the Steering Group meeting held on 12 March 2013.</p> <p>13. Copy of the information held was enclosed.</p>	
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