**DIDDLEBURY PARISH COUNCIL**

**Chairman: Cllr D Hedgley**

Clerk: Mrs Jean de Rusett, The Grange, Leinthall Earls, Leominster, Herefordshire HR6 9TS Tel: 01568 770640 "e" mail address: diddleburypc@gmail.com

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**MINUTES**

**Of the Parish Council Meeting**

**held on Wednesday 25th July 2018 at Diddlebury Village Hall**

**089/18: Present and apologies for absence**

 Cllr. D Hedgley - Chairman, Cllr. Robert Povall, Cllr. A Watson, Cllr. T O'Boyle, Cllr. K Worthington, Cllr. S Povall, Cllr. M Thomas, Cllr. M. Woodhouse and Cllr. S Thomas

**In attendance**:

The Clerk, Unitary Cllr. C Motley and eight members of the public

**090/18: Declarations of Interest relating to this meeting.**

Members are requested to declare any Disclosable Personal or Pecuniary Interests they may have in matters to be considered at this meeting in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

No Declarations of Interest were made.

**091/18: Public involvement session:**

No matters were raised that were not dealt with elsewhere on the Agenda.

**092/18: Approval the Minutes of the Meeting all held on 27th June 2018**

The Minutes of the 27th June 2018 Meeting were considered by the councillors**:**  no amendments were made.

 Cllr. R. Povall **Proposed** that the Minutes be approved as a correct record of the meeting.

Cllr. Worthington **seconded** the proposal

**Vote:** With one abstention the Minutes were approved and duly signed by the Chairman

**093/18: Matters arising from the Minutes of the Parish Council Meetings on 27th June 2018 not dealt with elsewhere on the Agenda**

028/18/1 – The Silent Soldier

The Chairman confirmed the Silent Soldier has now been erected next to the War Memorial. Only one donation was received from parishioners and a further plea for funds is to be made.

075/18

The Clerk will pursue the issue of the telephone box in Mill Lane being out of order.

085/18/4

The Chairman confirmed the briefing paper on tree applications has been posted on the parish council’s website.

**094/18 – Reports**

 094/18/1 – Chairman’s Report

The Chairman reported on his recent parish council activities, which included:

Corresponding with Severn Trent Water and the SC Highways Department about the road closures between Peaton and Stanton Lacy.

He reported on the Broadband roll-out. Due to BT’s failure to provide Broadband some residents in Bouldon have been given grants to obtain Broadband service from SWS and are now connected and getting good speeds.

He has been in negotiations with the Revd. Beesley about the Silent Soldier and it has now been erected adjacent to the war memorial and will remain there for six months.

094/18/2 – Unitary Councillor’s Report

Cllr. Motley advised that she too has taken up the issue of Severn Trent’s road closures in the Corvedale. She regretted having to report that Lisa Bedford is leaving Shropshire Council’s Enablement Team due to the uncertainty which has surrounded her post for many months. She will be sorely missed. It was agreed that DPC send Lisa a letter thanking her for her help over many years and to wish her luck in the future.

Cllr. Motley reported on the “Peer Review Challenge” SC underwent in April. The resulting feedback made useful recommendations but stated SC lacked both a vision and a strategy: she has been asked to conduct a review of the recommendations.

She has been busy with various community overview scrutiny groups. They have looked at transport issues and are tackling the new suggestion that community transport drivers must have the same qualifications as public service vehicle drivers: this is still under review. Her Task & Finish Group have been looking at funding for rural transport – which has received no increase for twelve years. RSN have been pursuing this and the Department of Transport are looking into it.

She has also been working with two small groups on rural housing and the design of housing for rural areas. It is hoped that information about the Environmental Grants will be available at the end of July.

094/18/3 – Diddlebury Village Hall Report

Cllr. Worthington reported that the committee are still pursuing grants for landscaping and resurfacing the car park area. The hall is generating a lot of use: it is estimated 1700 people have attended events since the hall re-opened.

094/18/4 – Flood Action Group

Cllr. O’Boyle reported that a litter-pick along the banks of the Diddle Brook from Mill Lane to the Corve and also the Pye Brook in Peaton had successfully removed from the environment quantities of plastic which would otherwise have found its way to the sea. He thanked everyone who took part in the litter-pick.

The repairs to the bridge in Mill Lane are now nearly complete and de-silting operations by the bridge have been completed. An application is being made to the Skipton Building Society for a £500 grant. Geoff Neden is arranging a visit for locals to view the leaky dams: this will be in the afternoon of 5th September: further details will be on the FAG website.

A Flood Resilience Report has been finalised and distributed. The FAG received a letter from Dr. Therese Coffey, MP of DEFRA acknowledging the Slow the Flow work carried out in this area. The FAG is taking part in a survey run by the University of Cranfield to assist newly formed FAG’s.

**095/18 – Planning application**

**18/02934/FUL** – an application for the erection of a two-storey, three-bedroom, dwelling, detached garage with rooms above and the installation of a septic tank or treatment plant on land at Lower Corfton south of the B4368.

The Chairman advised this is a revised application following 16/03699/FUL where SC granted permission for a much larger five-bedroom house and garage occupying different positions on the plot.

The Chairman and Cllr. S Povall had visited the site so they could comment on this application. Cllr. Povall advised the house now stands in the middle of the plot so it does not overlook any neighbours and that the applicants had taken steps to consult with neighbours and to modify their plans to meet objections to the previous application.

Despite this concerns remained over the garage blocking light to a greenhouse and the garage rooms overlooking a neighbour’s accommodation. The members also considered a letter from a parishioner supporting the application.

The applicants attended the meeting and gave a detailed explanation of how they had endeavoured to accommodate neighbours’ concerns. They also showed photographic samples of the building bricks they propose using. DPC also heard from two neighbours who had continuing concerns about aspects of the application. After due consideration of all opinions and of the criteria applying to such applications:

Cllr. Worthington **proposed** that Diddlebury Parish Council should support this application.

**Proposal seconded** by Cllr. S Povall

**Vote: proposal carried** by 8 votes in favour, 1 abstention.

**096/18 – Highways and Environmental Matters**

096/18/1

The Chairman outlined in detail matters he had discussed with Samantha Pedley of Severn Trent concerning the lengthy proposed closure of the Peaton/Stanton Lacy road. In particular he had pointed out the signage on the road was shambolic and misleading: this is being corrected. It is a matter of concern that neither DPC nor the school were consulted about this prolonged road closure.

096/18/2 – 30mph speed enforcement

At the June meeting a request had been raised by Mrs Sara Thompson that DPC give assistance in the enforcement of the 30mph speed limit in Diddlebury on the relevant part of the B4368 and in Mill Lane and The Moors. In response to this request the Clerk had been asked to contact Shropshire Council and the Police. In researching this matter the Clerk found the issue was not straightforward so produced a detailed paper indicating that assistance from Shropshire Council and the Police was unlikely to be forthcoming and so DPC and the community will need to take the initiative. There are measures DPC can take such as setting up a Community Speed Watch scheme, or using CIL funds to purchase a VAS speed sign to be erected on the B4368, and/or a portable Speed Indicator Device which could be moved from location to location around the parish. DPC might also want to investigate using CIL funds to build the 200 metres of missing pavement at the top end of Mill Lane.

The matter was discussed and it was generally accepted that it will be up to DPC to take control of the matter.

The Chairman  **proposed** that Members consider what steps DPC could make towards enforcement of 30mph speed limit in Diddlebury and to make the parish’s roads safer for all users and to bring their ideas to the next meeting for detailed consideration.

**Proposal seconded** by Cllr. M Thomas

**Vote: Unanimous**

096/18/3 – Potholes

Whilst it was noted a few potholes had been filled, a large amount remained unfilled. Cllr. Woodhouse advised there is hardly any road surface left in Middlehope. Mr Chris Thomas has sent photos of potholes to the Chairman which have needed filling for at least six months. The Chairman will pursue Kier plc on the matter.

**097/18 – Consideration of the Parish Plan Steering Group’s up-dated action list.**

Mr Ian Davis had up-dated the PPSG’s action plan but was not able to attend tonight’s meeting. The Chairman went through the list of matters involving DPC: the issue of providing a flashing speed indicator on the B4368 is being actively looked at. There is nothing DPC can do about the poor mobile telephone signal in Diddlebury: this will presumably improve when the new mast is erected by The Moors. The issue of the production a Design Statement for the parish will need discussion with PPSG representatives as it will require a lot of work and funding. The matter is deferred to a later meeting when Mr Davis can be present.

**098/18 – Communications and correspondence to be considered**

The following items of correspondence were considered:

1. Letter – Clerk to Mr D Brick and letter to Ms Lucy McFarlane, Rights of Way Officer at Shropshire Council re cattle chasing users of FP20.

2 Response to above letter from Mr. D G Brick reporting on his investigations and actions taken concerning the cattle problems.

1. Letter to DPC from Mr Gary Parton, Traffic Manager, Shropshire Council responding to DPC’s letter of 20th June concerning the state of the B4368, coupled with a request that it receives special repairing status as it is the main route south/north when the A49 is closed. He is pursuing a process whereby Highways England should contribute to Shropshire’s ADRs (Agreed Diversion Routes) as there is no mechanism in place at present for such contributions. He is not confident that a “stand alone” agreement will be reached within any appreciable time frame but is seeking a “without prejudice” contribution.
2. Notification from SC’s Business Rates Manager inviting responses to SC’s consultation on the Business Rates Discretionary Relief Policy. The consultation closes on 15th August 2018 and can currently be accessed on SC’s website.

5. email Clerk to the Elections Officer at SC enquiring why she has received no up-dates to the Electoral Roll for almost 12 months. The response came that there was believed to be wide-spread abuse of the use of the Electoral Roll by parish councils. However, a form was enclosed which the Clerk completed and returned, requesting that the Roll be brought up to date.

6. Email via Lisa Bedford: Age UK Shropshire are seeking a volunteer cook to prepare meals, one morning per month, at Craven Arms Day Centre. Contact www.ageukshropshireand telford.org.uk or telephone 01743 588570 for details.

7. Letter DPC to the Business Rates Manager at SC enquiring whether business rates are being paid in 1 Rock Cottage, Bache Mill in view of the business use of the premises.

8. Telephone call and then letter and attached document to the Clerk from an elderly pair of visitors to Diddlebury on Sunday 15th July 2018 who parked in the village hall car park. They returned from a walk to find a notice in their car and were upset and concerned when berated by a resident about the place they had parked. They were left with the feeling that visitors are not welcome in Diddlebury and they ask the parish council for better signage in the car park so other visitors don’t incur the same treatment they suffered.

Item No. 2: Cllr. Watson advised the cattle which had caused the problem had been moved to another field shortly after DPC’s letter was sent out.

Item No. 8: The unpleasantness these elderly visitors had experienced and what can be done to remedy the situation was discussed at length. They seek action from the parish council on the matter. From the notice they had found in their car it was not evident to them that the land they parked on is not owned by the parish council nor by the village hall: it is owned by Hereford Diocese and it is therefore not open to DPC or the DVHC to erect “no parking” signs on that land. Cllr. S Thomas confirmed that a much larger copy of the parking plan, which they had been unable to read, had been put in the window at the village hall to assist visitors. Cllr. Worthington was concerned that if people have come to, say, visit the church and not the village hall, they are unlikely to look at the village hall windows and see the parking plan. The Chairman felt that although it was Hereford Diocese land involved, he felt it incumbent on DPC to assist visitors and to promote harmony. He felt a prominent sign needs to be erected by the village hall. Cllr. Woodhouse said the DVH Committee have no funds available for signage, especially relating to land they don’t own, but if DPC are prepared to fund a sign, they would consider it.

Cllr. R Povall **proposed** that the Clerk be instructed to write to the Diddlebury Village Hall Committee offering DPC funding for a sign and to ask if DVHC would display it prominently at the front of the village hall.

**Proposal seconded by the Chairman**

**Vote:** 6 in favour, 3 abstentions – proposal carried.

The Clerk was also instructed to write to the couple advising them of the situation and passing on the regrets of DPC and DVHC for the unpleasantness they had experienced when visiting Diddlebury.

**099/18 - Consideration of Financial matters**

099/18/1 – Finance Report for 25th July 2018

**1**.Precept balance carried forward from June 2018 **£4,665.23**

**Less:** Cheques authorised to be drawn on precept funds on 25.07.18

1. Clerk’s net salary for July 2018 £162.82
2. HMRC – PAYE etc on Clerk’s July salary £ 40.60
3. Administrative expenses paid by Clerk in July 2018

on behalf of DPC and reclaimed

* Contribution towards July telephone

and Broadband cost: £15.00

* 12 x 2nd class stamps £ 6.96
* Travelling expenses claimed at 45p per mile
* To DiddleburyVillage Hall for meeting

 on 25.07.18 - 44 miles @ 45p per mile £19.80

Total of Admin expenses paid by Clerk £41.76 £ 41.76

 £245.18 £ 245.18

 **Balance of Precept funds c/fwd £4,420.05**

1. **Ring fenced, Reserves and third party funds held by Diddlebury Parish Council**
* Community Infrastructure Levy – funds rec’d 25.04.18 **£2,440.29**
* Environmental Grant funds b/fwd from June 2018 **£3,044.01**

Less: Invoice from Mr G Trim 25.7.18 £ 96.30

 £2,947.71 **£2,947.71**

* Transparency Code funds b/fwd from June 2018 **£ 712.49**
* War Memorial Funds balance b/fwd from June 2018 **£ 65.13**
* “Silent Soldier” campaign donations **£ 50.00**
* Funds held for Diddlebury Flood Action Group

 b/fwd from June 2018 **£156.57**

Less: Cheque for Geoff Neden £100.00

Balance c/fwd £ 56.57 **£ 56.57**

* Ear-marked Reserves for car park resurfacing **£5,412.29**

Cllr. R Povall **proposed** that the cheques requested be authorised for payment.

**Proposal seconded** by Cllr. Watson

**Vote: Carried unanimously.**

1. **Balances held by DPC following authorisation of cheques on 25.07.18**

**Precept Funds £4,420.05**

**Community Infrastructure Levy funds £2,440.29**

 **Environmental Grant Funds £2,947.71**

 **Transparency Code Funds £ 712.49**

 **War Memorial Funds £ 65.13**

 **“Silent Soldier” donations £ 50.00**

 **Funds held for Flood Action Group £ 56.57**

 **Reserves Funds £5,412.29**

 **Total Funds c/fwd £16,104.53**

**4. Bank statement and Cash Book reconciliation**

Cllr. R Povall verified the Clerk’s reconciliation between HSBC statement number 311 and DPC’s Cash Book.

**100/18- Any Other Business (for dissemination of information only)**

100/18/1: The members were very distressed to be advised that Mr Tom Hall of Westhope is seriously ill in hospital. The Clerk will send a card from DPC wishing Tom a speedy recovery.

100/18/2: Cllr. Watson asked whether Mr Trim can be asked to strim along FP20 before school resumes on 4th September as it is very overgrown with nettles etc.

100/18/3: Cllr. O’Boyle asked if Mr Trim could also be asked to remove debris which has got caught up in trees by Larkfield Farm.

The Chairman will pass these requests on.

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There being no further business, the Chairman closed the meeting at 9.30pm

Date and venue of the next Diddlebury Parish Council meeting

7.30pm on Wednesday 26th September 2018 at Westhope Village Hall.

**MINUTES SIGNED BY David Hedgley**

 26th September 2018

**DATED**