**DIDDLEBURY PARISH COUNCIL**

**Chairman: Cllr D Hedgley**

Clerk: Mrs Jean de Rusett No.1, Pipe Aston Barns, Pipe Aston, Ludlow SY8 9TS

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**MINUTES**

**Of the Extra General Ordinary Meeting of Diddlebury Parish Council**

**Held on Wednesday 11th September 2019, 7.30pm in Westhope Village Hall**

**088/19: Present**

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

**Apologies**

Apologies were received and accepted from Cllr. M Woodhouse and Unitary Cllr. C Motley

**In attendance**:

The Clerk, Mrs J de Rusett, and twelve members of the public.

**089/19: 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.

**090/19: Public involvement session:**

No matters were raised.

**091/19: Approval of the Minutes of the Meeting held on 24th July 2019**

The Minutes of the meeting on 24th July 2019 had been circulated to all members: no amendments were raised.

Cllr. Worthington **proposed** that the Minutes be accepted as a correct record of the meeting.

**Proposal seconded** by Cllr. O’Boyle

**Vote:**  Five members voted in favour of the proposal, three abstained: proposal carried.

**092/19: Matters arising from the Minutes of the Parish Council Meeting held on 24th July 2019 not dealt with elsewhere on the Agenda**

073/19 : DPC are still awaiting advice from Unitary Cllr. Motley on how to proceed with our CIL application.

085/19/3 - Cllr. O’Boyle reported that the reflector posts around Diddlebury had survived the latest round of hedge and verge trimming.

**093/19 – Reports**

093/19/1 – Chairman’s Report

The Chairman has spent time this month discussing DPC’s reports in the Corvedale News; he has liaised with the Clerk over a letter to Mr Ian Kilby re the planning designation of Seifton, and he researched, considered and discussed the planning application on tonight’s Agenda (19/03538/FUL). He had formed a Group pursuant to Standing Orders and they had considered planning application18/03863/OUT which he will report on under planning. He responded to a query from Wem Town Council re DPC’s CIL application. He and Mr Ian Davies of the PPSG attended a meeting at Shirehall to discuss the results of the Housing Needs Survey with Vicky Turner.

093/19/2 – Unitary Cllr. Motley’s report

Cllr. Motley was unable to attend the meeting tonight. The Chairman read out a brief report Cllr. Motley had submitted by email.

093/19/3 – Flood Action Group Report

Cllr. O’Boyle reported that a further stream clearance has been carried out in Diddlebury Village and he thanked all those involved. A meeting will be held at Culmington Village Hall on the 17th September 2019 to investigate forming a flood action alliance with Culmington and Munslow parishes. Cllr. R Povall understood Munslow Parish Council were not interested is getting involved: Mr Neden advised he had received confirmation from Munslow’s Clerk that two councillors would be attending.

093/19/4 – Westhope Village Hall Report

Cllr. Watson advised the AGM will be held on 17th September 2019. The bingo events are well attended but could do with a bit more support. The Harvest Festival meal will be on 10th October 2019.

**094/19 – Planning application**

094/19/1: **19/03538/OUT.** Outline application for the erection of three open market detached houses and garages; creation of a new vehicular access; installation of a private treatment plant – on land adjacent to the B4368 and north west of Lower House, Corfton.

Eleven members of the public attended to oppose the application. Mr Shaun Jones of Halls Surveyors, represented the applicant.

The Chairman advised there were 10 letters of objection on the planning portal. Objectors noted the pre-planning advice given was based on one house: this has subsequently fluctuated between three and five and presently rests at three. The objections in the main centred on over-development in Corfton in violation of the agreed cluster status of 1 – 5 houses: (16 have been approved to date); fears of flooding, access and highway safety problems plus theindividual loss of privacy and breach of covenants relating to screening and utility services including water supply to an adjoining property. It is unclear whether the access is to be onto the B4368 or the unclassified Lower Corfton lane: the Highways Department appear to have opted for both at different times: Mr Hall seemed to think the B4368 was the current preferred option.

The Chairman advised that of the 16 open market dwelling permissions granted to date, five have commenced construction. Including this application, four more applications are under consideration.

Members of the public were invited to put their views and concerns to the councillors. Mr Jones of Halls then responded to their concerns stating it is a 2.2 acre site with a low-density development. Apart from one property, the site was well-screened. He stated the applicant would look again at the siting of the proposed house adjacent to Ash Cottage and landscaping proposals will meet loss of privacy concerns. Any flooding issues would be addressed. The applicant would prefer access to be by way of the Lower Corfton lane.

Following a lengthy and robust debate:

Cllr. T O’Boyle **proposed** that DPC should strongly object to this application.

The Chairman **seconded** the proposal but said detailed reasons for the objection should be given. A draft of the reasons for objecting to the application were outlined: the Clerk will finalize and circulate them after the meeting for final approval by councillors.

**Vote:** the councillors unanimously voted to object to this application.

194/19/2: **18/03863/OUT.** This was an amended application, resubmitted for DPC’s views. The application is for the erection of a detached cottage and garage including means of access on land at the rear of the Sun Inn, Corfton. The original application had been considered by the members at a meeting on 26th September 2018 and DPC’s objections to the application had been submitted to the planners on 30th September 2018.

The Chairman explained the Planning Department had refused to extend DPC’s time for responding to the amended application, so it had been dealt with by a Group of councillors under his chairmanship pursuant to DPC’s Standing Orders. The Standing Order require the Chairman to report to the next meeting on the outcome of their deliberations. Essentially the only amendment to the application related to a revised means of access. The group had considered the revised access and were not satisfied with it. Further, since the original application was made DPC had agreed (in January 2019) to support a petition drafted by the majority of the residents in Corfton calling upon DPC not to support any further development in Corfton. DPC had objected to the revised application and the planners had been notified accordingly.

The applicant had contacted the Clerk seeking information about the method DPC had used to deal with this application. The Clerk’s response was read out to the meeting in which detailed explanations were given.

**095/19 – Consideration and a resolution to be proposed cancelling the DPC meeting scheduled for 25th September 2019.**

Cllr. R Povall **proposed** that the meeting scheduled for 25th September 2019 be cancelled.

Proposal **seconded** by Cllr. S Thomas

**Vote:** Members voted unanimously to cancel the 25th September 2019 meeting.

**096/19 – Consideration and proposals concerning the submission of DPC’s reports on meetings sent to the Corvedale News.**

The Chairman explained the synopsis of Minutes in the Corvedale News were based on draft Minutes: to wait for Minutes to be approved would result in the synopsis on occasions being as much as three months out of date. The Clerk’s long-held practice was to circulate the draft Minutes seeking their approval and would thereafter draft and submit the synopsis incorporating any amendments received to the Minutes. A councillor had recently objected to this practice and insisted the synopsis should be based only on signed and approved Minutes.

The matter was debated following which Cllr. R Povall made the following **Proposal:**  as soon after the meeting as possible the Clerk will circulate the draft Minutes to members for their approval, together with the draft of the proposed synopsis for the Corvedale News. If no response or proposed amendments are received within 48 hours (as a general rule) then the Clerk should proceed to submit the synopsis to the Corvedale News.

Proposal **seconded** by Cllr. Watson

**Vote:** seven members voted in favour, one abstained. Proposal carried by a majority.

**097/19 – Consideration and proposals concerning further action to be taken in respect of the Housing Needs Survey**

The Chairman and Mr Ian Davies of the PPSG had attended a meeting at Shirehall to discuss with Vicky Turner issues arising from the results of the Housing Needs Survey. Mr Davies and the PPSG had subsequently discussed the matter and their views had been circulated to all members of DPC by email.

The Survey demonstrates a need for a range of housing options in Diddlebury.

Cllr. S Thomas and Cllr. A Watson challenged the wording of the Survey results. It refers throughout to “Diddlebury” rather than Diddlebury parish, indicating all need centres on Diddlebury village as opposed to the wider community. It was agreed that the Clerk should write to Ms Turner asking for this anomally to be amended before the Survey is publicly released.

The Chairman advised there are now two options open to DPC:

1. A Community Led Housing Scheme, or
2. Standard Exception Site Scheme

A Community Led Housing Scheme enables the parish councils to be part of a partnership which will bring forward the development of affordable houses in their parish. The partnership will involve working with SC, housing associations, trusts, co-operatives and charities, the latter bodies being the Registered Providers who will find and acquire plots of land based on evidence of need.

A Standard Exception Site Scheme means a parish council will have a very limited input into the initial planning application and none thereafter as development progresses.

After the matter was debated at length Cllr. R Povall **proposed** that DPC should explore the Community Led Housing Scheme option, working with both the PPSG and a community group.

The Chairman **seconded** the proposal.

**Vote:** The members voted unanimously in favour of the proposal.

The Chairman will contact Vicky Turner advising her accordingly.

**098/19 – Consideration of Correspondence and Communications received since last meeting.**

The members considered the following items of correspondence/communications.

1. 25.07.19 – Notification from Connexus (formerly Shropshire Housing Group & Herefordshire Housing Group which have now merged into Connexus) advising they will be holding road shows around the county to discuss how they are able to support rural communities. Date/venues to follow.
2. 30.07.19 - Letter Clerk to Mr I Kilby, Development Manager, Shropshire Council re Culmington Parish Council’s difficulties arising from there being two different planning designations for parts of Seifton.
3. 24.07.19 – notification from Planning Dept. re 19/02356/REM – reserved matters application re proposed residential development for five open market houses in Westhope. **Permission granted**.

30.08.19 – notification re 19/03090/FUL – application for the erection of a garden room extension at Bache Farm, Seifton. **Planning permission granted.**

1. 09.08.19 mails Clerk/Electoral Services officer confirming DPC are happy for Polling to take place in the village hall.
2. 10.08.19 – Request from Wem Rural PC’s Clerk asking for information about DPC’s CIL bid. Chairman responded.
3. 19.08.19 – notification from SALC that BT are shortly going to carry out a large-scale consultation with a view to removing 135 telephone kiosks around the county. Bouldon and Mill Lane have been targeted. Consultation information awaited.
4. Advice leaflet from the Environment Agency on how to avoid becoming a victim of waste criminals.
5. 04.09.19 – further Consultation documentation from the Transport Consultation Passenger Transport Group at Shropshire concerning proposed post-19 travel assistance. Consultation closes on 18th October 2019. Email responses to Special.Transport.Team@Shropshire.gov.uk
6. 04.09.19 Invitation from Shropshire RCC to attend a Village Halls Conference on Saturday 19th October 2019 from 10am to 3pm at Ryton Village Hall,. Further information from Katrina Harrison on 01743 342170.
7. 06.19.19 – Invitation from Knight, Kavanagh & Page, a management consultancy firm commissioned to carry out an assessment of outdoor playing provision in Shropshire. Survey to be completed by the 27th September 2019. Contact: jonathan.gaukroger@kkp.co.uk or call 0161 696 2384.
8. 06.09.19 – information from SALC briefing on Brexit preparations in Shropshire and other issues discussed by the South Shropshire Area Committee.
9. Correspondence passing between DVHC, DPC and Mr M Waite re driveway access and amendments to the village hall parking plan. DPC is asked to confirm it has no objection to a road sign stating “Private Accessway – please keep clear at all times” which Mr Waite wishes to erect.
10. 03.09.19 – email from Suzanne Thomas seeking a letter from DPC supporting her bid for Arts Council Funding for an arts project based around the Clee Hills area. The project is called “Where Dragons Lead” & will be an exploration of the area from Clee Hills to River Teme based on places on old maps but not included in modern maps and will result in story-telling, poetry, music and visual arts. Response to suzannetumnus@btinternet.com.
11. 10.09.19 – notification of improvements to the West Midlands Railway network – details can be accessed via [www.westmidlandsrailway.co.uk/form/customer-and-communities-improvement-fund-application](http://www.westmidlandsrailway.co.uk/form/customer-and-communities-improvement-fund-application).
12. 10.09.19 – notification from SC Planning Dept. re application 19/03896/FUL for the conversion of a derelict dwelling to a residential dwelling – Old Malt House, Delbury Hall, Diddlebury. Application received too late to be included in the Agenda for 11.09.19. Application made by the Clerk to Planning Dept, asking for an extension of time to 24th October 2019 so this matter can be dealt with at DPC’s October meeting.

Responses:

Item 6 – Cllr. O’Boyle felt DPC should support the continuance of the availability of the telephone boxes in Mill Lane and Bouldon, for the convenience for visitors who may have no mobile phone or signal and **Proposed** DPC should seek their retention. Proposal **seconded** by Cllr. Worthington and adopted by a **majority vote.**

The Clerk to indicate this preference to the relevant bodies.

Item 10 – Chairman will complete the consultation document.

Item 12 – it was agreed that as far as DPC is concerned, it has no role or view in the matter as the issues are between Mr Waite, the Diddlebury Village Hall committee and the Diocese.

Item 13 – the Clerk was instructed to write a letter of support.

Item 15 - Planning application 19/03896/FUL for the conversion of the derelict Old Malt House, Delbury to a residential dwelling had arrived too late to be included on this Agenda. The planning department has been contacted seeking an extension of time to deal with it until 24th October. If refused, it was agreed the matter will have to be the subject of a single-issue EGM.

**099/19 – Minor Highways and Environmental matters**

099/19/1 – a response is awaited concerning the proposed charge of £600 for siting a road safety mirror on the B4368 opposite Bache Mill lane.

099/19/2 – purchase of a mobile unit speed awareness unit.

Following further correspondence between the Clerk and the PCC, it now appears DPC is to get a grant towards the purchase of the unit.

099/19/3 – the Clerk was asked to take the following issues up with Highways:

* Road signs indicating the Tally Ho have been blocked by pallets which need to be removed.
* The bank between the two Povall/Corfton Farm driveways on the B4368 are collapsing sending stones onto the B4368 which is causing risk and damage to users of the highways.
* Two manhole covers at the same location as above are protruding as the tarmac on the inside edges has disintegrated: the raised metal presents a danger to bicycles, motor bikes and car tyres.
* The bank behind the church in Diddlebury is collapsing onto the highway and needs stabilizing.

099/19/4 – the footpath across a Diddlebury field, which used to be grazed by sheep, has now been planted with turnips, obliterating the footpath. Cllr. S Povall will have a word with the farmer involved.

099/19/5 – comments were raised about a pile of rotting vegetation near the bridge in Mill Lane. It was confirmed it will be removed shortly.

099/19/6 – Cllr. S Povall had noted a survey was being conducted recently of traffic crossing the stone bridge in Mill Lane. He enquired who had sanctioned it and what its purpose was. No one present had any information about it.

**100/19 - Finance Report**

1. **Finance Report for August & September 2019**

Precept balance carried forward from July 2019 **£5,161.04**

**Less:** Cheques authorised to be drawn on precept funds on 11.09.19

1. Clerk’s net salary for August 2019 £214.17
2. HMRC – PAYE on Clerk’s August 2019 salary £ 6.00
3. Clerk’s net salary for September 2019 £214.17
4. HMRC – PAYE on Clerk’s September 2019 salary £ 6.00
5. Chairman’s expenses: travelling expenses to Shirehall for

Housing Needs Survey meeting. 52 Miles @ 45p £ 23.40

1. Administrative expenses paid by Clerk in

August & Sept 2019 on behalf of DPC and reclaimed

* Aug. & Sept. Contribution towards telephone

and Broadband cost @ £20 per month £40.00

* 12 x 2nd class stamps £ 7.32
* 1 ream of photocopier paper £ 3.79
* Travelling expenses claimed on behalf of

Diddlebury Parish Council at 45p per mile

11.09.19 – to Westhope Village Hall for DPC

 Meeting - 46 miles @ 45p £20.70

Total of Admin expenses paid by Clerk £71.81 £ 71.81

 £535.55 £ 535.55

 **Balance of Precept funds c/fwd £4,625.49**

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 - Balance carried forward from July - £2,064.06 Less: Inv. from Mr G Trim for work in August - £ 76.90 **£1,987.16**
* Transparency Code Grant. Balance b/fwd – no claims in Aug/Sept. **£ 484.49**
* War Memorial Fund. Balance b/fwd from July 2019 **£ 45.13**
* Funds held for Diddlebury Flood Action Group

Balance b/fwd from July 2019 – no claims in Aug. or Sept. **£ 156.57**

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

Cllr. O’Boyle **proposed** that the cheques listed in the Finance Report should be approved for payment.

Proposal **seconded** by Cllr. Watson

**Vote**: Members voted unanimously in favour of the proposal.

1. **Balance held by DPC following authorisation of cheques on 11.09.19 inc.**

 **Precept Funds of £4,625.49** **£15,151.42**

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

Verification of the Clerk’s reconciliation between HSBC statement numbered 324 and DPC’s Cash Book was carried out by Cllr. O’Boyle and Cllr. Watson.

**101/19- Any Other Business (for dissemination of information only)**

101/19/1: The Clerk advised that on 28th September 2019 she is moving from The Grange, Leinthall Earls Leominster HR6 9TS to No. 1, Pipe Aston Barns, Pipe Aston, Ludlow SY8 2HG.

BT are allegedly coming on19th September to connect up the telephone and Broadband to the new property, but this is by no means certain and the connection will not go live immediately. Thus her land line (01568 770640) and internet service will cease from 28th September. She will attempt to run DPC in the interim from Ludlow Library and with the assistance of the Chairman, to whom all emails should be addressed until the Clerk is able to resume normal service. The Clerk has a mobile – 07513 780268 – which could be used, but signal is patchy in Pipe Aston. Her personal email address is now: jeanderusett25@gmail.com. The parish council email address remains as before.

BT want a £99 connexion fee for the landline and Broadband at Pipe Aston and she will incur costs with her IT advisor in getting the parish council’s computers reconnected to the internet and set up. She will be requesting both her parish councils to contribute towards this cost from their Transparency Code funds still available.

Cllr. R Povall **proposed** that DPC should contribute 40% towards the cost of this work, provided Eaton agreed to do the same.

The proposal was **seconded** by Cllr. Watson and carried by a unanimous vote.

101/19/2: The Chairman advised that the maps on the tourist notice boards throughout the parish need to be replaced. He has found the disc containing the original art work. He will seek two estimates for new copies to be produced and will advise on the cost at the next meeting.

There being no further business, the Chairman closed the meeting at 9.55pm

**Date and venue of the next Diddlebury Parish Council meeting**

**Wednesday 23rd October 2019 – 7.30pm at Diddlebury Village Hall**

**MINUTES SIGNED BY David Hedgley**

 23rd October 2019

**DATED**