**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 22nd November 2017 at 7.30pm at Diddlebury Village Hall**

**123/17: Present and apologies for absence**

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

**Apologies**

Apologies were received from Cllr. S Povall and Unitary Cllr. Motley

**In attendance**:

The Clerk, Mrs J de Rusett, twelve members of the public, Mr Gary Parton of Shropshire Council’s Highways Department and Mr Richard Hancox, network manager for Kier plc.

**124/17: 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.

**125/17: Public involvement session:**

No matters were raised at this juncture as most members of the public attended concerning the

Open Forum discussion concerning the effects of the frequent closures of the A49 and its effect on the B4368, or in respect of pre-planning applications.

**126/17: Approval the Minutes of the Meeting held on 25th October 2017**

The Minutes of the Parish Council Meeting held on 25th October 2017 had been circulated prior to the meeting: an amendment had been made to 115/17/3: no further amendments were required.

Cllr. R Povall **proposed** that the Minutes be approved as a correct record,

Cllr. Worthington **seconded** the proposal:

**Vote:** With one abstention the members voted to approve the Minutes and they were duly signed by the Chairman.

**127/17: Matters arising from the Minutes of the Parish Council Meeting of 25th October 2017 not dealt with elsewhere on the Agenda**

115/17/7: Cllr. R Povall, as Tree Warden, confirmed that approval had been granted for the removal of willow trees at the school.

117/17: The Chairman advised Mr John Farley felt it was up to the parish council to answer the letter from Shropshire Council concerning the correct route of FP 0525/26. The Clerk was asked to draft a response, pointing out the three pieces of evidence which demonstrate the Footpath’s correct route.

**128/17 – Open Forum discussion concerning the effects of the frequent closures of the A49**

 **on the fabric of the B4368 and the disruption and nuisance caused to communities and residents fronting the B4368**

Mr Gary Parton, Traffic Manager of Shropshire Council, Mr A Keyland of Highways and Mr Robert Jaffier, the Asset & Resource Manager of Highways England, the body responsible for the A49, had agreed to attend this meeting. In the event Mr Keyland did not attend, nor Mr. Jaffier of Highways England who had deputed, at very short notice, Mr Richard Hancox, Network Manager for Kier plc to attend in his place. The parish council were grateful to Mr Hancox for attending at short notice especially as he had to travel from Coventry.

The Chairman opened the proceedings by reading out an email from Ms Sara Thompson describing the daily impact the repeated closures of the A49 had on her life, and the emails from Mr Middlemiss were considered. Mr Middlemiss was present and he and many others present made complaints about, inter alia, the following issues:-

* The constant closures of parts of the A49 causing endless disruption to journeys exacerbated by poorly signed-posted diversion signs which often petered out in rural lanes.
* Why as soon as one part of the A49 has been re-opened another section is promptly closed: why cannot the works be co-ordinated?
* Why does the *whole* of the A49 have to be closed each time, rather than just one carriageway, with traffic lights in operation, or even a convoy system imposed.
* Failure to give advance warning to the parish council and individuals affected by the road closures in south Shropshire, although we frequently get notification about those to the north of the county we get little information about south Shropshire closures.
* The total unsuitability of the B4368 for carrying the level of traffic generated by the A49 closures and the alarming and dangerous size of many juggernaut lorries, which often are wider than their carriageway. The delegates present were asked why huge lorries cannot follow a convoy route via say Kidderminster to avoid the Corvedale during A49 closures.
* The impact on householders along the B4368 in terms of noise (leading to sleep loss and stress), inconvenience and possible damage to their properties.
* The impact of this heavy extra traffic on the fabric of the B4368: the delegates present were asked what plans existed to repair the B4368 and whose budget that would come from.
* Since the B4368 had never been designed to be a trunk road, should it not have a 50mph limit imposed on its whole length, coupled with illuminated speed advisory signs on the approach to every settlement, to slow down especially the huge lorries and should Highways England help fund this.

In response, Mr. Hancox and Mr Parton advised as follows:

* It is not always Kier or Highways England who are working on the A49 leading to closures. Rail Track had closed the A49 at Onibury for 10 days, which involved a 53 mile diversion. Many utility firms (water, cables etc.) close the road for their works. A further difficulty is funding for highways repairs comes from different budgets and it is rarely possible to co-ordinate the availability of budgets to ensure works in specific areas are carried out simultaneously.

 Cllr. Steele of Culmington pointed out that Network Rail had made huge efforts to notify all local residents and road users of their forthcoming closure of the A49 at Onibury: as stated above, local people are often given little or no notice at all of Highways England’s A49 closures.

* Mr Hancox advised the major difficulty with the A49 is it is the only north/south trunk road in Kier’s area of responsibility which is not dual carriageway. Health & Safety will not allow them to close one carriageway and to work on the other as the single carriage way is not wide enough for work to be carried out within Health & Safety parameters. They are thus forced to close the whole road. He will however investigate again whether a traffic lights or convoy system might be acceptable.
* Mr Parton advised that when the A49 from Shrewsbury southwards is closed, the only road available as a suitable alternative is the B4368: due to road damage in Culmington, all traffic has to be diverted down the B4368 to Craven Arms. The suggestion that lorries should be routed to Kidderminster and join a convoy would not work due to frequent closures on the M5, which leads hauliers to divert their traffic down the B4368.
* Mr Parton advised that Highways England does not make any contribution to the maintenance of the B4368: he has been agitating for an annual contribution from them to help with the maintenance of the B4368 but sees no prospect of any agreement in the near future. As to the issue of illuminated speed warning signs and a 50mph limit, he advised the parish council to take those issues up with Mr Glyn Shaw, Shropshire Council’s Highways Engineer.
* Both Mr Parton and Mr Hancox advised they have taken the parish’s concerns on board and in particular will try to improve the future notification of closures on the A49.

The Chairman thanked Mr Parton and Mr Hancox for their attendance.

**129/17 Pre - Planning applications:**

129/17/1 **Consultation by Mr S Manley of The Old Farm, Westhope** re proposal to develop five open market houses on agricultural land opposite Garden Cottage in Westhope.

Mr Manley attended and spoke in outline about his proposed development: it is a small scale development within the community cluster and is related to existing buildings. He had obtained pre-planning advice from Planning Officer Bradley, but wanted the parish council’s views so he could factor them in to his application.

The Chairman advised that it is impossible for the parish council to give any views on a pre-planning application as they have no plans to consider and have not been able to advise parishioners by the Agenda that an application is being considered. He indicated that drainage, lighting, increased traffic, layout and the proposed building materials will all be issues the parish council will need to consider. The Chairman acknowledged the proposed development did lie within the Community Cluster as regards possible housing criteria.

129/17/2 **Consultation by Mr R Burgoyne** (on behalf of Mr J Ellis) for pre-planning advice from the parish council concerning the proposed demolition of an existing farm building to be replaced by the erection of a dwelling on land off the B4368 at Corfton. Mr Burgoyne had obtained a six page pre-planning advice from Mr T Williams, Planning Officer which the parish council had considered.

The Chairman repeated what had been said to Mr Manley. He went through the letter from Mr Williams raising various issues. Mr Burgoyne felt the Planners would on balance approve an application but had indicated the parish council would probably refuse it. The Chairman re-iterated that the parish council cannot make any pronouncements unless and until a planning application was submitted to them for approval. That said, the Parish Plan had agreed the development of five houses in the Corfton community cluster: Shropshire Council had unilaterally increased that to ten and to date has granted permission for thirteen houses: many residents might well feel that there are too many new houses in Corfton already.

**130/17 – Reports**

130/17/1 – Chairman’s Report

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

* Liaising with Mr. Lionel Lewis concerning JCB works around the parish,
* Obtaining a wreath and representing the Parish Council at the Remembrance Day ceremony
* Discussing Footpath 0525/26 with Mr John Farley
* Noting acts of vandalism to an adjoining parish’s notice boards and at The Sun, asking councillors and residents to be vigilant about vandalism
* He had spent a lot of time with Mr Ian Davies and the PPSG reviewing the Place Plan and the Local Plan Review.

130/17/2 – Report by the Clerk on a seminar concerning the forthcoming General Data Protection Regulations.

A copy of the Clerk’s report is annexed to these Minutes. The implications of the GDPR on the parish council were discussed at Agenda item 12.3 – Initial Consideration of the 2018/2019 Precept Budget.

130/17/3 – Diddlebury Village Hall Report

Cllr. O’Boyle advised that the hall has a received a lot of new bookings and recent events have been successful. The website is being updated and it is hoped it will include a “Comments Section” so residents and others can raise any issues/queries with the DVH Committee. A price guide for bookings is still being worked on and should be included on the website. It was felt the notice board should be on posts amid soft landscaping rather than mounted to the village hall.

130/17/4 – Flood Action Group

Cllr. O’Boyle reported that the winter tidy-up works are on-going and ecological surveys are under-way.

**131/17 – Place Plan Review & Local Plan Review**

The Chairman advised that a lot of work had been carried out by him with Mr Ian Davies and the PPSG on these two issues.

Local Plan Review

This is a consultation with Shropshire Council on the preferred scale and distribution of houses in parishes and towns. He listed in detail the criteria set out by SC, condensed from a 67 page document. SC are seeking 28,750 new houses of which 27.5% will be in rural areas.

The Chairman outlined the response Diddlebury Parish Council is submitting. The PPSG are submitting a separate response. DPC’s response will be available to view on its website

Place Plan Review

The Chairman advised that SC have so tightened the criteria on what the parishes can spend their 15% of CIL on as to eliminate most of the projects DPC had intended to use CIL for .Despite this DPC has drafted its response continuing to argue for CIL funding for its existing projects. The response to the Place Plan Review was considered by the councillors and after due consideration the Chairman **proposed** that the response as drafted be adopted by the council.

Cllr. R Povall **seconded the proposal**

**Vote:** the proposal was passed by an unanimous vote.

The Chairman duly signed the Review form and the Clerk will forward it to Cllr. Motley for her signature. The response will be put on the website.

**132/17 - Consideration of Highways and Environmental matters including proposal by Cllr. O’Boyle for a request to Highways that a 20mph speed limit be imposed in Mill Lane and The Moors in Diddlebury**

132/17/1 - Highways & Environmental matters

Cllr. Watson asked who had been placing diversion signs on the verge at Pedlar’s Rest: in her view they were in a dangerous place as they obscured the view of the highway. Cllr. O’Boyle also noted with concern that advertising boards were again on this verge.

132/17/2 – Proposal by Cllr. O’Boyle for a 20mph speed limit to be imposed on Mill Lane and The Moors, Diddlebury

Cllr. O’Boyle had raised this issue at the October meeting and had distributed documents for the members to consider for this meeting produced by the “20’s Plenty for Us” group who are seeking 20mph speed limits on all residential roads in Shropshire.

He had raised the issue with the Police & Community Commissioner, John Campion and had received a reply indicating he did not consider the matter a priory: he suggested instead setting up a Community Speed Watch and Road Safety Partnership. This Cllr. O’Boyle had investigated and found four people willing to volunteer already. Volunteers are trained by the Police. He is keen to set up such a group.

Turning to the 20mph speed limit proposal, Cllr. O’Boyle said research has proved that such a speed limit, apart from making residential roads safer for children and the elderly, had sound economic benefits. Examples are fewer accidents, meaning less calls on the NHS funds and Police time. Some residents of the Moors and Mill Lane had already contacted the parish council expressing their support for the proposal.

Cllr. S Thomas felt that not everyone in the parish would welcome a 20mph speed limit. Cllr. M Woodhouse agreed: he doubted that anyone could do more than 30mph down Mill Lane in any event and felt this proposal went too far towards urbanizing the countryside: he also questioned whether there had ever been an accident in Mill Lane or The Moors. Cllr. R Povall doubted the effectiveness of a Community Speed Watch Group. The Chairman felt the residents of The Moors and Mill Lane should be canvassed for their views.

After further discussion Cllr. O’Boyle made the following proposal:

**Proposal:** (1) That he researches and sets up a Community Speed Watch group and

(2) that the parish council contacts Shropshire Council and the Police indicating that it wishes to explore imposing a 20mph limit in Mill Lane and The Moors, Diddlebury.

**Seconder:** Cllr. A Watson seconded the proposal.

**Vote:** 3 members voted in favour of the proposal, 4 against and one abstained.

Proposal therefore defeated.

Cllr. Woodhouse expressed the opinion that Cllr. O’Boyle should not claim expenses for any further research on the subject.

**133/17 – Consideration of correspondence and communications**

The members considered the following items of correspondence, which had been emailed to them prior to the meeting:

1. Email from Kate Garner, SC confirming safe receipt of DPC’s completed questionnaire for the Task & Finish Group considering Environmental Grants.

2. Extract from the Minutes of the LJC meeting of 19th October 2017. (Included as DPC had no representative at the meeting)

3. 31.10.19. Letter, Clerk to Mr J Brough, head teacher at Corvedale Primary concerning proposal to cut willow trees.

4. email from Lisa Bedford/Luke Neal re hedge funding for the River Corfe catchment area.

5. email from Jayne Disley (Clerk to Culmington PC) advising Culmington’s speed reduction efforts have been made through Mr Glyn Shaw of Highways and Brian Williams from the Police.

6. Letter from auditor Mrs S Hackett estimating her 2018/2019 fees at £110

7. Details from Mr David Cadmore, Senior Probation Officer, Warwickshire and West Mercia Community Rehabilitation Co. of Telford concerning COMMUNITY PAYBACK. Offenders sentenced to 300 – 400 hours of community work are available for projects such as litter clearance, footpath clearing, decorating community centres etc. Generally they come with a supervisor. Tel 01952 951120 for details.

8. Consultation request from Prof. J Whitelegg re “The future of rural transport services in Shropshire” - response required by 8.12.17

9. email from Stanton Lacy’s Clerk advising of vandalism to their parish notice boards.

10. Notification from Shropshire Council that the Parish Council has been charged a £100.00 fee for the uncontested election in May 2017. (Payable in April 2018)

11. Letter, Clerk to Monitoring Officer concerning the continued display of an ex- councillor’s DPI details on SC’s website. It has now been removed.

12. email from Ms K Greenwood and Mr G Wiseman (parishioners) supporting Cllr. O’Boyle’s 20mph speed initiative.

13. Letter and contract for hire of DVH from Mrs Woodhouse. Hire Contract checked, signed and returned by the Clerk. Terms of the hiring noted.

14. email from Mr J Smithers of Ludlow who is conducting a project to improve bus services in Ludlow and the surrounding areas. Can anyone assist him by providing the information he seeks?

Cllr. K Worthington kindly agreed to deal with Item 14.

**134/17 - Consideration of Financial matters**

134/17/1 – Finance Report and authorisation of cheques

**1. Precept Funds** brought forward from October 2017 **£3,067.07**

**LESS*:*** cheques to be authorised from Precept Funds on22.11.17

1. Clerk’s net salary for November 2017 £143.40

2. HMRC – PAYE on Clerk’s November salary £ 36.00

3. Diddlebury Village Hall hire charges 27.9.17 to 28.02.18 £105.00

4. Clerk’s expenses for November 2017 as itemised

* Contribution towards November telephone

 & Broadband expenses £10.00

* Postage: 12 x 2nd class stamps £ 6.72
* 1 x pack of 5 HP364 ink cartridges £30.00
* Travelling expenses claimed at 45p per mile

22.11.17 – to Diddlebury Village Hall for

Parish Council meeting – 45 miles £20.25

 £66.97 £ 66.97

 Total deductions from Precept Funds £351.37 £ 351.37

 **Balance of Precept Funds c/fwd to January 2018 £ 2,715.70**

**2. Balance of Highways** **& Environmental Grant c/fwd**

 **From September 2017 £3,720.03**

**Less:**

1. Invoice dated 19.11.17 from Lionel L Lewis

 for JCB works around the parish from

 11th to 18th November 2017 £720.00

2. Invoice for time and travelling expenses

 from EMO,Mr Trim up to 01.11.17 £ 65.80

 £785.80 £ 785.80

 **Balance c/fwd to January 2018** £2,934.23 **£2,934.23**

**3. Transparency Code Grant c/fwd– no claims in November 2017 £1,108.40**

**4. Diddlebury Flood Action Group – bal. b/fwd** £209.57

**Less:** Cheque for Mr G Neden for FAG expenses £ 83.00

£126.57

 **Balance c/fwd to January 2018 £ 126.57**

**5. War Memorial Funds – balance c/fwd** £85.13

**Less:**  Cheque to Mr D Hedgley for poppy wreath for

Remembrance Day ceremony £20.00

 £65.13

 **Balance c/fwd to January 2018 £ 65.13**

**Authorisation of cheques to be drawn on the Precept, Funds, Highways & Environmental funds, War Memorial Fuds and third party funds (FAG):**

**Proposed by:**  Cllr. O’Boyle

**Seconded by:** Cllr. S Thomas

**Vote:**  Unanimous

**5. Total funds held by Diddlebury Parish Council after this meeting:**

Precept Funds c/fwd to January 2018 £2,715.70

Highways & Environmental Grant c/fwd to January 2018 £2,934.23

Transparency Code Grant c/fwd to January 2018 £1,108.40

Diddlebury Flood Action Group £ 126.57

Balance of donations for War Memorial £ 65.13

Ear-marked Reserve Fund for resurfacing DVH car park £5,412.29

 **Total of DPC funds c/fwd to January 2018 £12,362.32**

 **134/17/2 - Bank statement/Cash Book Reconciliation:**

 HSBC bank statement numbered 302 dated 14th October 2017 was checked and reconciled with DPC’s Cash Book by Cllr. R Povall.

**134/17/3 – Initial consideration of the 2018/2019 Precept Budget.**

Prior to the meeting the Clerk had circulated a draft 2018/2019 Precept Budget to the members and it was duly considered by the members. A copy is annexed to these Minutes.

The members considered the draft budget at some length. The unknown factor was how much to Precept for in respect of the stringent procedures and additional workload imposed by the coming into force of the General Data Protection Regulations on 25th May 2018. The only estimate available to date is in the order of £3,000. It is to be hoped that either Shropshire Council or SALC will engage the services of a Data Protection Officer who could then advise all small parish councils on the necessary procedures and documentation to be put in place by 25th May 2018, and to then audit each parish’s GDPR procedures for a reasonable annual fee. The Precept Budget has to be finalized at DPC’s meeting 24th January 2018: hopefully by then it will be clearer if assistance is going to be available with the implementation and auditing of the GDP Regulations.

**135/17 - Any Other Business (for dissemination of information only)**

No matters were raised.

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

Date and venue of the next Diddlebury Parish Council meeting

7.30pm on Wednesday 24th January 2018 at Diddlebury Village Hall.

**MINUTES SIGNED BY David Hedgley**

**DATED 24th January 2018**