**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 23rd March 2016, 7.30pm at Westhope Village Hall**

**027/16: Present and apologies for absence**

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

**Apologies**

Apologies were accepted from Cllr. M Thomas

 **In attendance**:

 The Clerk Mrs J de Rusett, Unitary Cllr. C Motley, 18 members of the public and Mr S. Stevenson of Balfours.

**028/16: Declarations of Interest relating to this meeting.**

Members are requested to declare any Disclosable 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.

Cllr. Selina Thomas and Cllr. Stephen Povall declared an interest in the two planning applications, 16/00914/FUL and 16/00915/FUL.

**029/16: Public involvement session:**

No matters were raised at this juncture as all members of the public were present in respect of the planning applications and will raise their views/objections under planning.

**030/16: Approval of the Minutes of the Parish Council Meeting on 24th February 2016.**

The Minutes of the Parish Council Meeting held on 24th February 2016 had been circulated prior to the meeting. Cllr. Robert Povall proposed that the Minutes be approved as a correct record, Cllr. K. Worthington seconded the proposal: the members by a majority voted to approve the Minutes and they were duly signed by the Chairman.

**031/16: Matters arising from the Minutes of the Parish Council Meeting of 24th February 2016 not dealt with elsewhere on the Agenda**

131/15: Cllr. O'Boyle reported he had walked the footpath adjacent to Honeydene, where a new affordable home has been built, to check whether the required screening had been carried out. He confirmed it had, but it only relates to a small area. From the footpath the whole of the building is overlooked by walkers and it is a harsh intrusion into the countryside. In Cllr. O'Boyle's view additional screening is needed to the south west boundary. The Chairman said he would write to Ms Morgan asking if this could be done.

**031/16 - Reports**

031/16/1 - Chairman's Report

The Chairman reported on his parish council activities for the past month. He and the Clerk had attended at the offices of MFG solicitors in Ludlow to deal with the formalities and give instructions on the legal charge the Big Lottery wish to take over the village hall, of which the Parish Council is the custodian trustee.

He had a meeting with the Chairs of Munslow and Culmington Parish Councils to discuss the

possible appointment of a highways and environmental maintenance officer jointly by all three parish councils. A decision will have to await the outcome of the grant applications.

He had several discussions with Shropshire Council officials about CIL matters. He also had discussions with Highways and with the contractors about the proposals to close Mill Lane for pavement works.

He had visited Lower Corfton and discussed the planning matters on the agenda with some residents and he had considered all the objections to the applications.

031/16/2 - Unitary Councillor's Report

Cllr. Motley was detained at a previous meeting. She assisted with the discussion concerning the planning applications and other agenda items.

031/16/3 - Diddlebury Village Hall Report

Cllr. O'Boyle advised the AGM will be held in Diddlebury Village Hall on the 25th April. Cllr. O'Boyle reported that the community has to raise money towards the village hall refurbishment works. It had been planned to hold an open-gardens day, but this has had to be deferred to next year. The DVH committee welcome any fund raising suggestions. Donations can be made via the DVH website.

031/16/4 - Flood Action Group

 A multi-agency meeting is also to be held, the date will be advised shortly. There are still concerns about the drains in Bouldon. The FAG want to organise a parish-wide drain clearance day.

**032/16 - Planning Applications**

**032/16/1 - 16/00914/FUL** Application by Mr J Wrigley of Delbury Hall, Diddlebury for the erection of three detached dwellings with separate double garages: modification of access and installation of a septic tank at Shepherds Barn, Corfton. SY7 9LD.

Cllrs. Selina Thomas and Stephen Povall having declared an interest, took no part in the voting process in connection with this application.

The Chairman had visited the website and read all the objections, plus the ones delivered to the Parish Council. He distilled the objections to the following matters:

* 3 large houses plus garages was overdevelopment of a relatively small site
* The design and configuration of the houses was urban, which is out of character with this ancient settlement
* It would lead to the destruction of trees and habitats
* It would create a flooding risk
* It would lead to existing houses being overlooked
* Problems over access

The members of the public took it in turns to voice their concerns about the application. It appeared there were also Land Registry concerns about the boundaries and where the run-off from septic tanks would drain to, as the site is surrounded by private land. It was also felt it did not meet SAMDev criteria. Mr Stevenson of Balfours represented the applicant and responded to the objections and concerns. He produced a new plan which he felt went some way towards meeting those concerns. However the Parish Council could only consider the application before it, not any amended as-yet unofficial version.

After considerable debate and discussion among the councillors the following was **proposed** by the Chairman, **seconded** by Cllr. Fowler, and **supported by a majority vote**:

**The Parish Council OBJECTS to this application on the following grounds:**

1. This application constitutes over-development of the small site and its suburban design and layout are entirely out of character with the existing settlement. The proposed development would lead to the destruction of existing trees and habitats and would contribute to increased flooding risk.

2. The proposed access is unsuitable for further development as it would generate additional traffic. Access is via a single track unclassified lane which commences at a junction with the B4368, opposite the Sun Inn. This junction is dangerous and has been the scene of numerous accidents as the visibility lines, particularly looking towards Diddlebury, are poor and cannot be improved. The single track lane is narrow: whenever two vehicles meet there has to be manoeuvring into driveways or onto verges to facilitate passing.

3. There does not appear to be anywhere for the septic tank run-off to go other than onto adjoining private land.

4. Whichever way the proposed houses are configured, there will be a loss of privacy for existing overlooked householders.

**032/16/2 - 16/00915/FUL** Application by Mr J Wrigley of Delbury Hall, Diddlebury for the erection of six (6) detached dwellings (including one affordable dwelling), following demolition of former poultry unit and installation of package treatment plant, at the former poultry unit site, Corfton, SY7 9LD.

Cllrs. Selina Thomas and Stephen Povall having declared an interest, took no part in the voting process in connection with this application.

Again, the Chairman had visited the site, discussed this application with local residents and read all the objections.

* The design and configuration of the houses was urban, which is out of character with this ancient settlement. The present design resembled an urban housing estate.
* It would create a flooding risk.
* There were too many houses on the site.
* Problems over access.

However most people favoured a more sympathetic and smaller development on the site.

The Parish Council regretted that these applications hadn't been preceded by a consultative process as in their current formulation they were unacceptable to the residents of Corfton on many fronts, not least the proposed access, the design and configuration of the houses, which amounted to a urban intrusion into an ancient attractive hamlet.

The members of the public were given ample time to raise their objections and concerns, Mr Stevenson was given the right of reply. Having heard all the opinions, the councillors considered the application at length.

The following was **proposed** by the Chairman, **seconded** by Cllr. Fowler, and **supported by a majority vote**:

**That by a majority, the members of the Parish Council support this application in principle.**

However, the Parish Council's support is conditional upon the following matters being given serious consideration by the Planning Officers:-

**ACCESS**

There are two possible access ways to the proposed poultry sheds development: the Applicant has opted for the one which will cause the most distress, danger and inconvenience to the inhabitants of Lower Corfton and is completely unacceptable.

The proposed access is via an unclassified tarmac lane which commences at a junction with the B4368, opposite the Sun Inn. This junction is dangerous and has been the scene of numerous accidents as the visibility lines, particularly looking towards Diddlebury, are poor and cannot be improved. The single track tarmac lane is narrow: whenever two vehicles meet there has to be manoeuvring into driveways or onto verges to enable passing. When the tarmac lane ends, to the left is a very narrow gravel surfaced track which is used by four householders to reach their properties and is maintained by them: the track then continues to the old poultry unit site. This track is so narrow that manoeuvres along this stretch puts stop cocks and waters meters on the verges at risk as vehicles attempt to pass and has often led to vehicles ending up in the brook, causing banks to collapse into the brook, creating flood risk The gravel surface of this track allows surface water to percolate into the water courses. It is feared tarmacing this surface could cause flooding and would also destroy the rural nature of this part of the hamlet.

The Parish Council therefore asks that a Condition be placed on this application requiring access to the new development be by way of the existing track which ultimately served the poultry unit when it was operational. The access onto the B4368 from that track has good visibility splays in both directions of the B4368. Use of this track would ensure the additional traffic generated by the new development does not inconvenience the existing residents, riders, walkers and cyclists using the existing lane.

**DRAINAGE**

There are numerous concerns about the effects of the proposed new development on flooding.

Part of the access into the poultry farm site is a stone and gravel track. As stated above, the flood risk would be exacerbated if the lane were to be tarmaced, as suggested, as at present its surface of stone and gravel absorbs surface water, which tarmac would not.

There is a paucity of information in the application about how storm and foul-water run-off and drainage are to be dealt with and who is to be responsible for them.

The Parish Council ask that the Planning Officers ensure all flood prevention measures and treatments of foul and storm water are adequately dealt with by of relevant Conditions when determining this application.

**LAYOUT & DESIGN**

The 14 houses comprising Lower Corfton, as can be seen from the parish plan, are randomly placed, which contributes to the charm of this historic hamlet. The new development of six houses however has the houses placed in regimented straight-lines - a typical suburban housing estate design, which is completely alien to this character of this ancient hamlet.

The existing houses in Lower Corfton, (four of which are Listed Buildings), are a pleasing mix of predominantly stone construction with clay or natural slate roofs, with additional timber-framed and 18th Century rendered and Georgian brick houses. The suggestion that the new development should comprise of red brick was totally unacceptable and we are pleased to note an amended Design and Access Statement has revised that to stone and render. It is to be hoped this does not mean mere token courses of stone and a predominantly rendered finish.

It is also hoped that garage doors will be timber and not urban-style aluminium up-and-over doors.

The Parish Council requests that the Planning Officers make it a Condition of planning that a revised more random layout is adopted and an appropriate use of materials to ensure this new development sits more harmoniously within the existing hamlet.

It is also hoped all existing trees, hedges and screening will be preserved and augmented as necessary.

The Chairman thanked all the residents and Mr Stevenson for attending the meeting to assist the parish council.

**033/16 - Highways Issues**

The Chairman reported on his meeting with the Chairs of Munslow and Culmington Parish Councils about the appointment of a joint HMO. They had drafted a proposed advertisement. No further action can be taken until it is confirmed each parish council will be awarded a grant for 2016/2017: Munslow had not previously applied for one. Munslow's HMO requirements are slightly different as they have the care of a Burial Ground which needs quite a lot of maintenance. It is unclear how much longer the grant scheme will continue. Cllr. Motley felt it could continue until at least 2018 as it has a keen supporter in Chris Edwards of the Highways Dept.

**034/16 - Review of a replacement for the current DPC website**

The Clerk advised that the new website is well underway and appealed again for photographs of the parish for inclusion within it. Included in the website will be a section for local parish matters and notices, as well as the dedicated parish council pages. The Clerk and Sara Thompson will be having a training session shortly with the website team and the new website should be ready by the next meeting. The word is that 2ShropNet, which hosts DPC's present website, is to be closed down at the beginning of June.

The Chairman thanked Cllr. R Povall, the Clerk and Sara Thompson for their hard work in relocating the website.

DPC's new website address is: **www.diddleburyparish.co.uk**

**035/16 - Correspondence and Communications**

1. Letter 25.2.16 Clerk to Shropshire Council enclosing Minor Highway & Environmental Grant application, seeking a Grant of £3,000 for 2016/2017

2. email 25.2.16 Clerk to Tanya Draper, Shropshire Council Highways asking why Mill Lane needs to be closed from 29.01.16 to 06.04.16 for minor pavement works. Response was that it is the length of time the Contractors have said they need.

3. email 25.2.16 Clerk to Highways Dept. advising of remedial works needs in Bouldon and Peaton re flooding and a landslip.

4. 25.2.16 - Lodgement of enforcement enquiry with Shropshire Council relating to possible unauthorised business activity at Karray Cottage, Lower Corfton.

5. 08.03.16 - notification re 15/00346/OUT - proposed affordable dwelling SW of Pinstones Farm, Corfton. Outline Planning Permission granted 08.02.17

6. Letter 16.3.16 Clerk to Mr T Hall, Westhope re possible change of meeting dates for DPC.

7. email notification concerning a consultation process involving three draft Supplementary Planning Documents (SPDs) on:-

 1. Draft Type and Affordability of Housing SPD

 2. Draft Natural Environment SPD

 3. Draft Historic Environment SPD

 The draft SPDs can be viewed on-line at: new.shropshire.gov.uk/get-involved/draft-supplementary-planning-documents-spd-consultation

 or they can be viewed at the Shirehall, Shrewsbury, or Ludlow Library, 7/9 Parkway, Ludlow or Bridgnorth Library, Listley Street, Bridgnorth- during normal working hours.

8. 22.3.16 - notification that the Annual Town & Parish Emergency Planning Briefing 2016 is being changed from 15th June to 1st June: venue Shirehall, Shrewsbury, 6.30pm - 8.30pm.

9. Paper prepared by Chairman re possible CIL Contributions from the Corfton developments (if approved)

10. Bundle of objections to the Corfton developments as per list.

**036/16 - Finance**

036/16/1: Finance Report for meeting on 23rd March 2016

Balance of **Precept Funds** brought forward from February 2016 **£5,234.08**

**Less:** Cheque no. 200114 dated 21.1.16 to Corvedale News £ 50.00

 £5,184.08

**Less: cheques to be authorised for payment on 23.03.16**

1. Clerk’s net salary for March 2016 £113.27

2. HMRC – PAYE on Clerk’s salary for March 2016 £ 28.40

3. Clerk’s expenses for March 2016 (itemized below) £ 22.39

Total deductions from Precept Funds for March 2016 £164.06 £ 164.06

**Balance of Precept Funds carried forward to April 2016 £5,020.02**

**Clerk's expenses for March 2016**

1. March 2016 contribution towards

 telephone and Internet expenses £ 5.00

2. 6 x 2nd class stamps plus postage on Highways Grant application £ 4.19

3. Travelling expenses claimed at 30p per mile

 23.03.16 - Leinthall Earls to Westhope - 44 miles £13.20

 Total expenses claimed **£22.39**

**Total funds held by Diddlebury Parish Council after this meeting**

**1.** Balance of Precept Funds c/fwd to April 2016 **£5,020.02**

**2.** Highways & Environment Grant funds

 b/fwd from February 2016 **£1,527.07**

**3.**  Other ring-fenced sums held in Diddlebury PC’s Account

* **Corvedale Youth Club** **£ 650.39**
* **Diddlebury Stream Management Group**  **£ 128.75**
* **Balance of Donations for** **War Memorial**  **£ 105.13**

**4. Transparency Code Funding Grant** - received 23.02.16 **£2,004.20**

 **Total of DPC funds c/fwd to April 2016 £9,435.56**

Cllr. A Watson proposed that the Finance Report be approved and the issuing of the cheques authorised: seconded by Cllr. Robert Povall and unanimously agreed by the members.

036/16/2 - Cash Book/ HSBC Bank Statement No. 281 dated 14th March 2016 - reconciliation prepared by Clerk was verified by Cllr. Robert Povall.

036/16/3 - The Chairman advised that there has only been one application for a donation, namely by the Clover Club. He **proposed** that the Club be awarded £50, **seconded** Cllr. K. Worthington and **agreed by a majority vote**.

**037/16 - Big Lottery Legal Charge over Diddlebury Village Hall**

The Chairman advised that DPC's solicitors were still awaiting documents from DVHC's solicitors before the Big Lottery's proposed legal charge over the village hall can proceed.

There is a suggestion that DPC should hand over its role as Custodian Trustee of the village land and premises to the Official Custodian of Charities. As time is of the essence, it may be necessary to call an EGM to deal with this issue.

**038/16 - Any Other Business (for dissemination of information only)**

The Chairman asked that the May meeting (the APM and AGM) , fixed for the 25th May 2016, be moved back a week to the 18th May 2016 as he will not be available to Chair the meeting on the 25th May. The members unanimously agreed to this change.

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There being no further business, the meeting closed at 10.20pm

Date and venue of next meeting:

 7.30pm on Wednesday 27th April 2016 at Diddlebury Village Hall.

**MINUTES SIGNED BY David Hedgley**

**DATED 27th April 2016**