

**DIDDLEBURY PARISH COUNCIL**

**Chairman: Cllr D Hedgley**

Clerk: Mrs Jean de Rusett, 12 Church Road, Brampton Bryan, Bucknell, SY7 0DH

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**MINUTES**

**Of the meeting of Diddlebury Parish Council  
held on Wednesday 23<sup>rd</sup> November 2022 at 7.30pm at Diddlebury Village Hall.**

**127/22 – Present**

Cllr. D Hedgley - Chairman, Cllr. R Povall, Cllr. A Watson, Cllr. T. O’Boyle, Cllr. A Rattu, Cllr. C Martyn, Cllr. R Morgan, Cllr. S Povall, Cllr. T Pardoe

**In attendance** - the Clerk and Unitary Cllr. Motley.

**128/22 – Declarations of Interest.**

Members were 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.

**129/22 – Public involvement session,**

No members of the public attended the meeting.

**130/22– Approval of the Minutes of the 26<sup>th</sup> October 2022**

The Minutes of the Meeting on 26<sup>th</sup> October 2022 had been circulated to councillors prior to this meeting and publicised on the website. No amendments were requested at the meeting. Cllr. S Povall **Proposed** that the Minutes of the meeting on 26<sup>th</sup> October 2022 be adopted as a correct record of the meeting’s business.

Proposal **Seconded** by Cllr. Martyn

**Vote on Proposal:** Councillors unanimously voted in favour of the Proposal. The Chairman signed the Minutes.

**131/22: Matters arising from the Minutes of the 26<sup>th</sup> October 2022 not dealt with elsewhere on the Agenda.**

120/22/2: Cllr. Rattu will contact Heather Coonick to follow up on the progress of the Munslow speed survey.

126/22/2: Key to DVH for Clerk. Cllr. Rattu reported there are currently no spare keys for the Diddlebury Village Hall. He will refer to the operating manual to see how the key pad works and report back at the next meeting.

Boundaries Review: Cllr. R Povall reported he is awaiting information from Seifton Bache residents as to which parish they wish to be in: some are still confused about the criteria.

### **132/22: Further consideration of a request that the Sun Inn, Corfton, be made an Asset of Community Value.**

The Chairman advised whether the Sun Inn is within the criteria for an Asset of Community Value remains unclear: to clarify the matter might involve a legal opinion which would involve unwanted expense. He questioned whether DPC and the Diddlebury Parish community wanted the Sun Inn as an ACV when it has other pubs locally and two village halls for community use. If the Sun Inn comes onto the market, DPC could challenge any change of use proposed, if there is a local appetite to keep the Sun Inn operated by the community as a pub.

The Chairman **proposed** that having investigated aspects of seeking an ACV for the Sun Inn, it was not felt necessary or appropriate to take the matter any further.

Cllr. R Povall **seconded** the proposal.

**Vote:** councillors voted unanimously in support of the proposal.

### **133/22 – Reports**

133/22/1 – Chairman’s Report: The Chairman received numerous calls about lorries and machinery blocking access to parts of Bache Mill, and about quantities of mud on the road created by the building site’s operations. He had visited the site and discussed the problems with Jack Wrigley. Cllr. Martyn reported the road is now being swept and is somewhat improved. The Chairman has had conversations with Mr Peace about the issue with the Sun Inn. He has been contacted by Mr Adrian Wilkes, who has heard from a reliable source that the Wrigleys are planning to build affordable homes in Diddlebury. The Chairman advised DPC was unaware of any such application. Mr Chris Thomas of Church Farm had contacted him advising that the resurfacing works to DVH car park have caused drainage problems to his driveway. Mr Thomas was referred to the DVH Committee to discuss the matter. He had purchased a wreath and attended the Remembrance Day Service in Diddlebury, representing the DPC. He has had further discussion with Mr Keyland of Highways concerning the damaged bridge in Bouldon.

#### 133/22/2 – Unitary Cllr. Motley’s Report

Cllr. Motley advised there are three boundary reviews being conducted in Shropshire simultaneously: a constituency boundary review- the latest plan for which is now open for consultation; a divisional boundary, whereby it is hoped divisions can be organised into units of 3500 residents each, and the town and parish boundaries review. The latter review may be affected by the divisional review, and she suggested parishes suspend their reviews until the divisional boundaries are resolved, as they may involve altering parish boundaries. She hopes to be able to report fully on this at our January meeting. Cllr. S Povall felt SC should be concentrating more on budgets and finance than on boundaries. Cllr. Motley advised SC has still not been advised by the government what its financial settlement will be, but details are promised by 21<sup>st</sup> December 2022.

#### 133/22/3 – Flood Action Group Report

Cllr. Martyn advised a multi- agency meeting took place on 31<sup>st</sup> October. Repairs to Bouldon Bridge were on FAG’s wish list: Mr Keyland had been asked to get it repaired but said he was still waiting for various approvals. The Chairman advised a solution had been put forward

involving a trench, gate and bund but the work had never materialized. Opponents want the bridge taken down and replaced by one with metal railings.

The Bouldon water gauge has been re-set. The FAG are still seeking a suitable site and housing for keeping sand bags safe in Mill Lane: a special chest would cost £1200, or a steel shed £200, but a site is needed to house the shelter. Cllr. Rattu asked why householders along Mill Lane couldn't store bags and use them when needed. Cllr. Martyn advised the sandbags need to be kept dry until used and Highways require them to be kept secure and dry.

#### 133/22/4 – Diddlebury Village Hall report

Cllr. Rattu advised on football matches to be shown in DVH and a joint Christmas Fair with the church. There is a big push on social media and Facebook to promote the hall.

#### 133/22/5 – Westhope Village Hall

Cllr. Watson advised the renovations at Westhope were going well: the lighting has been upgraded and quotes have been obtained for the two outside doors which need replacing. She is in negotiation with Airband about their scheme for free Broadband access for village halls.

#### 134/22 – Planning matters

There were no planning applications.

#### 135/22 – Highways and Environmental issues

Quotations had been obtained for a second Speed Indicator Device. One without a data capture facility is £2,940 plus VAT and the extra brackets needed will cost £156 plus VAT.

A SID with a data capture facility powered by Bluetooth will cost £3,481 plus VAT and £156 plus VAT for extra brackets.

Cllr. O'Boyle **proposed** that DPC should purchase the version with the data capture facility, plus extra brackets.

Cllr. Rattu **seconded** the proposal.

**Vote:** councillors voted unanimously to the proposal.

It was agreed that Cllr. Rattu would deal with the data capture operation of the SID.

#### 136/22 – Correspondence and communications received in November 2022

Councillors considered the following matters:

1. Email via SALC from Jessica Lancod-Frost ([Jessica.Lancod-frost@nalc.gov.uk](mailto:Jessica.Lancod-frost@nalc.gov.uk)) concerning the Boundaries Commission for England (BCE) 2023 Boundary Review of constituency boundaries. BCE has consulted widely and has produced a consultation review on the redrawing of constituency boundaries and parish councils are invited to study the proposed review and provide any feedback by the 5<sup>th</sup> December 2022. Contact <https://www.bcereviews.org.uk> to read the latest version and view map of the proposed review of Ludlow Constituency. Any comments or observations to be sent using BCE's Partner Toolkit.
2. Email from Mrs Betty Manley on behalf of Westhope Village Hall Committee, thanking DPC for its grant towards the refurbishment of Westhope Village Hall.

3. Email Clerk to SC Planning Dept. re incorrect wording re 22/03785/LBC and confirmation from SC that the wording on the portal has been changed.
4. Notification from SALC that SC's Civility & Respect Project has made progress and can be reviewed on [CIVILITY AND RESPECT PROJECT \(nalc.gov.uk\)](http://nalc.gov.uk)
5. Email Chairman to Mr Andy Keyland, Highways Dept. reminding him that no work has been carried out on the hole in the wall of the bridge in Bouldon as yet another winter has arrived and the problem escalates.
6. Notification of Highways Works, leading to road closure on 10<sup>th</sup> and 11<sup>th</sup> December 2022 involving the A49 and the B4365 by Ludlow Racecourse.
7. Emails Clerk to Ms Sara Thompson and Ms Heather Connick advising them DPC is not after all proposing to set up a new website and thanking them for their assistance.
8. Email from [melanie.holland@shropshire.gov.uk](mailto:melanie.holland@shropshire.gov.uk) advising that under Localism Act 2011 all housing authorities have to produce a tenancy strategy setting out. SC's Draft Tenancy Strategy can be viewed on line and any comments councillors may wish to make on it must be submitted by the 6<sup>th</sup> January 2023.
9. Email from Mark Fox ([Mark.A.Fox@kier.co.uk](mailto:Mark.A.Fox@kier.co.uk)) of Kier, advising that Kier plan to carry out improvements in Diddlebury between Peaton junction and Mill Lane on 5<sup>th</sup> and 6<sup>th</sup> December 2022 between 9.30am and 2.45pm on both days, when the road will be closed to all but residents. Diversions will be in place.
10. Consultation inviting proposals for new council divisions and division boundaries for Shropshire Council. Consultation closes on 30<sup>th</sup> January 2023. Contact [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk) for details.

### **137/22 – Finance Report for November 2022**

**1. Precept balance b/fwd from October 2022 **£5,812.77****

**Less:** Cheques/debits authorised to be drawn on Precept Funds in Nov. 2022

1. HSBC – bank charges	£ 7.40	
2. Clerk's net salary for November 2022	£250.00	
3. PAYE on Clerk's November 2022 salary	£ 15.00	
4. Refund to Chairman of cost of poppy wreath for the Remembrance Day ceremony	£ 20.00	
4. <u>Administrative expenses incurred by the Clerk in November 2022</u>		
• November contribution towards telephone & Broadband provision @ £20 per month	£20.00	
• 8 x 2 <sup>nd</sup> class stamps	£ 5.44	
• 1 pkt A4 copy paper	£ 6.50	
• Travelling expenses claimed at 45p To Diddlebury Village Hall for meeting on 23.11.22 - 32 miles @ 45p per mile	<u>£14.40</u>	
Total of Clerk's November admin expenses	£46.34	<u>£ 46.34</u>
<b>Total of November 2022 admin. expenses</b>		<b><u>£338.74</u>      <u>£ 338.74</u></b>

**474.03**

**2 Ring-fenced, reserves & third-party funds held by Diddlebury Parish Council**

- **Community Infrastructure Levy /Neighbourhood Fund**  
Balance b/fwd from October 2022 **£18,077.83**  
(NB: £2500.00 plus VAT owed to JJ Gilleran Ltd for the white line marking on the resurfaced car park/playground. Work not yet completed)
- **Environmental works & asset management fund**  
Balance b/fwd from October 2022 £ 1,599.27  
**Less:** Mr J A Woodhouse - invoice 20.11.22 for painting and repairs to DPC assets £ 880.00  
**Less:** Mr F Woodhouse - invoice dated 21.11.22 for painting and repairs to DPC assets £ 440.00  
£1320.00    £1,320.00  
Balance c/fwd to January 2023 £ 279.27    **£ 279.27**
- **Legal expenses ring fenced fund** balance b/fwd from October 2022 **£ 750.00**
- **Flood Action Group funds** - balance b/fwd from October 2022 **£ 246.35**

Cllr. Watson **proposed** that the cheques listed in the Finance Report should be authorised for payment.

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

**Vote:** Councillors unanimously voted in support of the proposal.

**3. Balance held by DPC following authorisation of the payments listed above**

1. Precept balance	£ 5,474.03
2. Community Infrastructure Levy/Neighbourhood Fund	£18,077.83
3. Environmental works & asset maintenance fund	£ 279.27
4. Legal expenses ring fenced fund	£ 750.00
5. FAG third party funds	<u>£ 246.35</u>
Total:	<b><u>£24,827.48</u></b>

**4.Verification by Councillors of the Clerk’s reconciliation between HSBC bank statement 363 and DPC’s Cash Book.**

Cllr. O’Boyle verified the reconciliation.

**5. Initial consideration of the 2023 - 2024 Precept Budget**

A draft Precept Budget had been circulated by the Clerk prior to the meeting and was considered by councillors. The 2022/2023 Precept Budget was for ££8,655. An initial view of the 2023/2024 budget is that it will be in the area of ££6,550. The NALC pay scales for the Clerk’s salary had not been available when the 2022/2-23 Precept was set and now available show she has been under paid by £70. It was agreed the £70 should be paid before the end of the financial year - 31.03.23. It was also agreed that her 2023/2024 salary should be set at £3,250. The Precept Budget will be further considered and set at the meeting on 25<sup>th</sup> January 2023.

It was also agreed that on the agenda for the January meeting will be a proposal to transfer £3500 from the Neighbourhood Fund/CIL funds into a Reserve Fund for future maintenance work on the DVH car park.

**138/22 – Any Other Business (for dissemination of information only).**

No matters were raised.

There being no further business to conduct, the Chairman closed the meeting at 9.00pm.

**Date and Venue of next meeting:  
Wednesday 25<sup>th</sup> January 2023, 7.30pm at  
Diddlebury Village Hall**

Minutes signed by: Robert Povall

**Dated:** 25<sup>th</sup> January 2023