**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

Website address: www.diddleburyparish.co.uk

**MINUTES**

**Of the Parish Council Meeting**

**held on Wednesday 23rd January 2019 at 7.30pm at Diddlebury Village Hall**

**001/19: Present and apologies for absence**

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

**Apologies**

Apologies were received and accepted from Cllr. R Povall and Cllr. S Thomas

**In attendance**:

The Clerk, Mrs J de Rusett, Unitary Cllr. C Motley and five members of the public

On behalf of the parish council, the Chairman offered our condolences to Cllr. M Thomas on the recent death of his wife.

**002/19: 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.

**003/19: Public involvement session:**

No matters were raised.

**004/19: Approval the Minutes of the Meeting held on 28th November 2018**

The Minutes of the meeting held on 28th November 2018 were considered by the councillors. Cllr. K Worthington **proposed** that the Minutes be approved as a correct record of the meeting.

**Proposa**l **seconded** by Cllr. M Thomas

**Vote:** with one abstention the Minutes of 28.11.18 were approved and duly signed by the Chairman.

**005/19: Matters arising from the Minutes of 28th November 2018**

136/18: DPC’s entry on the Planning Portal has been corrected to state it objected to the application 18/04563/OUT.

119/18/3: Cllr. Woodhouse apologised that DPC’s two letters to the Village Hall Committee asking for the notice board to be reinstated had gone unanswered. DVHC need to consult on exactly where it should be affixed to the village hall.

.

143/18/2 and 143/18/4: The Clerk had written to Mr Keyland at Highways about these issues on 04/12/18: having received no response she had written again on 16.01.19 and on 17.01.19 Mr Keyland indicated he had delegated the 30mph speed extension in Mill Lane and the mirror for Bache Mill Lane. Cllr. Watson’s calls to Highways had resulted in the flood waters on the B4368 being dealt with. It did not appear the EMO has installed the reflector posts on Mill Lane by Honeydene, Members debated whether a mother & child road sign should be placed near Honeydene given the lack of visibility and lack of pavement between there and the school.

143/18/5: The Clerk had sought advice from Ms McFarlane about branches overhanging footpaths. The advice she gave is its the responsibility of the landowner to ensure the trees and branches create no dangers to footpath users. The Chairman will meet with Cllr. S Povall (Tree Warden) to review FP20.

145/18/1: The Clerk had ascertained that the purchase of a portable speed awareness sign will not affect DPC’s insurance premium, and that volunteers using the machine are covered by DPC’s indemnity and personal injury insurance, subject to training, equipment and a risk assessment.

147/18/3 The Chairman confirmed a notice about dog fouling had been sent to the Corvedale News and placed on the website.

**006/19: Reports**

006/19/1 – Chairman’s Report

The Chairman had completed SC’s consultation on its proposed withdrawal of Bring Banks: he had emphasised withdrawing this service will undoubtedly lead to excessive fly-tipping which will cost SC more to clear up than to provide the service.

.

In accordance with the terms agreed, the Silent Soldier has now been removed from the churchyard and is temporarily being stored. It is hoped to make a plinth so the it can be stood in the church along with articles about the war dead. A generous contributor had made up the short fall in the purchase price.

The application he had painstakingly drafted and submitted to SC’s Internal Infrastructure Group (IIG), seeking payment of the £11,000 CIL funds due to DPC had been briskly rejected by IIG on the stated grounds: “Members of the IIG indicated that only very limited development has taken place in the area, and the project is therefore not considered to be infrastructure linked to development that has taken place, or will take place in the future. The IIG therefore unanimously agree that, unfortunately, the application could not be supported under the UK Government’s CIL Regulation”.

The Chairman is now working with Cllr. Motley on putting together an appeal against this refusal to pay DPC’s CIL funds. It is hoped a meeting will be set up for the Chairman and Cllr. Motley to meet the IIG team.

006/19/2 – Unitary Cllr Motley’s Report

Cllr. Motley commented at length on the refusal by SC’s IIG to release DPC’s CIL entitlement.

Members representing the south of the county had a very frank and open meeting with the Leader of the Council (at their request) and expressed their frustration at the poor service delivery and lack of opportunities in the south of the country as opposed to the centre and north. Members were particularly concerned about the state of the southern roads and lanes. They were also concerned at the failure to distribute Community Infrastructure Levy funds: to date the chief beneficiaries appear to be towns in the north and centre of the county which need new classroom spaces as a result of housing development. Members strongly requested the reinstatement of the post of Commissioner for South of the county which has ceased without warning last year.

Cllr. Motley advised that Clare Fildes, Great Outdoors Partnership Manager, has been asked to take responsibility for putting together a cultural and heritage strategy for Shropshire. Cllr. Motley commented that it was extremely unfortunate that Cabinet had taken the decision to disband the Community Enablement Team as they could have made a valuable contribution to this work.

Cllr. Motley also reported on her work with a government Rural Stakeholders group.

She also reported that the provisional Government Funding Settlement for local authorities wasn’t as bad as had been anticipated this year.

Cllr. Motley, representing the Shropshire Hills AONB, met Julian Glover who has been commissioned by the Secretary of State at DEFRA to undertake a review of the AONB’s and National Parks. She contributed at three meetings with Mr Glover during the two days of his visit to Shropshire, which covered a wide range of topics concerning AONBs and protected landscapes. We await his findings with interest. The new Director of Place, Mark Barrow, is keen to develop a Rural Strategy for the county. Cllr. Motley will work with him on this, using valuable evidence from the Rural Services Network with the objective of revitalising rural areas in Shropshire.

Cllr. Motley has been advised that a Community Fund is available which may enable parish councils to apply for grants. She will obtain further details for the next meeting.

Cllr. Woodhouse asked Cllr. Motley to note that he has had a lot of complaints from people about the new parking charges in Ludlow (£1.80 an hour for on-street parking up from 50p) and the abolition of the 15 minutes pop-and-shop scheme. This was particularly causing problems for older people or those who have mobility problems. Cllr Motley advised DPC to write to Mr Steve Davenport at SC to register the council’s dissatisfaction with the parking charges.

006/19/3 – Diddlebury Village Hall Report

Cllr. Woodhouse advised that a load of scalpings had been used to infill some of the potholes but they have sunk: he is pursuing another avenue for a car park renovation grant. A generous donor has enabled new stage curtains to be ordered. 14 groups now book the hall on a regular basis as opposed to the one group before the renovation. More new fitness classes are due to start. Cllr. Watson asked if there could be more events which are child focussed.

006/19/4– Flood Action Group

Cllr. O’Boyle reported that Geoff Neden is pursuing an appointment with the Flood Officer at SC. FAG members inspected the leaky dams built at Wilderhope following recent heavy rain and can report that they seem to working well.

006/19/5 – Westbury Village Hall Committee representative’s report

Cllr. Watson advised it has become apparent that a lot of work needs doing at Westhope Village Hall including a new lighting system, so the Committee are planning a series of fund-raising activities. Happily, there has been an increase in the number of hall bookings.

**007/19 – Planning Applications**

**7.1** -**18/05568/FUL** – proposed conversion of barns into two dwellings and installation of

septic tanks at Hale Barns, Diddlebury.

The Chairman outlined the comments on the SC Planning Portal. There were a number of public objections to the application which centred mainly on the proposed access via the narrow single carriage lane leading to Pinstones Farm, which already carried HGV and large agricultural vehicles. The consultee comments were generally neutral but no information had been submitted about access. The Design & Access Statement was considered. The Chairman believes Hale Barns are not in the identifiable Corfton Settlement footprint and are therefore open countryside in planning terms, but other members felt they could as easily be part of the Corfton cluster. The matter proceeded on the basis that they are open countryside and fall under open countryside criteria re planning. Cllr. S Povall felt DPC should support applications which promote the conversion of redundant agricultural buildings. Cllr. Worthington was concerned about the access and the lack of information given. The Chairman indicated the application will not be passed by SC unless access conditions are met. After discussion – Cllr. S Povall **proposed** that DPC should support this application.

Cllr. Woodhouse **seconded** the Proposal

**Vote: Five members in favour, two abstentions – Proposal carried.**

**7.2**- **18/05601/OUT** – proposed erection of three holiday lodges, formation of vehicular access and car park and erection of plant and storage compound. Outline application to include access, layout and scale, but with matters of appearance & landscaping reserved, on land south of Honeydene, Mill Lane, Diddlebury.

The applicants attended to assist the members. The Chairman noted there were no public objections to the application and the consultee comments on the Planning Portal were supportive. The lodges will be built in phases, are in-filling, are not in the AONB or the Conservation Area, are part of a farm diversification scheme and will create part-time employment for a house-keeper. Cllr. Worthington was concerned they will create more traffic at an already dangerous corner. The Chairman felt this would reinforce our arguments for extending the speed limit. Cllr. Watson was concerned it breached the “no development in Diddlebury finding” in the Parish Plan. The Chairman advised holiday lodges are not part of that prohibition: they cannot be let or sold as private houses.

Cllr. Worthington **Proposed** that DPC should support this application.

Proposal **seconded** by Cllr. Woodhouse

**Vote: Five members in favour, two abstentions – Proposal carried**.

**7.3** - **19/00121/FUL -** proposed erection of a first-floor extension to 2, North Sutton, Great Sutton, Ludlow, SY8 2AJ

The applicant attended to assist the members. The Chairman noted there were no public objections, indeed the adjoining neighbours supported the application and had erected a similar extension to their property. The consultee comments raised no issues – the application does not involve drainage or other services as they are in situ.

Cllr. O’Boyle asked by what percentage the house would be enlarged. The applicant responded it would be by a third as they have an expanding family and need more room.

It was noted the proposed materials will match the existing ones.

The Chairman **Proposed** that DPC should support this application.

Proposal was **Seconded by** Cllr. S Povall

**Vote: Unanimous in favour – proposal carried.**

**7.4** – **19/00144/FUL** – proposed conversion of traditional agricultural buildings into residential dwelling & new access road at Broncroft Lodge Barns, Broncroft, SY7 9HP

The applicant attended to assist members. The Chairman advised there were no public

objections. Bat boxes would be needed. Lighting would be PIR controlled. Only sympathetic building materials would be used.

The FAG noted the applicant proposes a soakaway for disposal of surface water and advise that he should carry out soakage tests and design the soakaway on the basis of the results. The applicant proposes vehicle access and hard standing. The proposed gravel surface must be permeable.

The applicant advised the buildings were unsuitable for modern farming and were basically storing rubbish and redundant machinery. A replacement shed would not be needed. As a farm diversification scheme they hope to convert the building into a dwelling; they are undecided yet whether for a holiday cottage or a long-term let. They are making no additions to the building.

The members agreed it was a beautiful building and it would be good to see it safeguarded and brought back into use.

Cllr. Woodhouse **Proposed** that DPC should support this application

Cllr. M Thomas **Seconded the Proposal**

**Vote: Unanimous in favour – Proposal carried.**

**7.5** - **18/05205/FUL –** Report from Chairman on an application for the erection of a painted timber summerhouse at Bache View, 3 Seifton Bache SY7 9LG. This application was dealt with pursuant to Standing Order 27. A Group comprising Cllr. Worthington, Cllr. S Thomas and Cllr. A Watson had considered the application and reported that the DPC should support the application, which duly occurred.

**008/19– Minor Highways and Environmental matters**

The Clerk was requested to check with the EMO what was happening about the proposed reflectors by Honeydene.

**009/19 – Communications and Correspondence to be considered**

Councillors considered the following items:

1. 4.12.18 – letter Clerk to Mr A Keyland, Highways, requesting (a) that a mirror be placed on the B4368 opposite the Bache Mill lane, and (b) that the 30mph speed limit in Mill Lane, Diddlebury be extended to past Honeydene on health & safety grounds and (c) that the blocked drains on the B4368 by the bridge be cleared.

No response, so chased 16.01.19

Response received 17.01.19 – (a) and (b) Mr Keyland asks the traffic team (WSP) to investigate. As to the blocked drain, Cllr Watson’s calls to the Highways Department had resulted in the blocked drain being cleared.

1. 29.11.18 – letter Clerk to Planning Officers advising that DPC’s consideration of application 18/04563/OUT (17 houses at The Moors) was to object to the application, but on the Planning Portal it was stated to be “neutral”. Asking them to correct DPC’s response – which they duly did.
2. 29.11.18 – Shropshire Local Plan Review – “Preferred Sites” Consultation – on Agenda to be discussed tonight.
3. 04.12.18 – letter Clerk to Mr C Thomas of DVHC asking for DPC’s notice board to be returned to the village hall. No response so raised the matter again with Mrs Sally Woodhouse on 22.01.19.
4. 04.12.18 – email Clerk to Ms McFarlane, Footpaths Officer at SC asking whose responsibility it is to cut back branches which overhang footpaths. She responded that the duty to cut back any dangerous branches rests with the landowner on whose land the tree is sited.
5. 05.12.18 – information from SALC re a grant scheme to promote road safety, run by the Police & Crime Commissioner . Grant to be considered at meeting tonight.
6. Letter Clerk to insurers seeking advice on the proposed purchase of a mobile speed indicator device. Insurers advised such a purchase would not increase DPC’s insurance premium and that suitably trained volunteers using the equipment are insured too.
7. 11.12.18 – email Clerk to Lisa Bennett, Safer Roads Partnership concerning her statement that the police had been monitoring speed on the B4368 in Diddlebury and would be asked to include Mill Lane. Advising her no one had ever seen any such Police activity in Diddlebury and asking for further information on when this was supposed to have occurred. No response to date.
8. 03.01.19 – Notification from SC Planning Dept, re 18/05205/FUL – application for a summerhouse at Bache View, 3 Seifton Bache. Planning permission granted 03.01.19
9. 09.01.19 – notification from Shropshire Wildlife Trust that they are having a tree planting session at New House Farm, Shipton TF13 6LB from 10am on Saturday 2nd February 2019 – volunteers invited to help.
10. CIL: 08.01.19 notification from Gemma Davies, Head of Economic Growth at Shropshire Council up-dating information about submitting CIL applications.
11. 09.01.19 email from Gemma Davies advising the Chairman of DPC that DPC’s application to access its CIL funds to go towards the cost of resurfacing the Village Hall car park has been rejected on the grounds “only limited development has taken place on the area and the project is therefore not considered to be infrastructure linked to development”
12. Letter from Sara Pearce, Community Ambassador of Airband Community Internet Limited. seeking assistance with the championing of better Broadband for the area. She is happy to come to a DPC meeting to discuss the matter, or to provide articles for the parish magazine or our website.

The Clerk was instructed to ask Airband to send an article to the Corvedale Magazine and to let DPC have an article it could post on the website.

**010/19 – To agree the Precept Budget for the financial year 2019/2020 and to authorise a Precept Requirement form for submission to Shropshire Council.**

The 2019/2020 Precept had been discussed at length at the November meeting and a revised Budget was prepared and circulated by the Clerk. After further consideration of the Budget the Chairman **Proposed** that DPC applies for a 2019/2020 Precept of £5,552.00

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

**Vote: Proposal carried unanimously.**

The Chairman and Clerk duly signed the Requirement Form.

This is an increase of £424.00 on last year’s figures which reflect increased costs.

**011/19 – Finance Report for December 2018/January 2019**

Precept balance carried forward from November 2018 **£3,257.25**

**Less:** Cheques authorised to be drawn on precept funds on 23.01.19

1. Clerk’s net salary for Dec 2018/January 2019 £325.44
2. HMRC – PAYE on Clerk’s Dec 2018/Jan.2019 salary £ 81.40
3. Chairman’s expenses – ink cartridge £ 44.36
4. Diddlebury Village Hall – hire charges 2018/Feb 2019 £115.00
5. “Clerk Direct” annual subscription £ 12.00
6. Administrative expenses paid by Clerk in December 2018/

January 2019 on behalf of DPC and reclaimed

* Contribution towards Dec/January telephone

and Broadband cost @ £15 per month £30.00

* 6 x 2nd class stamps & 6 x 1st class – 17.01.19 £ 7.50
* 1 ream A4 copy paper £ 2.75
* 1 x lever arch file, 3 x pkts file dividers £ 5.00
* Travelling expenses claimed on behalf of

Diddlebury Parish Council at 45p per mile

To Diddlebury Village Hall for DPC meetings on:

 01.11.18 - 45 miles ) omitted from November

15.11.18 - 45 miles) claim

23.01.19 - 45 miles

Total of 135 miles @ 45p per mile £60.75

Total of Admin expenses paid by Clerk £106.00 £106.00

 £684.20 £ 684.20

 **Balance of Precept funds c/fwd £2573.05**

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 November 2018 **£2,502.61**

(No claims made in December 2018 or January 2019)

* Transparency Code Grant funds b/fwd from November 2018 £ **712.49**

(No claims made in December 2018 or January 2019)

* War Memorial Fund balance b/fwd from November 2018 **£ 45.13**
* “Silent Soldier” campaign: donations totalling £250 received from:

Mr L Robinson

Mr Ian Davies & Ms Sara Thompson

Mr G Neden

Mrs K W Woodhouse

Mrs Crowther

Mr P M Cockburn

Mr & Mrs P Drakes

Mr & Mrs Hunter

Mr J Bergius

Cheque for £250 paid to Mr D Hedgley to refund his outlay for the purchase of the Silent Soldier

* Funds held for Diddlebury Flood Action Group

Balance b/fwd from November 2018 **£ 356.57**

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

Cllr. M Thomas **Proposed** that the cheques listed above be authorised for payment

**Proposal seconded** by Cllr. S Povall

**Vote: Proposal carried by unanimous vote.**

1. **Balances held by DPC following authorisation of cheques on 23.01.19**

**Precept Funds £2,573.05**

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

 **Environmental Grant Funds £2,502.61 Transparency Grant funds £ 712.49**

**War Memorial Funds £ 45.13**

**Funds held for Flood Action Group £ 354.57**

**Reserves Fund £5,412.29 Total funds c/fwd £14,042.43**

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

Cllr. S Povall verified the Clerk’s reconciliation between HSBC statements numbered 316 and 317 and DPC’s Cash Book.

**012/19 – Consideration of a report from the Parish Plan Steering Group and SC’s Local Plan Review - Preferred Sites Consultation document**

The report prepared by Mr Ian Davies of the PPSG had been circulated prior to the meeting along with the PPSG’s response to SC’s Local Plan Review – Preferred Sites Consultation.

The PPSG requested DPC’s support in withdrawing Corfton from the Community Cluster.

The request was debated: the Chairman advised even if a withdrawal is requested it won’t become legal before 2022 – and it still leaves Corfton vulnerable to the government’s Exception Sites policy.

The Corfton petition was also considered with its request that DPC supports no further development in Corfton.

PPSG’s response to the Shropshire Local Plan Review – Preferred Sites Consultation document was considered and after lengthy discussion, it was agreed that DPC’s response to this Consultation should mirror that submitted by the PPSG.

The Chairman **Proposed** that DPC will formally request that Corfton is withdrawn from the Community Cluster and becomes Open Countryside for planning purposes; that DPC will not support further applications for new housing in Corfton and that DPC will submit a response to the SC Local Plan Review - Preferred Sites Consultation document which mirrors that of the PPSG.

**Proposal seconded** Cllr. O’Boyle

**Vote: members voted unanimously to support the Proposal.**

**013/19 – Any Other Business (for dissemination of information only)**

No matters were raised.

**114/19 - Exclusion of the Public**

The Chairman **proposed** that the public should be excluded from the remainder of the meeting on the grounds that the consideration of the following items may involve the likely disclosure of confidential or sensitive information pursuant to (Section 1(2) Public Bodies (Admission of Meeting) Act 1960:

Items for discussion - two Enforcement Notices relating to properties within Diddlebury parish

The **proposal was seconded** by Cllr. Watson

**Vote: proposal carried unanimously.**

The public were asked to leave the meeting and discussion on the two items then took place.

There being no further business, the Chairman closed the meeting at 9.45pm.

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

 **27th February 2019 - 7.30pm at Diddlebury Village Hall.**

**MINUTES SIGNED BY David Hedgley**

**DATED: 27th February 2019**