

# **DIDDLEBURY PARISH COUNCIL**

**Chairman: Cllr D Hedgley**

Clerk: Mrs Jean de Rusett, The Grange, Leinthall Earls, Leominster, Herefordshire HR6  
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## **MINUTES**

**Of the Parish Council Meeting  
held on Wednesday 24th June 2015, 7.30pm at Westhope Village Hall**

### **Tribute to Councillor Patrick Linton.**

The death of Patrick on the 17<sup>th</sup> June 2015 marked a very sad loss for Diddlebury Parish Council both on a personal and professional level. Patrick had served on the council since being elected in July 2000 and had been re-elected in May 2013. He had also served as chairman of the council during this period. Patrick brought to the council a wealth of experience and knowledge especially in financial matters and the rigour he applied to discussions kept us all on our toes. Patrick was never afraid to say what he thought was right even if it meant arguing what could be an unpopular decision or view point. He provided an important balance to the council which will be sorely missed. His fifteen years of dedicated service gave him a valuable perspective on changes promoted both locally, at county level and nationally. Of late he had fought a long hard debate with Shropshire Council over what he saw as the inadequacies of their broadband roll out to our community. Likewise he championed the cause of local flood protection. Even at the end he proffered his resignation as he felt he wasn't fulfilling his council duties. I'm pleased to say we turned this down.

Beyond the council Patrick had sat on the Diddlebury Village Hall Committee, supported youth work in the Corvedale and was heavily involved in the production of the Corvedale News including a spell as its editor. So, on behalf of the local community the Parish Council would like to put on record our heartfelt appreciation for all Patrick has given over the years to the community of the Corvedale and our sorrow at his passing.

D. Hedgley. DPC. Chairman.

### **067/15: Present and apologies for absence**

Cllr. D Hedgley (Chairman), Cllr. S Povall, Cllr. M Thomas, Cllr. K Worthington, Cllr. T O'Boyle

### **Apologies**

Apologies were accepted from Cllr. M Fowler (attending LJC meeting), Cllr. S. Thomas. and Unitary Cllr. C Motley.

### **In attendance:**

Two members of the public and the Clerk Mrs J de Rusett.

### **068/15: 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.

No Declarations were made.

**069/15: Public involvement session:**

No matters were raised.

**070/15: Approval of the Minutes of the three Parish Council Meetings of 27th May 2015 (Annual Parish Meeting, Annual General Meeting and Ordinary Business Meeting) and the Minutes of the Extraordinary General Meeting on 4th June 2015.**

The Minutes of the four Parish Council Meetings Worthington proposed that the Minutes be approved as a correct record, Cllr. M. Thomas seconded the proposal: the members unanimously voted to approve the Minutes and they were duly signed by the Chairman.

**071/15: Matters arising from the Minutes of the Parish Council Meetings of 27th May and 4th June 2015 not dealt with elsewhere on the Agenda**

**053/15:**

Mr Drakes had heard that Mill Lane was to be resurfaced. The Chairman had made enquiries and confirmed a top dressing is to be applied in July from the main road to the Church: the contractors would not include the village hall car park.

**072/15 - Planning Matters**

072/15/1: 15/02091/REM. Application by Mr N Jenkin of Penley Green, Bache Mill, SY7 9TX for the consideration of Reserved Matters (landscaping, appearance, layout and scale) pursuant to application 14/02110/OUT for a new dwelling at Penley Green.

The members considered the plans and documentation and were satisfied with the application. Cllr. Hedgley proposed support for the application, seconded by Cllr. Worthington and carried by a majority vote.

072/15/2: 15/01599/FUL. Application by Mr N Crowther, The Lodge, Corfton for a small amendment to his application considered and supported by the Parish Council on the 27th May 2015.

The members considered the revised plans and were satisfied that the proposed amendment was acceptable. Cllr. Worthington proposed support for the application, seconded by Cllr. S Povall and passed by an unanimous vote.

072/15/3: 15/04596/ENF. The Chairman reported he had discussed the enforcement action with Mr Smythe. A response had been expected from the Enforcement Officer by the 19th June, but as she was involved in an appeal, DPC has been advised no response will be forthcoming before 6th July.

072/15/4 - Empty houses at Bouldon: The Chairman reported his understanding that the bat survey must be carried out between May and August 2015, failing which it cannot be done until 2016. He contacted Mr. Povall's agent who has no further instructions in the matter. The Parish Council has a duty to act in the matter and to encourage Mr Povall to bring these houses back into use. Cllr. O'Boyle suggested writing asking Mr Povall for an up-date on the anticipated time scale for bringing the property back into use. By a majority the members agreed a letter should be sent to Mr Povall.

### **073/15 - Reports**

#### **073/15/1 - Chairman's Report**

The Chairman has completed the National Crime Survey on behalf of the Parish. He has acted on a request that a drain be cleared. He has read through and considered the Inspector's comments on the SAMDev report: it was over 100 pages long and mostly related to market town development. He considered the Place Plan review and "e" mailed his comments back - there were a number of errors in it which he had pointed out, including yet again that Diddlebury Village was not included in the rural hinterland section. The Police continue to report on a lot of rural burglaries, many targeting sheds or empty properties. The RSN advise that Defra is facing £83M worth of funding cuts; that building on green-field land is up by 20% and that MP's have set up a committee to examine the delivery of Broadband to rural areas.

#### **073/15/2 - Diddlebury Village Hall report**

Cllr. O'Boyle reported that there had been no response as yet from the Planning Department about the planning application submitted for refurbishment of the village hall. He passed on to DPC the thanks of the Village Hall Committee for the expeditious way DPC had responded to the planning application.

### **074/15 - Approval, consideration and completion of the 2014/2015 Annual Return**

The Clerk circulated copies of the Annual Return and reported on the Internal Auditor's Report contained in the Annual Return. He was satisfied with the Accounts and financial administration of the Parish Council.

Section 1- the Accounting Statements - of the Annual Return and the List of Significant Variations were considered and the members duly confirmed that the Accounting Statements were true. The Chair and Clerk duly signed Section 1. Section 2 - the Governance Statement - of the Annual Return was also considered by the members who duly authorised the Clerk and the Chair to sign Diddlebury Parish Council's Annual Return for 2014/2015. Adoption of the Annual Return was proposed by the Chairman, seconded by Cllr. O'Boyle and unanimously approved by the members. It will be lodged with the External Auditors, Mazars, by the Clerk.

### **075/15 - Consideration of the Transparency Code**

The Clerk introduced the members to the Department of Communities & Local Government's *Transparency Code for Smaller Authorities*. The Code comes into force on 1st July 2015 and places an obligation of transparency on the Parish Council. Certain parish council documents and financial transactions have to be made available to public scrutiny by way of display on notice boards and via a dedicated parish council website. The Clerk outlined the nature and

scope of the Code and confirmed that, with the able help of Sara Thompson who administers DPC's website, the Parish Council is compliant with the Code.

### **076/15 - Correspondence**

The members considered the following items of correspondence:

1. 01.06.15 "e" mail inviting representations about revisions to SAMDEv. Comments must be sent to [programme.officer@shropshire.gov.uk](mailto:programme.officer@shropshire.gov.uk) to arrive before 5pm on 13th July 2015. The schedule of revisions is available on the Shropshire planning policy website.\*
2. 08.06.15 - "e" mail from Dr N Clack inviting attendance at a workshop on Tuesday 14th July at the London office of CPRE, dealing with the practical introduction to community energy projects. \*
3. 10.06.15 "e" from Lisa Bedford with details of grants to support youth activities. \*
4. 12.6.15 Notification that planning permission has been granted for application 15/01643/FUL re The Orchard, Corfton. (Erection of extensions, alterations to dwelling & erection of a detached garage).
5. 02.06.15 "e" mail from Making Parishes Better Places seeking a copy of DPC's organisation chart. Clerk replied 13.06.15
6. 15.06.15 - "e" mail notifying a vacancy for a Non-Executive Director on the Board of The Shrewsbury & Telford Hospital NHS Trust. Closing date 16th July. \*
7. 16.06.15 "e" mail Notification of temporary road closure, Timber Cottages junction to Bouldon House junction on 17/08/15 to 19/08/15 for drainage works. \*
8. 16.06.15 "e" mail request to "fly the flag" on Armed Forces Day - Saturday 27th June 2015. \*
9. 17.06.15 - "e" mail from SALC re training courses "Local Councils - Drivers in their Communities" on 26th June 2015, 9.15 to 3pm. Greenhous Meadows, Shrewsbury.\*
10. 18.06.15 "e" mail from Lisa Inman, RSN requesting members to compete a survey re the creation of a rural network. - respond to <https://www.surveymonkey.com/r/GRW666C>. \*
11. Letter 22.6.15 Clerk to Mr J Farley thanking him for auditing DPC's books & advising him of the death of Cllr. Patrick Linton and of the funeral arrangements.
12. 23.06.15 "e" mail request from Lisa Bedford that help be given to Home Start charity. 3 page document attached setting out its aim and needs.\*

Item 7 - The Chairman confirmed he will post notices of the road closures on the notice boards nearer the start date.

### **077/15 - Finance**

077/15/1 - Finance Report for June 2015 and approval of cheques to be authorised for payment.

Balance of Precept Funds brought forward from May	£6,526.42
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**Less: cheques to be authorised for payment on 24.6.15**

Cllr. Hedgley proposed the cheques be authorised for payment; seconded by Cllr. Thomas and passed by unanimous vote.

• Clerk's net salary for June 2015	£113.27	
• HMRC – PAYE on Clerk's salary for June 2015	£ 28.40	
• Clerk's expenses for June 2015 (see below)	<u>£ 37.88</u>	
	£ 179.55	<u>£ 179.55</u>
<b>1. Balance of Precept Funds c/fwd to June 2015</b>		<b>£6,346.87</b>
<b>2. Highways &amp; Environment Grant funds b/fwd from May</b>	£917.07	
ADD: Grant for 2015/2016 received 2nd June 2015	<u>£750.00</u>	
	£1,667.07	<b>£1,667.07</b>
<b>3. Funds ring-fenced for Projects c/fwd from May 2015</b>		<b>£ 147.18</b>
<b>4. Other ring-fenced sums held in Diddlebury PC's Account</b>		
• Corvedale Youth Club		<b>£650.39</b>
• Diddlebury Stream Management Group		<b>£ 150.00</b>
• Balance of Donations for War Memorial Appeal fund		<u><b>£ 15.50</b></u>
<b>Total of DPC funds c/fwd</b>		<u><b>£8,977.01</b></u>

**Clerk's expenses for June 2015**

• June 2015 Contribution towards Broadband & tel. expenses	£ 5.00
• 1 book 12 x 2nd class stamps	£ 6.48
• 1 ream A4 copier paper & 25 envelopes	£ 3.70
• Stretton Print: 1 x HP364 ink cartridge	£ 8.10
• 1 certificate of posting & postage for Cllr. Worthington	£ 1.40
• Travelling expenses – claimed at 30p per mile	
24.06.15 - from Leinthall Earls to WVH for meeting	
– 44 miles @ 30p	<u>£13.20</u>
Total of expenses claimed for June 2015	<u><b>£37.88</b></u>

Cash Book/Bank balance reconciliation for HSBC Bank Statement 271 dated 14th June 2015 was presented for checking/authorisation and duly verified by Cllr. Worthington.

**077/15/2 - Schedule of Receipts and Payments for 2014/2015**

The Clerk presented the Audited Schedule of Receipts and Payment for year ended 31.03.15 for approval by the members. Cllr. O'Boyle proposed that the Schedule be approved by the members; seconded by Cllr. M Thomas and passed by unanimous vote.

**078/15 - Any Other Business (for dissemination of information only)**

The death of Cllr. Linton was discussed. It was agreed not to advertise for a replacement councillor until his funeral has taken place. The Clerk will prepare the necessary notices. The Chairman will draft a Tribute to go in the Corvedale News.

There being no further business, the meeting closed at 8.55pm

Date and venue of next meeting:

7.30pm on Wednesday 22nd July 2015 at Diddlebury Village Hall.

**MINUTES SIGNED BY**

**DATED**