

**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 24<sup>th</sup> January 2024 at 7.30pm at Diddlebury Village Hall.**

**001/24 – Present**

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

**In attendance** - the Clerk

**Apologies:** Cllr A Rattu, Cllr S Povall and Shropshire Councillor Motley

**002/24 – 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 were made.

**003/24 – Public involvement session.**

No members of the public attended.

**004/24 – Approval of the Minutes of the parish council meeting of 22<sup>nd</sup> November 2023**

The Minutes of the Parish Council Meeting on 22<sup>nd</sup> November 2023 had been circulated to councillors prior to this meeting and publicised on the website. No amendments were requested at the meeting.

Cllr. Martyn **Proposed** that the Minutes of the meeting on 22<sup>nd</sup> November 2023 be adopted as a correct record of the meeting’s business.

Proposal **Seconded** by Cllr. Morgan

**Vote on Proposal:** Six members voted in favour of the Proposal, one abstained as they had not been at the meeting. Carried by a majority vote.

**005/24: Matters arising from the Parish Meeting 22<sup>nd</sup> November 2023 not dealt with elsewhere on the Agenda.**

228/23: The Chairman advised that the owner of Jack’s Cottage. Bache Mill had been in contact with him about the parking difficulties created by holiday makers at Jack’s Cottage. The owner is working on ways to resolving the problem. He deals further with the matter in his Report.

210/23: There has been no response from Cllr. Motley or the Sorting Office in Craven Arms about the poor mail deliveries in Diddlebury parish.

221/23: The Bouldon Saga. The Chairman is endeavouring to get in touch with Mr Keyland of Highways. The publicans of the Tally Ho were going away and in their absence they and the Chairman had to protect the doorways with sandbags, as the surrounding area was in danger of being flooded.

233/23/3: The Clerk confirmed the four No Parking signs for The Moors have been ordered.

### **006/24 - Reports**

006/24/1 - Chairman's report. The Chairman reported he and the Clerk had met a contractor quoting for all-weather surfacing for the playground, and he had met the contractors who had installed the original fencing – their quotations will be dealt with at item 11 on the agenda. He and the Clerk had also visited the Corvedale Inn premises, which were closed and the car park was being fenced in. Cllr. R Povall advised the Inn is currently closed as the Landlord is ill, but it will be re-opening. The new fencing is to deter the thefts of barrels: some stolen barrels had appeared in France. They then visited Bache Mill to view the new housing development and to assess the problem with parking at Jack's Cottage. He has spoken at length with the owner of Jack's Cottage who asserts there had been for many years been parking on a verge opposite Jack's Cottage, which had been agreed with a neighbour. The neighbour has since withdrawn the permission and the matter is subject to legal proceedings. Cars parked by Jack's Cottage had recently prevented the bin lorry from getting to houses further down the lane. The owner is actively seeking alternative parking arrangements to alleviate the problem. The Chairman has had complaints about mud on various roads around the parish and Street Wise have been contacted. With Cllr. Martyn, a site visit to 4 Peaton Strand, Bouldon was conducted, for DPC's consideration of the planning application, which was dealt with via DPC's Standing Order 27 procedure. He has also been involved in discussions with the War Graves Commission and Hereford Diocese about the proposed WWI information board: he has established the board does not need planning permission.

### **006/24/2 - Flood Action Group Report.**

Cllr. Martyn reported that a National Flood Forum has been held recently attended by SC's Flood Flow Manager and – via messages - by Mr Keyland. Mr Bellis is still considering the leaky dams and had some funding available to go back with the Shropshire Wildlife Trust to examine and repair any damage to the dams. Although the recent torrential rain had flooded some roads, no properties were affected. It was agreed field run-off was a big contributor to road flooding, not helped between Diddlebury and Aston Munslow as sandbags had been placed in front of field gates, keeping water on the road. The Clerk was asked to report the matter to Fix My Street.

### **007/24 - Planning matters**

23/04974/FUL – application for the erection of a two-storey extension and outside cladding at 4, Peaton Strand was dealt with via DPC's Standing Order 27 procedure. The Chairman and Cllr. Martyn had a site visit and recommended to DPC to support the application, but felt a design and access statement should be provided by the applicant.

A councillor raised issues about No. 5 Mill Lane, Diddlebury. The property had recently been sold but is as yet unoccupied. It appears extensive works are being carried out – a flat roof has been removed and is being replaced by a pitched and tiled roof and it looks as if an extension is being built at the back. Cllr. Pardoe was of the view planning permission is probably required for

such works but the parish council has received no application. The Clerk was asked to raise the issue with the Planning Department at SC.

Councillors also raised issues about the development in Bache Mill. It was not believed that the wildlife areas, the gardens and fencing were being done in accordance with the plans and permissions granted.

### **008/24 – To consider highways and environmental matters, including report from Mr Nick Newton re speeding on the B4368**

The Chairman reported he and Cllrs. Rattu and O’Boyle had attended a meeting at the Beambridge Club Room initiated by Munslow PC to consider the report produced Mr. Nick Newton of Highways on how to reduce the speed of traffic on the B4368 from Morville through the Corvedale parishes. After extensive discussion about every possible and impossible remedial measure which might be adopted, the bottom line is there is no money available to do anything other than cosmetic measures. It was left that each parish will write a wish-list of specific items in their parish and a further meeting will discuss these requirements. It was agreed Cllrs. O’Boyle and Rattu will compile DPC’s wish list.

Other issues: Cllrs Pardoe and O’Boyle, the owner of Delbury Cottage and other neighbours object to the unsightly way fibre optics cables have been laid alongside the bridge in Mill Lane, utilized to provide a Broadband connexion to the Malt House. The fibre optic cable is housed in a grey plastic length of downpipe and attached very visibly to the platform of the footbridge. It was felt this is completely inappropriate in a conservation area. The Clerk was asked to contact Mr Jack Wrigley to ask him to get BT to come up with a less unsightly method of dealing with the matter.

### **009/24 – Consideration of correspondence and communications received in December 2023 and January 2024**

Councillors considered the following correspondence and communications:

#### Planning

1. Letter DPC to Planning Depart supporting application 23/04974/FUL – two storey extension at 4 Peaton Strand, Bouldon.
2. Notification from Shropshire Council granting permission for the above works.
3. Notification from Shropshire Council granting permission for 23/04452/FUL for erection of agricultural machinery shed at Clowes Farm, Great Sutton.

#### Highways matters

4. Emails DPC/David Gradwell, SC Highways Dept. concerning parking congestion/speeding at The Moors, asking if Highways can offer any solutions and his response (he is passing the matter to Mr Nick Newton).
5. Road closure notifications: 13<sup>th</sup> – 28<sup>th</sup> January, Station Road Ludlow, and unnamed road between Diddlebury & Burwood, 5<sup>th</sup> – 26<sup>th</sup> February for Severn Trent operations.
6. Draft Report on comments re B4368 from Mr Nick Newton
7. Agenda prepared by Munslow PC’s Chair (Barbara Archer) for a meeting on 12<sup>th</sup> January 2024 to discuss Mr Newton’s draft report: attended by representatives of DPC.

#### General correspondence

8. Offer from Shropshire Hills National Landscape (was AONB) for small grants for community projects such as conservation work, educational awareness projects. See [www.shropshirehills-nl.org.uk](http://www.shropshirehills-nl.org.uk) or telephone Stephanie Hayes on 01743 254746

9. Update from Mr Bruno Peek on 80<sup>th</sup> D-Day Celebrations on 6<sup>th</sup> June 2024
10. Notification from [nick.rowles@shropshire.gov.uk](mailto:nick.rowles@shropshire.gov.uk) concerning grants available tree and orchard planting schemes.
11. Email from owner of Delbury Cottage re works carried out by BT.
12. Email from parishioner reporting that the former Sun Inn, now Corvedale Inn, appears to have permanently closed down.
13. Briefing note from Shropshire Council concerning the forthcoming Digital Switchover
14. Email of 6<sup>th</sup> December 2023 from parishioner asking if there is to be a consultation of local parishioners regarding the possibility of a playground being created for general use at the school. DPC's response sent on 8<sup>th</sup> December 2023.
15. Letter DPC to St. Peter's Church PCC, Diddlebury, confirming that the parish council will under-write the cost of the proposed WWI Information Board.
16. Shropshire Council briefing note: "Support service return to help keep people well this winter 2023 -2024" Helpline: 0345 678 9012
17. Communication from Mr John Farley re transfer of funds (£600) from Corvedale Walking & Footpath Group to Diddlebury Parish Council
18. Request from Crane Quality Counselling of Shrewsbury for a donation.
19. Letter, DPC to Severn Trent Water concerning speeding and parking issues at the Pumping Station at The Moors.

#### Community Governance Review

20. Letter from Culmington Parish Council requesting DPC to confirm:
  - It will agree to the transfer of the following properties from DPC to Culmington PC, namely The Old Chapel, 1, 2 and 3 Seifton Batch and the Bache Farm complex
  - For DPC to change the designation of Seifton in the Local Plan from a Community Cluster to Open Countryside.

#### Responses

Item 20. Cllr. R Povall responded to this item.

As to Item (a) requested by Culmington Parish Council, he will need to discuss the matter with the new owners of Old Chapel before we can respond. As to Item (b) the Chairman doubted it is open to DPC to change the designation of Seifton in the Local Plan from a Community Cluster to Open Countryside. It was agreed a copy of Culmington PC's letter of 8<sup>th</sup> January 2024 be sent to SAMDev to seek their view on the matter before we can respond.

#### **010/24 – To consider an application by Westhope Village Hall committee for a donation towards refurbishing the exterior of the hall.**

Westhope Village Hall Committee had raised a request last year for a substantial donation towards refurbishment of the outside of the hall, and had been asked to provide at least two itemized quotations detailing the work and a set of their up-to-date accounts, so DPC could ensure the long-term viability of the hall before committing further taxpayer funds to the hall, having already provided £7,100 in the past few years. Subsequent to this donation request and whilst the information from WVH Committee was awaited, quotations for the public playground in Diddlebury had been obtained and were higher than had been anticipated. To fund both projects would have involved increasing DPC's 2024/2025 Precept, which had to be agreed and adopted at this meeting.

In the event, WVH Committee did not provide their accounts for this meeting and only produced one quotation, for £3,900, which did not itemize the work to be carried out and they indicated they are at present withdrawing their application for a donation.

#### **011/24 – Consideration of quotations obtained by DPC for proposed public playground on grounds at Corvedale C of E School and proposals for funding to be approved by DPC.**

There are two aspects to the work needed to create a playground which is accessible 24/7 to local residents, visitors, etc. One is to move, extend and re-align some of the existing fencing at the Corvedale C of E school: this includes provision of additional fencing. Second is to lay an all-weather surface over the current grassed area. The existing fencing had been supplied and fitted by a contractor approved by SC and the school, namely Boundary Services Limited of Wolverhampton. It made sense to use them, and a copy of their quotation for £2,598.54 plus VAT was circulated to all councillors for approval.

The Chairman **proposed** that DPC approve and accept the quotation for £2,598.54 plus VAT from Boundary Services Limited and authorise them to commence work.

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

**Vote:** Six members voted to support the proposal, one abstained. Proposal carried by a majority vote.

A quotation for the second aspect, the all-weather surface, had been obtained from ESP Play, playground equipment specialists of Burnley, Lancashire and was circulated to all councillors. Aspects of this quotation need clarification, but it is essentially in the region of £14,500 plus VAT. The Chairman is seeking a second quote from another company. He has also discussed the matter with the school to see if they can assist with any funding, and two councillors are going to look to see if grant funding is available from any local charities, and a request for funding will be added to the DPC report in the Corvedale News.

The Chairman **proposed** that in principle the work should go ahead once funding was agreed. Proposal **seconded** by Cllr. R Povall

**Vote:** Six members voted in support of the proposal, one abstained. Proposal carried by a majority.

## **012/24 – Finance Matters for December 2023 and January 2024**

### 012/24/1 – Finance Report for December 2023 and January 2024

**Precept Balance b/fwd from November 2023** **£4,800.44**

#### **LESS: cheques/direct debits to be drawn on Precept Funds on 24<sup>th</sup> January 2024**

1. HSBC bank charges. Bank statement	£ 19.40
2. Clerk's net salary for December 2023 and January 2024	£509.28
3. PAYE on Clerk's December 2023 & January 2024 salary	£ 32.40
4. Cheshire Assoc. of Local Councils – training courses	£ 90.00
5. Russell Brooks – replacement pads for DVH defibrillator	£ 59.00
6. <u>Administrative expenses incurred by DPC and paid by the Clerk in Dec 2023 &amp; January 2024</u>	
• January 2024 contribution to telephone & Broadband provision at £20 p.m.	£ 20.00
• Book 8 x 2 <sup>nd</sup> class stamps	£ 6.00
• 1 pkt. A4 copy paper	£ 4.75
• Travel expenses at 45p per mile	
.05.12.23. to Corvedale School, Diddlebury for meeting with potential contractors re work on the proposed playground and to view two sites in parish with the Chairman - 32 miles	
24.01.24 to Diddlebury Village Hall for parish council meeting -32 miles	

Total mileage – 64 miles	£28.80		
Total of December 2023/January 2024 expenses	£59.55	£ 59.55	
		<u>£769.63</u>	£ 769.63
<b>Balance of Precept Funds carried forward to February 2024</b>			<b><u>£4,030.81</u></b>

Cllr. Watson **proposed** that cheques totalling £769.63 be authorised for payment.

Cllr. O’Boyle **seconded** the proposal

**Vote:** Councillors voted unanimously to support the application.

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

<b>CIL/Neighbourhood Funds balance b/fwd from November 2023</b>			<b>£13,396.62</b>
<b>Environmental works &amp; asset maintenance fund bal. b/fwd from Nov 2023</b>	£		<b>700.42</b>
<b>Legal expenses ring fenced funds – bal. b/fwd from Nov. 2023</b>	£		<b>750.00</b>
<b>Diddlebury Village Hall Car Park maintenance reserve funds, bal. b/fwd</b>	£		<b>3,500.00</b>
<b>Reserves fund for SC elections, bal. b/fwd from Nov. 2023</b>	£		<b>457.73</b>
<b><u>Third Party Funds</u> Footpath Maintenance Group funds (awaited)</b>			
<b>Flood Action Group funds, bal. b/fwd from November 2023</b>	£	<u>246.35</u>	
<b>Total of funds</b>			<b><u>£19,051.12</u></b>

**Balance held by DPC following authorisation of payment of cheques listed**

<b>Precept Funds</b>			<b>£ 4,030.81</b>
<b>Ring fenced and third party funds</b>			<b><u>£19,051.12</u></b>
			<b><u>£23,081.93</u></b>

012/24/2 Cash book/bank statement reconciliation

DPC’s Cash Book was reconciled by Councillor O’Boyle with HSBC Bank Statements No’s 375, 376, 377

**013/24 – Consideration, approval and adoption of the Precept Budget for the financial year 2024/2025**

A draft Precept Budget had been considered at the November meeting: following further discussion the Precept Budget was agreed in the sum £7,500, made up as follows:

SALC subscription	£350
Insurance	£580
Donations	£300
Administrative expenses	£600
IT/website support	£370
Hall hire	£200
Contingencies	£200
Asset maintenance	£500
Training courses	£100
Payroll administration	£120
Audit fee	£125
Clerk’s salary	£3510
Data Protection Registration fee	£40
HSBC bank charges	£90
WWI memorial information board	£300
<b>Total</b>	<b>£7,385 but agreed at £7,500</b>

The Chairman **proposed** that DPC set its Precept Budget requirement for 2024-2025 in the sum of £7,500

Proposal **seconded** by Cllr. R Povall

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

**014/24 – To note a list of proposed meeting dates January 2024 to April 2025.**

Councillors noted and approved the list of meeting dates. However, Cllr. O’Boyle asked that meetings commence at 7.00pm or 7.15pm rather than 7.30pm and the Chairman suggested DOC uses it best endeavours to apply a cut-off time of 9.15pm. The earlier start time posed difficulty for some councillors, but the following was agreed:

Cllr. O’Boyle **proposed** that commencing with the meeting on 21st February 2024, all meetings will start at 7.15pm and that best endeavours will be used to apply a cut-off time by 9.15pm.

The Chairman **seconded** the Proposal

**Vote:** Four members voted in favour, three against: proposal carried by a majority.

It was suggested that Cllr. Cecilia Motley submits a written report prior to the meeting, with salient points then being explored in the meeting.

**015/24 – Any Other Business (for dissemination of information only).**

Local organisations and charities are reminded that Diddlebury Parish Council considers awarding small donations at its meeting in on the 20<sup>th</sup> March 2024, to those organisations which have requested a donation. Please contact the Clerk or any councillor with any requests for a donation.

There being no further business to conduct, the Chairman thanked everyone for their attendance and closed the meeting at 9.20 pm

**Date and Venue of the next meeting of the Parish Council: Wednesday 21<sup>st</sup> February 2024,  
7.30pm at Diddlebury Village Hall**

Minutes signed by: David Hedgley

**Dated:** 21<sup>st</sup> February 2024