**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 meeting of Diddlebury Parish Council**

**Held on Wednesday 24th July 2019, 7.30pm in Diddlebury Village Hall**

**077/19: Present**

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

**Apologies**

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

**In attendance**:

The Clerk, Mrs J de Rusett, Unitary Cllr. Cecilia Motley and one member of the public.

**078/19: 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.

**079/19: Public involvement session:**

No matters were raised.

**080/19: Approval of the Minutes of the Meeting held on 26th June 2019**

The Minutes of the meeting on 26th June 2019 had been circulated to all members: no amendments were raised.

Cllr. Worthington **proposed** that the Minutes be accepted as a correct record of the meeting.

**Proposal seconded** by Cllr. Woodhouse

**Vote:**  Four members voted in favour of the proposal, one abstained: proposal carried.

**081/19: Matters arising from the Minutes of the Parish Council Meeting held on 26th June 2019 not dealt with elsewhere on the Agenda**

073/19 – item 9 – SC’s response to DPC’s application for its CIL entitlement of £11,713.

Cllr. Woodhouse asked if an objection had been put in by DPC to SC’s refusal to make the £11,713 CIL available to DPC unconditionally, instead of requiring it to match fund it with a £40,000 grant from the lottery. The Chairman advised he is awaiting advice from Unitary Cllr. Motley. Cllr. Woodhouse is seeking further information about the best available cost of the resurfacing work. Cllr. Motley advised DPC to hold fire on making any objections as the SC cabinet are aware that there is much unhappiness in town and parish councils about SC’s response to the CIL applications. Cllr. Gwilym Butler is proposing to introduce a further element into the CIL allocations, allowing traffic safety measures, as many parishes have been denied CIL for VAR signs and other traffic calming measures, which SC no longer appears to be providing following the departure of Mr Glyn Shaw of Highways. Also, she is having a meeting with Cllr. Butler tomorrow at which she will tackle the match-funding requirement which has been imposed on Diddlebury. After that meeting, she will advise the Chairman on how to proceed with the CIL application.

057/19: This matter cannot be progressed in the absence of Cllr. R Povall.

073/19 - Item 1: The Housing Needs Survey

The Clerk confirmed she had raised DPC’s concerns about the integrity of the survey with Cllr. Motley by drawing her attention to this item when forwarding the draft Minutes. Cllr. Motley advised there is to be a meeting between Vicky Turner and Ian Davies of the PPSG on 5th August to discuss all these issues, which she will try to attend. Cllr. Motley advised that parishes need to understand that the Survey is not the same exercise as the Parish Plan: it is simply designed to identify any residents in a parish who have a housing need. Vicky Turner is also seeking a meeting with Cllr. Motley and the Chairman to discuss the results of the survey, which 70 house-holds responded to.

073/19 – Item 5:

Cllr. O’Boyle enquired if Cllr. Motley had been asked to encourage SC to adopt a similar policy on the non-use of weed-killers as Lincolnshire Council, and whether she has had any success. Cllr. Motley reported at length on a Highways meeting she has just attended about the re-organisation of the Highways Department and on the progress being made by Kier. She will see if she can get Alan Morgan, the officer tasked with liaising with the parishes, to attend a Chair’s Meeting in September, and the weedkiller/Lincolnshire CC approach can be raised then.

073/19 – Item 3: The Chairman has been contacted by the planning applicants seeking holiday cottages at Honeydene Farm, which application has been refused. He has advised them to take the issue up with Cllr. Motley as the planning officer who was to discuss the matter with them has not made contact.

076/19: The Clerk confirmed she had contacted Severn Trent Water urgently. They have apologised to the residents of The Moors and Moors View and have taken steps to ensure the alarm is no longer audible.

**082/19 – Reports**

082/19/1 – Chairman’s Report

The Chairman has spent time this month discussing the failed Honeydene planning application with the applicants and given them advice on how to proceed. He has also been contacted by the Chairman of Culmington Parish Council, Ian Steele, over difficulties with the SAMDev designation of Seifton Bache. He has studied the RSN bulletin on school closures and notes with concern that the number of schools has decreased from 11,500 to below 5,500, 61% of the closures taking place in rural communities.

082/19/2 – Unitary Cllr. Motley’s report

Cllr. Motley outlined briefly the perceived priorities of the new Prime Minister and his cabinet. He has said he is making adult and social care a priority and will publish a Green Paper which has been unseen since production two years ago. The RSN is poised to push the new government into adopting a rural strategy, which has had support from the House of Lords but little from DEFRA. She is not hopeful there will progress on many pressing matters until after 31st October.

Cllr. Motley outlined her work as Chair on Youth Activity groups: she is hoping some funding may be available soon for them. After three years in production, Herefordshire County Council have launched a strategy document: she hopes SC will catch up.

She re-iterated her concerns about how SC is dealing with the CIL payments. SC seems to have lost focus of the fact that CIL was for the communities where the development had occurred rather than to be used in communities which have no connection to the areas which produced the funds. The Chairman expressed his concern that in the Place Plan review much emphasis was being placed on Craven Arms. He fears towns will come to dictate the terms of parish plans: Diddlebury is not aligned to Craven Arms but is an equal partner as part of the Corvedale and has connections with Ludlow, Much Wenlock and Church Stretton as well.

082/19/3 – Flood Action Group Report

Cllr. O’Boyle reported that a letter has been sent by the FAG to Philip Dunne MP protesting that flood alleviation works are not regarded by SC’s as infrastructure and are therefore not entitled to CIL funds.

A productive meeting had been held by the FAG with the NFU.

Leaky dams work is planned for the Pyebrook catchment area and negotiations are ongoing for work in Middlehope. John Dullis of Cardiff University is monitoring the leaky dams in the Corvedale.

Another rubbish and weed clearance session has taken place on the Diddlebrook – he is pleased to report that there were far fewer plastic items discarded than usual and fewer Himalayan balsam plants.

082/19/4 – Diddlebury Village Hall report

Cllr. Woodhouse advised the recent “Open Gardens” event had raised £922 to go towards the car park resurfacing works. He paid thanks to Sara Thompson for all the hard work she put into organising the event. He listed the many events which are taking place in the village hall and announced that Flicks in The Sticks will be commencing in September.

As sign indicating the new parking arrangements in front of the school is now in place on the front wall of the village hall.

**083/19 – Planning application**

**19/03090/FUL** – planning application for the erection of a garden room extension, following demolition of the existing conservatory at Bache Farm, Seifton Bache.

Councillors considered the plans submitted. They were pleased the new extension is to be built from wood rather than PVC and concluded that the effect of the proposal enhances the look of the property.

The Chairman **proposed** that the council supports the application and raises no objections to it.

**Proposal seconded** by Cllr. Woodhouse

**Vote:** by a majority vote, the proposal was adopted.

**084/19 – Consideration of Correspondence and Communications received since last meeting.**

The following items were considered:

1. 01.07.19 - Email Clerk to Severn Trent Water Co. re alarm sounding at their pumping station at The Moors at 3.30am for several mornings, disturbing all the residents and asking for the alarm to be disconnected.

Response from Amanda Coffey of Severn Trent Water apologising to the residents for the disturbance and confirming that the audible alarm has been permanently silenced. Contact her if any future problems occur – Amanda.Coffey@severntrent.co.uk, tel. 07889 631720

1. 01.07.19 – email re Shropshire Local Plan Review – “Strategic Sites” Consultation.
2. 01.07.19 email from Gary Parton, Traffic Manager, SC re review of A-boards Policy & Process. He seeks responses to the consultation by 1st August 2019 – visit http://shropshire.gov.uk/street-care-and-cleaning/a-boards.

1. 02.07.19 email from Cllr. I Steele, Chairman of Culmington Parish Council to Chairman of DPC outlining planning difficulties Culmington faces as SC in SAMDev mistakenly designated the Culmington part of Seifton as open market development cluster (which applies to Diddlebury Parish) whereas Culmington designed its part of Seifton as open countryside with provision for affordable housing for local needs. Culmington PC has received a number of planning applications citing Seifton as a development cluster. Cllr Steele requests that DPC writes to Ian Kilby (head of Planning at SC) clarifying that the part of Seifton in our development plan refers to Diddlebury Parish only and not the Culmington part of Seifton. DPC’s Chairman has agreed to do this.
2. 05.07.19 – letter from SC’s Gemma Davies, Assistant Director for Economic Growth, with an up-date on CIL applications from parish councils.
3. 04.07.19 – email from Vicky Turner, Place Plan Officer, advising that 70 responses to the Housing Needs Survey were received from Diddlebury residents: the analysis and data resulting will be available in a couple of weeks.
4. 11.07.19 – notification from SC Planning Department re 18/04563/OUT – outline application for proposed residential development on land to the east of The Moors View, Diddlebury for the erection of 10 entry level dwellings and 7 self-build dwelling. Application REFUSED.
5. 12.07.19 notification from SALC that 31 parish councils had not submitted their AGAR/Audit documents to the external auditors, PKF Littlejohn within the time limits. Email, Clerk to PKF Littlejohn advising the documents had been posted on 05.06.19: confirmation later received that the documents had been safely received.
6. Warning sent via SALC of a lot of illegal and unauthorised metal detecting taking place in Shropshire and advising landowners to be alert to the problem.

Responses

Item 4: Seifton is divided between DPC and Culmington PC. In their parish plans DPC’s part is designated as a development cluster whereas Culmington’s part is designated open countryside with provision for affordable housing for local needs. When SAMDev was drawn up, this difference was not noted. Culmington has received a number of planning applications for open market dwellings, the applicants pointing to SAMDev and the designation of Seifton as an open market development cluster. When noting the error, Culmington PC hoped common sense would prevail when planning applications were submitted, but it has not. Culmington’s Chairman and Clerk have had a meeting with Mr Ian Kilby, head of Planning at SC: Mr Kilby accepted there was an error in SAMDev but states it would very difficult to alter it and that Planning Officers, planning applicants and their agents have no concept of parish boundaries and accept SAMDev at its word.

The Chairman of Culmington PC has asked DPC to write to Mr Kilby clarifying that the part of Seifton in DPC’s development plan refers to the land in Diddlebury parish and not the land which is in Culmington parish. It is hoped this will make things clearer for the planning officers, who will then steer agents and applicants in the right direction.

It was agreed that the Clerk will draft such a letter, to be approved by the Chairman.

**085/19 – Minor Highways and Environmental matters**

085/19/1: The Clerk advised she has written to Mr Keyland at Highways (3rd time) asking for the 30mph limit in Mill Lane to be extended beyond Honeydene, as the road is narrow, has poor visibility, no pavement and is used by families going to and from school. She also re-iterated the request for a “Slow Down bend ahead” sign at the same point in view of the vehicular collisions with Delbury Hall’s fences/walls.

085/19/2: Cllr. Woodhouse asked if Highways could be pursued for the mirror previously requested, with no result, where the Bache Mill lane adjoins the B4368 as the visibility is so poor, worsened now by the overgrown hedge of The Laurels. Vehicles have to venture into the B4368 to check it is clear: this is an accident waiting to happen. It was agreed the Clerk will contact Highways again.

085/19/3: Cllr. O’Boyle noted that many of the reflector posts along Diddlebury parish lanes have been sliced up and ruined by hedge and verge cutting equipment . He asked that those cutting the hedges and verges move and then replace the reflector posts rather than ruin them.

**086/19 - Finance Report**

Precept balance carried forward from June 2019 **£5,428.42**

**Less:** Cheques authorised to be drawn on precept funds on 24.07.19

1. Clerk’s net salary for July 2019 £213.97
2. HMRC – PAYE on Clerk’s July 2019 salary £ 6.20
3. Administrative expenses paid by Clerk in

July 2019 on behalf of DPC and reclaimed

* July Contribution towards telephone

and Broadband cost @ £20 per month £20.00

* 12 x 2nd class stamps £ 6.96
* Travelling expenses claimed on behalf of

Diddlebury Parish Council at 45p per mile

24.07.19 – to Diddlebury Village Hall for DPC

 Meeting - 45 miles £20.25

Total of Admin expenses paid by Clerk £47.21 £ 47.21

 £267.38 £ 267.38

 **Balance of Precept funds c/fwd £5,161.04**

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 June **£2,252.66**
* Less: EMO’s claim for May and June £ 188.60 Balance carried forward £2,064.06 **£2,064.06** Transparency Code Grant funds. balance b/fwd – no claims in July **£ 484.49**
* War Memorial Fund balance b/fwd from June 2019 **£ 45.13**
* Funds held for Diddlebury Flood Action Group

Balance b/fwd from May 2019 – no claims in July **£ 156.57**

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

Cllr. O’Boyle **proposed** that the cheques totalling £455.98 be authorised for payment.

**Proposal seconded** by Cllr. M Thomas

**Vote:** The members voted unanimously in favour of the proposal.

1. **Balance held by DPC following authorisation of cheques on 24.07.19 £15,763.87**

**4. Bank statement and Cash Book reconciliation** Cllr. O’Boyle verified the Clerk’s reconciliation between HSBC statement numbered 323 and DPC’s Cash Book.

**086/19 – Briefing by the Chairman on Code of Conduct and related issues**

The Chairman stated this matter will be deferred to the September meeting as a number of councillors were absent tonight.

**087/19- Any Other Business (for dissemination of information only)**

No matters were raised.

There being no further business, the Chairman closed the meeting at 8.45pm

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

**Wednesday 25th September 2019 – 7.30pm at Westhope Village Hall**

**MINUTES SIGNED BY David Hedgley**

**DATED 11th September 2019**