

DIDDLEBURY PARISH COUNCIL

Chairman: Cllr D Hedgley

Clerk: Mrs Jean de Russett, 1 Pipe Aston Barns, Pipe Aston, Ludlow SY8 2HG
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MINUTES

**Of the meeting of Diddlebury Parish Council
held on Wednesday 25th November 2020, 7.30pm via the remote viewing platform Zoom.**

080/20 – Present via Zoom

Cllr. D Hedgley - Chairman, Cllr. R Povall, Cllr. T O'Boyle, Cllr. S Povall, Cllr. A Watson,
Cllr. M Woodhouse

Apologies for absence were received and accepted from Cllr. Selina Thomas

In attendance - the Clerk, Unitary Cllr. C Motley and three members of the public.
Due to technical difficulties the Clerk was unable to join the meeting until 7.50pm – Cllr.
Watson kindly took the Minutes in the interim.

081/20 – 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.

082/20 – Public involvement session,

No matters were raised.

083/20 – Approval of the Minutes of 28th October 2020

The Minutes of the above meeting held via Zoom had been circulated prior to this meeting and publicised on the website. No amendments were requested.

Cllr. R. Povall **proposed** that the Minutes of 28th October 2020 be accepted as a correct record.

Proposal **seconded** by Cllr. M Woodhouse

Vote: Proposal carried by an unanimous vote.

084/20: Matters arising from the Minutes of the 28th October 2020 not dealt with elsewhere on the Agenda.

084/20/1: The Clerk had written to the owner of Church Farm but no response has been received to date.

084/20/2: The Clerk had written to Highways about rocks on the road by Wheeler's Oak on the B4368: the request for action had been acknowledged so it is assumed Highways are dealing with the matter.

084/20/3: Planning application 20/03767/FUL – 15 Corfton – this has been withdrawn.

084/20/4: The Clerk had contacted Highways and planning for advice about private signs and advertisement boards placed on highways' verges. The response advised signs of less than 0.6sqm for temporary events are allowed for a short period. For longer periods signs must be no bigger than 0.3sqm. Outside these sizes permission must be sought from Highways. All signs must be clean, legible and must not obstruct the visibility of road-users. If DPC has any issue with signs, they should contact Highways. It was agreed that the signage regulations should be printed in the Corvedale News and sent to the Tally Ho Inn.

084/20/5: There is still an on-going issue with HSBC which the Clerk and Chairman are addressing.

084/20/6: SmartWater kits. A vote of thanks was given to the Clerk for all her work on organising the distribution of SmartWater kits to all households in Diddlebury Parish. A question was raised why the names of occupiers had to be provided to the Police, when the labels used to send the kits out were addressed to The Occupier. The Chairman advised that for data protection reasons the kits were sent to The Occupier of each property but the names of occupiers' names had to be provided separately to the Police as the kits had to be registered to individual named householders not just to their properties. The Clerk and the Chairman are now liaising with the Police on the provision of signage advertising the fact that Diddlebury is now a SmartWater protected area. It was agreed Geoff Neden be asked to send round an email advising anyone who does not receive a kit to contact the Clerk. The Clerk also arranged for a note to this effect to be in the December copy of the Corvedale News.

084/20/7: Community Led Housing issues are a separate Agenda item.

084/20/8: In the October DVH report CIL was mentioned. The Chairman advised the only CIL which appeared to be considered currently was for Clun road speed restrictions, but even that seems to be hold as SC state their priority is still being given to critical infrastructure. He believes it will be a continuous battle to receive DPC's CIL entitlement.

085/20 – Reports

085/20/1 – Chairman's Report

The Chairman has this month liaised with Gary Trim over the potholes in DVH car park; some have now been filled. He had negotiated with Jack Wrigley the latter's purchase of a mirror to be placed on the B4368 to assist the visibility of traffic emerging from the Bache Mill/Middlehope Lane on to the main road. He has had discussions with Unitary Cllr. Motley and Fiona Horton of SC over DVH car park and DPC's CIL entitlement. He attended a photoshoot at the Mill Lane telephone box with Unitary Cllr. David Evans: the Shropshire Star are doing an article on BT's provision/maintenance of telephone boxes.

085/20/2 – Unitary Cllr. Motley's report

Cllr. Motley gave her apologies for not being able to attend the photoshoot mentioned above. She confirmed the Environmental Maintenance Grants will be available for the year 2021/2022. Cllr. Gwilym Butler is keen for EMO's to be trained to do more work on the highways and to do more works generally with the grant.

The Local Plan's first consultation on Section 18 has now been concluded: it affects market towns more than rural areas especially in terms of housing provision. The consultation will now proceed to Section 19; any comments must be with the Shropshire Council cabinet by the 7th December 2020.

The word from the government seems to indicate a retreat on their radical proposed planning reforms, following receipt of many seriously strong objections to aspects of it. SWS are being taken over by another Broadband provider who are hoping to improve and extend rural Broadband.

At the recent RSN (Rural Services Network) AGM she was re-elected as Chair.

The Chancellor of the Exchequer has announced today that rural councils should receive more government money for social and adult care but he admits it won't be enough: he suggested that local authorities raise their council taxes by 5% to try and cover more of the cost.

085/20/3 – Diddlebury Village Hall report

Cllr. Woodhouse reported that DVH's committee are waiting to see what changes occur after 2nd December, but they are not confident they will be able to hold many events. He has received a much more attractive quotation for the resurfacing of the car park, which means £10,000 match funding needs to be sought, a more achievable amount in terms of grants. He is in the final stages of a grant application and thanked the Chairman and Cllr. Motley for their help with the grant application.

086/20 – Planning applications

086/20/1 – 20/04274/FUL application for the erection of a two-storey extension to the side of Lower House Farm, Middlehope.

The Chairman explained there had been two previous applications for this work, both of which DPC had supported. The previous application had lapsed before work could be commenced, hence the latest application. There were no public or statutory objections to the application. It was noted the extension is to be built of matching materials.

After discussing the application Cllr. Woodhouse **proposed** that DPC should support the application and raise no objections to it.

The Chairman **seconded** the proposal.

Vote: 5 members voted in support of the proposal, one abstained. Proposal carried by a majority.

086/20/2 – 20/02197/VAR – application for the variation of Condition No. 2 (approved plans) to planning permission 16/03628/FUL relating the development of the old poultry sheds at Lower Corfton.

The Chairman advised that certain documents relating to this application were not yet available on the Planning Portal, in particular a cogent evaluation from Mr. Andrew Kirk. A revised drainage proposal which was required by SUD's was submitted on the 23rd November and the Flood Action Group are in discussions over it and we await SUDS response to it.

The original planning permission was achieved after extensive consultations between local residents, DPC and the various statutory agencies. The detailed Conditions achieved as a result of these negotiations were part and parcel of the planning permission. However, the developers have subsequently brought the permission back twice seeking variations of some Conditions, this being the second application. It is noted that each time the applications for variations to the Conditions are made, previously agreed facets of the Conditions have been omitted or changed, thus whittling away hard fought agreements, namely:

1. Ref: 16/03628/FUL

The original approval given 05.07.17 with 22 Conditions:

Conditions 1-3 Standard.

4-12 Require approval before development commences.

- 13-21 Require approval during construction/prior to completion of development.
- 22 Relevant for the lifetime of the development.

2. Ref: 19/05583/VAR

Approval given 25.02.20. This allowed variations of the wording to amend the dates to Conditions 4, 6, 7, and 12 to allow demolition of the chicken shed superstructures to occur in advance of other works, thereby meeting the three-year deadline for commencement of the development. However, these Conditions have still to be discharged by SC, although demolition has now taken place.

3. Ref: 20/00236/DIS

Acceptance given 20.02.20. This confirmed that Conditions 8, 9, and 11 had been satisfied and were acceptable. However, Condition 8 concerned the submission of a Construction Method Statement and Traffic Management Plan, both of which contained errors and omissions (see local residents' objection letter on the portal which lists them). As well as the errors and omissions noted, the documents will both require further amendments as it is proposed to revise the site arrangements generally.

It is noted that the latest layout plan has additions to garages, namely staircases to utilize garage roof spaces as extra accommodation; there are many errors on the latest plans; the size of the orchard has been reduced by half, there is no explanation as to whether the drive accessing the development will be hard-surfaced – if it is there to be hard-surfaced there is no explanation in this application of how the water run-off will be accommodated; it is not clear that the embankment is to be retained. After considerable discussion it was agreed that Mr Kirk will provide DPC with a detailed analysis of what components of the original planning permission's Conditions have been "lost" as a result of the applications for variations. Mr Kirk agreed to get this information to the Clerk by the 3rd December 2020 so it can be incorporated in DPC's response to this application.

Cllr. O'Boyle **proposed** that DPC **objects** to this application and does not support it as on the face of this application for Variations to Condition 2 and the documents lodged with it, the following previously agreed items are either omitted from it or are too vague to be enforced: (Mr Kirk's analysis will then be inserted in the letter to go to the Planning Officers).

Proposal seconded by Cllr. S Povall

Vote: Unanimous in favour of the proposal.

087/20 – Consideration of a Community Led Housing Scheme and possible up-dating of the Diddlebury Parish Plan

The Chairman read to the meeting an article which Mr Ian Davies of the Parish Plan Steering Group wishes to put in the Corvedale News about a Community Led Housing Scheme (CLHS). It states as follows:

"DPC has resolved to investigate a Community Led Housing Scheme for the parish of Diddlebury. Such schemes aim to create entry level individual properties or small developments which are truly affordable. A scheme would primarily be aimed at local young people who require property in their locality. Community Led Schemes are typically run in conjunction with a specialist provider such as a housing association which has protocols to ensure they meet the affordable criteria over the long term. Housing can be either rented or purchased but must offer a significant discount to market value rents and property prices.

Ideally DPC would like to spread a scheme across all of the parish, but identifying suitable land is the biggest challenge. A small or part of a field, an overlarge garden or a redundant building are all

examples of sites that could be used for this purpose. If you own such a site and are interested in its use for a Community Led Housing Scheme then DPC would be pleased to hear from you”.

The chairman stated that some of the wording would need changing as it should be aimed at all residents not just primarily “young residents”

Mr Davies then addressed the meeting. Active steps to promote a CLHS had started last year, but, probably due to the pandemic, had not progressed any further. He felt we know how the residents in Diddlebury feel about a CLHS but not residents in the outlying areas of the parish: he felt they should be canvassed, hence his proposed article. The Chairman responded if a suitable piece of land was found in the parish, the developer working with DPC would canvas local opinion. Also the opinions we have are based on a Parish Plan which is 8 years old. Cllr. Woodhouse stated a lot of building has taken place since the Parish Plan; he thinks we need an up-to-date consultation with the whole parish to see what the prevailing opinions are about housing in the parish. Cllr. Watson stated on 11/09/19 DPC unanimously passed a resolution to explore a CLHS but the enthusiasm seems to have trailed off – she believes we need to act now to progress the matter and gave her detailed reasons and analysis.

Cllr. Watson **proposed** that Mr Ian Davies’ statement should be circulated and placed in the Corvedale News.

The proposal was **seconded** by Cllr. R Povall

Vote: 5 in favour, one abstention - resolution carried.

The Chairman agreed he and Mr Davies will liaise with a view to progressing this matter.

As for an up-date of the Parish Plan, Mr Davies stated an enormous amount of time, expense and effort had gone into producing the Parish Plan: in his view it remained a good reflection of the parishioners wishes. Mr Davies has approached Vicky Turner about refreshing the plan but she would not get involved. He will approach Renee Wallace of the Community-Led Projects Co-ordinator and Rural Housing Enabler at the Shropshire RCC to discuss the matter.

088/20 – Consideration of highways and environmental matters

No members had any issues to raise.

089/20 – To consider the following communications and correspondence received and to deal with any issues arising therefrom as appropriate.

1. Planning notification received from Shropshire Council:
30.10.20 – 20/03123/FUL – application for construction of an all weather riding arena and associated works at Corfton Manor.
Planning permission granted.

17.11.20 - 20/00629/FUL- application for the erection of one open market dwelling and garage on land adjacent to the Sun Inn, Diddlebury.
Planning permission refused.

11.11.20 – 20/03767/FUL– application for the erection of one open market dwelling at 15, Corfton.
Application withdrawn.
2. Continuing correspondence between DPC and HSBC re banking review

3. emails from parishioners to Clerk asking for a mirror to be placed on the B4368 opposite the lane to Bache Mill/Middlehope. Mr Jack Wrigley has agreed to fund the purchase and the mirror was ordered from Highways on 17th November 2020.
4. Update from Connecting Shropshire re Broadband coverage.
5. 15.11.20 – notification from eforests.co.uk offering free trees to nature reserves, community woodlands etc.
6. ICO's receipt for of DPC's renewal fee plus Certificate of Registration.
7. 2.11.20 – letter Clerk to Mr C Thomas re right of way matter.
8. Notification of Environmental Maintenance Grant scheme for 2021-2022.
9. 20.11.20 – email from the Events Safety Co-Ordinator at Shropshire Council with details regarding the licensing of and Corvid 19 precautions applying to potential December seasonable event.
10. 19.11.20 – confirmation from Smartwater's customer services team that 288 kits will be despatched to DPC shortly.
11. Invitation to join a Zoom webinar at 10am on Wednesday 9th December 2020 re flooding performance certificates: contact colin.mckinlay@floodre.co.uk for details.
12. Emails between Clerk and Highways department re the legality of private advertising signs being placed on the verges of the B4368, obscuring vision. Response: If there is an issue with notice boards or advertisements on verges of the road which are blocking/restricting drivers' views then this is a matter to be taken up with the Highways Department. Anyone placing advertising signs on the highways needs permission from the Highways Dept, and possibly planning permission as well.

090 /20 – Finance Report for November 2020

090/20/1 – Finance Report

1. Precept balance b/fwd from October 2020 £6,110.55

Less: Cheques authorised to be drawn on Precept Funds in November 2020

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|---|-----------|
| 1. Clerk's net salary for November 2020 | £213.97 |
| 2. PAYE on Clerk's November 2020 salary | £ 6.20 |
| 3. SmartWater Group Ltd – 288 SmartWater kits | £2,306.88 |
| 4. <u>Administrative expenses incurred by the Clerk in November 2020 on behalf of DPC</u> | |
| • November 2020 contribution to telephone & Broadband @ £20 per month | £20.00 |
| • 6 x 2 nd class stamps | £ 3.90 |
| • Travelling expenses claimed at 45p 18.11.20 – to Church Stretton Police Station to deliver labels etc for Smartwater kits – 34 miles | |

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|---|--------|-----------|-------------------------|
| 22.11.20 – to Diddlebury/Bouldon to get cheques signed and discus Zoom meeting with Chairman – 36 miles = 68 miles @ 45p | £30.60 | | |
| Total of administrative expenses | £54.50 | £ 54.50 | |
| Total claim on Precept funds in November 2020 | | £2,581.55 | £2,581.55 |
| Balance of Precept Funds c/fwd to January 2021 | | | <u>£3,529.00</u> |

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

- **Community Infrastructure Levy /Neighbourhood Fund**
Balance b/fwd from October 2020 **£3,040.63**

- **Environmental Grant/Fund – b/fwd from October 2020** £ 858.01
Less: Invoice from G. Trim for work on Mill Lane bus Shelter, September 2nd

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|--|-----------------|-----------------|
| | £ 82.20 | |
| | <u>£ 775.81</u> | £ 775.81 |

- **Transparency Code Grant fund – bal. b/fwd from October 2020.** £ 96.49

- **War Memorial Fund – balance b/fwd from October. 2020** £25.13
Less: Cllr. D Hedgley – refund for DPC 2020 Poppy wreath £25.00
£ 0.13*

*13p transferred to Precept funds

- **Funds held for Flood Action Group - bal. b/fwd October. 2020** **£ 150.09**

- **Ear-marked reserves for village hall car park resurfacing - balance b/fwd from October 2020** **£4,930.49**
Less: Mr G Trim - filling potholes in DVH car park on 7th November 2020, to include travelling, time and materials

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| | £ 207.10 | |
| | <u>£4,723.39</u> | £4,723.39 |

The Chairman **proposed** that the cheques listed above be approved for payment.

Proposal **seconded** by Cllr. R Povall

Vote: Unanimous support in favour of the proposal.

3. Balance held by DPC following authorisation of the above listed payments on 23.11.2020

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|-------------------------------------|------------------|--------------------------|
| 1. Precept | £3,529.00 | |
| Plus remainder of War Memorial Fund | <u>£0.000.13</u> | |
| | <u>£3,529.13</u> | £3,529.13 |
| 2. Community Infrastructure Levy | | £3,040.63 |
| 3 Environmental grant/fund | | £ 775.81 |
| 4. Transparency Grant fund | | £ 96.49 |
| 5. FAG third party funds | | £ 150.09 |
| 6. Ear marked DVH car park reserves | | <u>£4,723.39</u> |
| | Total: | <u>£12,315.54</u> |

090/20/2 - Bank statement and cash book reconciliation

Verification by Councillors of the Clerk's reconciliation between HSBC
Obank statement numbered 339 and DPC's Cash Book was conducted by Cllr. O'Boyle..

090/20/3 – Initial Consideration of draft Precept Budget for 2021/2022

The Clerk had circulated a first draft of the Precept Budget for the financial year 2021/2022. Further details, which are not presently available, need to be added to the draft, together with councillors' views, before it can be finalised at the meeting on 27th January 2021. Areas of concern were over the likely total Precept cost; further examination is needed of adding to the car park resurfacing fund, possible provision of a defibrillator and the May elections costs along with other cost adjustments..

091/20 – Appointment of an auditor for the financial year 2021/2022

As Mrs Sue Hackett has served the council well in the past as Auditor, the Chairman **proposed** that Mrs Hackett be appointed as DPC's auditor for the financial year 2021 – 2022. Proposal **seconded** by Cllr. R Povall

Vote: Members voted unanimously in favour of the proposal.

092/20 - Any other business (for dissemination of information only)

The Chairman's proposed that the method to be used for the next meeting on 27th January 2021 be via Zoom.

Cllr. R Povall seconded the proposal.

Vote: It was unanimously agreed to support the proposal.

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

**The next meeting is on 27th January 2021 at 7.30pm and will be held via Zoom.
Please refer to the Agendas posted on the parish website or notice boards – information
on how to join the meeting will be displayed on the Agenda.**

Minutes signed by: David Hedgley

27th January 2021

Dated: _____