

**DIDDLEBURY PARISH COUNCIL**

**Chairman: Cllr D Hedgley**

Clerk: Mrs Jean de Rusett, 12 Church Road, Brampton Bryan, Bucknell, SY7 0DH

Tel: 01547 519282 "e" mail address: [diddleburypc@gmail.com](mailto:diddleburypc@gmail.com)

Website address: [www.diddleburyparish.co.uk](http://www.diddleburyparish.co.uk)

**MINUTES**

**Of the meeting of Diddlebury Parish Council  
held on Wednesday 26<sup>th</sup> April 2023 at 7.30pm at Diddlebury Village Hall.**

**137/23 – Present**

Cllr. D Hedgley - Chairman, Cllr. Robert Povall, Cllr. A Watson, Cllr. T. O’Boyle, Cllr. A Rattu, Cllr. C Martyn, Cllr. S Povall

**In attendance** - the Clerk and two members of the public

**Apologies:** were received from Cllr. T Pardoe. Cllr. R Morgan and Unitary Cllr. Motley

**138/23 – 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.

**139/23 – Public involvement session.**

.No matters were raised.

**140/23– Approval of the Minutes of the 22<sup>nd</sup> March 2023**

The Minutes of the Meeting on 22<sup>nd</sup> March 2023 had been circulated to councillors prior to this meeting and publicised on the website. No amendments were requested at the meeting. Cllr. R Povall **Proposed** that the Minutes of the meeting on 22nd March 2023 be adopted as a correct record of the meeting’s business.

Proposal **Seconded** by Cllr. Rattu

**Vote on Proposal:** The Councillors voted in favour of the Proposal.

The Chairman signed the Minutes.

**141/23: Matters arising from the Minutes of the 22<sup>nd</sup> March 2023 not dealt with elsewhere on the Agenda.**

127/23 - Cllr. Martyn expected to be invited to attend a site meeting with Mr Wrigley and Bache Mill residents to discuss the problems they were encountering. He understood a meeting had been held, but he had not been invited to attend it. He understands there is to be a further meeting to discuss the selection of trees.

121/23: Before writing to Philip Dunne MP, the Clerk decided to write first to Severn Trent Water, and only to contact Mr Dunne if there was no response after a reasonable lapse of time. A response is awaited.

133/23 item 9. The Clerk confirmed that she had written to the Lord Lieutenant of Shropshire proposing Mrs Mary Hall for a Coronation Award for voluntary service, in recognition of her 50 years or more service to the Westhope and Diddlebury community.

## **142/23 - Reports**

**142/23/1 - Chairman's report.** The Chairman reported he had completed SC's survey concerning proposed changes to its public information service. He had suggested a dedicated telephone number for use by town and parish councils.

He had spoken to the headmaster of Corvedale School concerning the request from a resident for a playground area in Diddlebury for children and will deal with it at Item 10 on the agenda. He has sent endless emails to various people at SC concerning both the bridge by Bouldon Farm and the damaged wall by the Tally Ho. He joined a Zoom meeting about the Place Plan review. He discussed the problems concerning the Clee Hill Medical Practice with Sally Woodhouse. He has affixed 10 Coronation celebration plaques around the parish. He had a query from Mrs Brick concerning footpath issues, which he had passed to Cllr. Motley.

**142/23/2 – Flood Action Group Report** Cllr. Martyn reported that he had responded to Mr Povall of Peaton regarding the collapse of the retaining wall. Following the article/survey he had placed in the Corvedale News, only four people had responded. Similarly, the request for permission to share emails for flood alerts has had a low up-take with only 10 responses. The Bouldon/Peckedy flood gauge has been repaired and operational since April.

**142/23/3 – Diddlebury Village Hall report.** Cllr. Rattu advised the use of the hall remains high and the new Zumba class is very popular. The Village Hall AGM takes place next week.

**142/23/4 – Westhope Village Hall** Cllr. Watson confirmed an event is being organised at Westhope Village Hall on the 7<sup>th</sup> May to celebrate the Coronation. Refurbishment works have continued: three new exterior doors have been fitted and plumbing works have been completed.

The Chairman advised that Cllr. Morgan had recently attended a meeting of the Louise Powell Almshouse charity and will give his report at the Annual Parish Meeting.

## **143/23 - Revision of Place Plan**

The Chairman reported on a Zoom meeting he had attended, led by Eddie West of SC. Vicky Turner remains the Craven Arms area Place Plan Officer and is looking at the local infrastructure needs of the Craven Arms area hinterland. SC wants town and parish councils to engage with the forthcoming Place Plan Review by nominating what projects they seek CIL funding for. Initially it was suggested this should happen by May, but due to the strength of feeling, the deadline has been extended to 12 weeks. DPC therefore needs to decide within the next 12 weeks what critical items and what priority matters it should seek CIL funds for. To make a successful CIL bid DPC needs to identify a local need, backed by local support. Broadband provision in Westhope and Middlehope is an obvious need. He suggested public participation could be sought at the Annual Parish Meeting and publicised in the Corvedale News and on the Googlegroup. He is unclear about the current status of the PPSG.

The last Place Plan Review was in 2017, when DPC stated resurfacing the Diddlebury Hall community car park was critical, and flood control measures were a priority. He believes CIL payments are no longer restricted to a narrow band of infrastructure works but can be used at the parish council's discretion.

#### **144/23 – Planning matters**

**23/01039/FUL** - erection of over-boarding to part of existing dwelling (retrospective). Proposed over-boarding to part of the existing dwelling with insulation and Western Red Cedar, at Lower House Farm, Middlehope, SY7 9JT

The applicant was unable to attend the meeting but had supplied a letter and some photographs, which the councillors considered and discussed.

The Chairman advised there were no public objections to the proposed over-boarding works but SC's Historic Environment team have numerous objections. Although part of the building dates from 1482 it does not appear to ever have been listed but it is considered a heritage asset. SC believe covering the timber frame with cladding and insulation didn't conform with the normal recommendations for the preservation of the fabric of the building.

The Chairman had viewed the property from roadside and advised the age of the property cannot be visually determined as the timber frame and brickwork are totally concealed. He noted that three others buildings in Middlehope are similarly cladded.

After considerable discussion, Cllr. S Povall **proposed** that the parish council cannot support this application.

Proposal **seconded** Cllr. Watson

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

**23/01302/LBC** - Internal alterations to stud walls and the erection of a boiler house/log store affecting a Grade II listed building, The Malt House, Delbury Hall, Diddlebury, SY7 9DH  
This application was discussed and the plans studied.

The Chairman **proposed** that DPC should support this listed building consent application

Proposal **seconded** by Cllr. R Povall

**Vote:** Five in support of the proposal: two abstentions - proposal carried by a majority vote.

**23/00605/FUL** - application for alterations to existing permission 19/03896/FUL for conversion of former malthouse building from storage to a residential; dwelling, at The Malt House, Delbury Hall, Diddlebury.

The Chairman reported there were two public comments about this application on the Planning Portal which were essentially neutral. SC's Historic Environment wanted a Historical Impact Statement: this has now been obtained and was satisfactory. Cllr. Martyn asked Mr Wrigley why two boilers were needed for a single dwelling and was advised there will be only one boiler. After further discussion Cllr. R Povall **proposed** that DPC should support the application

Proposal **seconded** by Cllr. Rattu

**Vote:** Five in support of the proposal: two abstentions - proposal carried by a majority vote.

**23/01497/VAR** - application for variation of Condition 6 (fencing to buffer zone) attached to planning permission 20/03100/FUL dated 01.12.2021, to allow for the fencing to be removed and the buffer zone to be seeded with grass and wildflower mix, at residential development land to the west of Bache Mill, Diddlebury SY7 9DX

A member of the public attended to question this application: Mr Wrigley was in attendance to answer queries.

Mr Wrigley advised he had sought a revised ecological report to consider the proposed buffer zone and this application results from a revised plan: he wishes to plant a wild meadow in the buffer zone and to eliminate the fences. After detailed discussion, it was decided the elimination of the fences was inappropriate as there needed to be some delineation of the extent of the garden of each plot.

There were also concerns about who was going to maintain the wild meadow in the future. Mr Wrigley indicated he would be arranging for that to be done.

The Chairman **proposed** that DPC supports the application to create a wild meadow in principle but feels there should be a physical delineation between the wild meadow area and the gardens of the houses, where the original fence line is, and that the on-going maintenance of the wild meadow area by the developer should become a planning permission condition.

Proposal **seconded** by Cllr. R Povall

**Vote:** Six in support, one abstention - proposal carried by a majority vote.

### **145/23 – Highways and Environmental issues**

145/23/1: The Chairman advised that the bridge by Bouldon Farm has been damaged. He spoke to an SC person whom he saw surveying the damage, who advised that remedial work needed to be done: the priority of the work is a matter for SC to decide.

145/23/2: As no work had been carried out on the landslip by the stream opposite the Tally Ho, which DPC reported to Highways in June 2021, the damage has now significantly escalated. The Povalls have cut down and cleared away trees to facilitate the remedial works, which Highways suggest will be done in June/July. Traffic lights will be needed during the duration of the work. Cllr. R Povall doubted Highways would have got the necessary consent to use concrete blocks in the stream from the Environment Agency by June.

145/23/3: Cllrs Rattu and Watson asked that Highways be contacted re flooding issues on the B4368. First, flooding due to a possibly collapsed or blocked drain in Corfton by the Sun Inn (now Corvedale Inn) which causes flooding across the B4368 to the bus shelter. Secondly, flooding occurs frequently across the B4368 by the bridge over the brook between The Moors and Mill Lane. There is a dip in the road which floods every time there is heavy rain, sometimes up to a depth of 60cms. The Clerk was asked to contact Highways to report these matters.

### **146/23 – Correspondence and communications received in April 2023 including a request for a childrens' play area in Diddlebury village.**

Councillors considered the following correspondence and communications:

#### **Planning issues**

1. Application for variation of conditions 12 and 13 re planning permission 1/05/16792/LB dated 29.04.05 at Delbury Hall, Diddlebury.  
19.04.23 - Planning permission granted to the variations sought.

#### **Highways matters relating to damaged stone bridge at Bouldon**

2. 29.03.23 - email Chairman to Mr A Keyland, Highways seeking a progress report on the damaged bridge: response received 29.03.23 that a quote for the work is awaited.
3. 04.04.23 - Email from Mr S Bartell, parishioner querying when corrective works will be carried out on the damaged bridge.
4. 06.04.23 - Response to Mr Bartell from the Chairman
5. 13.04.23 - email Chairman to Mr P Gould, Highways Dept. advising DPC has been seeking rectification of the problem since June 2021
6. 14.04.23 - email Chairman to Mr A Wilde, Highways Dept., copied to Cllr. C Motley repeating the need for urgent action and deploring the escalation in cost of the works since first notified in June 2021.

#### **General correspondence**

7. Draft Consultation document seeking response to SC's Community Benefit from Solar Farms in Shropshire - guidance to support local councils in negotiations with prospective developers. Response required by 12<sup>th</sup> May 2023.
8. 20.04.23 - Details and grant funding application for SC's Thriving Children and Families Fund.
9. 14.04.23 - Insurance renewal terms and conditions - BHIB for 2023/2024 insurance cover.
10. 31.03.23 - Letter Clerk to Lord Lieutenant for Shropshire nominating Mrs Mary Hall for the Queen Consort's Award for Volunteers.
11. Via SALC, Consultation document re the new Infrastructure Levy.
12. Notification from SALC that a Community Infrastructure Levy payment is due to DPC of £5,731.99.
13. Letter Clerk to Severn Trent Water, seeking a response to issues raised by DPC in planning application 22/03929/FUL and enquiring what the purpose is of the "flushing tests" being carried in Diddlebury.
14. 05.04.23 Telephone call from resident of Burwood seeking information about chainsaw and woodland works occurring in woodlands by his house. Advising the resident that DPC had no knowledge of such works and passed on details of the Footpaths Team to him.
15. Request, forwarded by Philip Dunne MP, from a resident seeking a childrens' play area in Diddlebury Village.

Response to Item 9: Councillors agreed they were satisfied with the cover and terms proposed by BHIB for the renewal of DPC's 2023/2024 insurance cover.

Response to Item 15: The Chairman had discussed with the headmaster of Corvedale School the possibility of the grassed school play area being made available out of school hours, but this was not possible to due to security and insurance issues. However, the newly tarmacked playground at the front of the school is available out of school hours.

Note: it was later established that the main gates are generally locked, but the small side gate is always unlocked. It was agreed that enquiries will be carried out to see if a play area can be established at The Moors

### **147/23 – Financial matters**

**1. Precept balance as at 1<sup>st</sup> April 2023 as balanced for audit £3,488.49**

**Less:** Cheques/debits authorised to be drawn on Precept Funds in April 2023

1. HSBC – bank charges - statement 368	£ 6.60
2. Clerk's net salary for April 2023	£250.00 **
3. PAYE on Clerk's April 2023 salary	£ 15.00
4. BHIB - 2023/2024 insurance premium	£567.79
5. DM Payroll Services Ltd - 2023/2024 fees	£120.00
6. ICO - data protection annual fee	£ 40.00
7. Information Solutions Ltd - annual website hosting fee	£228.00
8. SALC 2023 - 2024 affiliation fees	£327.62
9. <u>Administrative expenses incurred by the Clerk in April 2023</u>	
• April 2023 contribution towards Telephone & Broadband provision @ £20 p.m	£20.00

• 1 pkt white copier paper	£ 4.75		
• 8 x 2 <sup>nd</sup> class stamps	£ 5.44		
• 4 Large envelopes and 2 plastic wallets for archiving DPC documents	£ 6.00		
• RBLI -10 x Chas III Coronation lamp post signs	£47.99		
To Diddlebury Village Hall for meeting on 26.04.23 - 32 miles @ 45p per mile	<u>£14.40</u>		
Total of April administrative expenses	£98.58	£ 98.58	
		£1,653.59	<u>£1,653.59</u>
<b>Balance of Precept Funds c/fwd to May 2023</b>			<b><u>£1,834.90</u></b>

\*\* Payslip didn't reflect Clerk's April pay rise, so will be adjusted in May.

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

<b>Community Infrastructure Levy /Neighbourhood Fund</b>	Bal. b/fwd	<b>£7,832.63</b>
<b>Environmental works &amp; asset management fund</b>	Balance b/fwd	<b>£ 200.42</b>
<b>Legal expenses ring fenced fund</b>	Balance b/fwd	<b>£ 750.00</b>
<b>Flood Action Group funds</b>	Balance b/fwd	<b>£ 246.35</b>
<b>Diddlebury Village Hall car park maintenance fund</b>		<b>£3,500.00</b>
<b>Reserves for S.C. elections balance b/fwd</b>	<b>£557.73</b>	
<b>Less: Shropshire Council - by-election fees 21.07.22</b>	<u>£100.00</u>	
<b>Balance c/fwd to May 2023</b>	<b>£457.73</b>	<b>£457.73</b>

Cllr. O'Boyle **proposed** that the cheques listed totally £1,753.59 be approved for payment.

Proposal **seconded** by Cllr. Watson

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

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

1. Precept balance	£1,834.90
2. Community Infrastructure Levy/Neighbourhood Fund	£7,832.63
3. Environmental works & asset maintenance fund	£ 200.42
4. Legal expenses ring fenced fund	£ 750.00
5. FAG third party funds	£ 246.35
6. DVH car park reserves maintenance fund	£3,500.00
7. Elections reserve fund	<u>£ 457.73</u>
Total:	<b><u>£14,822.03</u></b>

## 4. **Verification by Councillors of the Clerk's reconciliation between HSBC bank statement 368 and DPC's Cash Book.** Cllr. O'Boyle verified the reconciliation.

## 148/23 Audit 2022 - 2023 matters to consider

### 148/23/1: Consideration and approval of the Schedule of all Receipts and Payments.

This item was deferred to the May meeting.

### 148/23/2: Consideration and approval of the statement to accompany Section 1 of AGAR The statement was considered.

Cllr. R Povall **proposed** that the statement be approved without amendment.

Proposal **seconded** by Cllr. Martyn

**Vote:** Unanimous in support of the proposal.

148/23/3: To consider the VAT return for the 2022 - 2023 financial year

The Chairman **proposed** that having considered the advice received on reclaiming the VAT element of the car park resurfacing works, it was noted that the parish council could only reclaim VAT on that proportion of the area to which it held title. It was agreed that trying to apportion part of the works to DPC's small land holding (SL110651) would cost more than any VAT which could be recovered. Therefore, no claim for VAT will be made.

Proposal **seconded** by Cllr. Rattu

**Vote:** Unanimous in support of the proposal.

**149/23 – Any Other Business (for dissemination of information only).**

The Chairman reminded everyone that the May meeting will include the Annual Parish Meeting, and he asked for all those who provide reports for the APM to send them to the Clerk in digital form as soon as possible,

Cllr. Rattu and Cllr. S Povall gave their apologies for the May meetings.

There being no further business to conduct, the Chairman thanked everyone for their attendance and closed the meeting at 9.45pm.

**Date and Venue of the Annual Parish Meeting followed by the Annual Meeting of Parish Council: Wednesday 24<sup>th</sup> May 2023, 7.30pm at Diddlebury Village Hall**

Minutes signed by: David Hedgley

Dated: 24<sup>th</sup> May 2023