**DIDDLEBURY PARISH COUNCIL**

**Chairman: Cllr D Hedgley**

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

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**MINUTES**

**Of the meeting of Diddlebury Parish Council**

**Held on Wednesday 26th February 2020, 7.30pm in Diddlebury Village Hall**

**014/20: Present**

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

**Apologies**

Apologies were received and accepted from Cllr. A Watson, Cllr. M Thomas and Cllr. S Thomas. Councillors and Clerk sent their best wishes to Cllrs. Watson and M Thomas who have both been in hospital.

**In attendance**:

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

**015/20: 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.

**016/20: Public involvement session:**

No matters were raised.

**017/20: Approval of the Minutes of the Meeting held on 22nd January 2020**

The Minutes of the meeting on 22nd January 2020 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. O’Boyle

**Vote:** Proposal carried by 3 votes in favour – 2 abstentions

**018/20: Matters arising from the Minutes of the Parish Council Meeting held on 22nd January 2020 not dealt with elsewhere on the Agenda**

009/20/2: Mr L Lewis had visited the site of flooding in Bouldon/Peaton but was unable to offer a solution to the problem.

**019/20 – Reports**

019/20/1 – Chairman’s Report

The Chairman has in the past month done an article for the Corvedale News about the DPC 2020/2021 Precept. He dealt with DPC’s response to the planning appeal relating to 18/03863/OUT. He had meetings re DVH car park with Chris Jackson, and Cllr. Woodhouse and estimates are now awaited for the necessary resurfacing work, after which a further approach can be mounted re DPC’s CIL funds. He responded to flooding issues in Middlehope and Corfton and a possible collapse of a bank under the road at Heath Bank.

He had a long conversation with a lady who represents a Herefordshire community led housing scheme and sent her details to Ian Davies and Brian Powell so they can discuss her proposals.

He and the Clerk had attended a Corvedale parishes meeting with Cllr. Motley last night at Culmington. The Housing Needs Survey was discussed, as was the possibility of boundary changes to Shropshire parishes. The possibility of three or four Corvedale parishes being amalgamated to save cost was discussed and each parish was asked to consider how this could best be achieved.

019/20/2 – Unitary Cllr. Motley’s Report

Cllr. Motley spoke of many matters including the current situation with Place Plans.

She reported that the Chief Executive of SC has been dismissed, whilst he was in the midst of sorting out flooding issues.

She gave an up-date on RSN’s continuing efforts to establish some parity between urban and rural funding. The new Chancellor is a rural MP, so it is hoped he will have a better understanding of rural issues. Cllr. Motley also reported on the serious flooding issues around the county and congratulated the police and the emergency services on their efforts: she was pleased that Highways Dept. had responded quickly to the threatened bank collapse at Heath Top.

She agreed with councillors that the roads are in an even worse state now: she is hopeful that a newly appointed consultant, Tom Blackburne-Maze, will achieve improvements in the highways maintenance services.

She reported on awareness from market towns about parishes getting CIL funds when their inhabitants get all their services from the infrastructure of towns: there is a view that towns should get a share of the parishes’ CIL. There is also a move afoot to reduce the number of councillors and clerks by amalgamating some parish councils. In her view this idea has some merit as larger parish councils might have some clout at Shirehall. She is in an initial discussion with chairmen and clerks about the matter.

019/20/3 – Flood Action Group Report

Cllr. O’Boyle reported that the continuing heavy rain had resulted in five Diddlebury parish houses/premises being flooded. In the main this was caused by blocked drains and culverts. The FAG felt the situation could have been worse but for the leaky dams.

019/20/4: Cllr. Robert Povall reported on wide ranging discussions at a meeting of the South Shropshire Area Committee Representatives (a successor of the LJC) he had attended on 30.01.20. The next meeting is on the 25th May 2020.

019/20/5: Diddlebury Village Hall Report. Cllr. Woodhouse reported that as soon as the weather improves Mr Trim will finish the temporary works on pot hole repairs on health & safety grounds. Chris Jackson is drawing up a specification for the car park resurfacing and when it is ready, quotations will be obtained. Bookings for the hall are good: Flicks in the Sticks is now a monthly event: a Greek themed evening will be held on 7th March. The DVH AGM will be held at the end of April.

**020/20 – Planning applications**

**20/00532/LBC** – an application for listed building consent re alterations in association with conversion of former malthouse from storage use to a residential dwelling, at The Old Malt House, Delbury Hall, Diddlebury.

Whilst the parish council had no concerns about the listed building consent aspect of this application, they did have concerns about the flooding issue, having received a report and photographs showing extensive and serious flooding of the property from the Flood Action Group. The FAG and SUDS flooding projections were at variance with the applicant’s documentation. After discussion of these differing views,

Cllr. R Povall **proposed** that the parish council should strongly support the application but request that suitable conditions be imposed to deal with the flooding issues raised by the FAG and SUDS.

The Chairman **seconded** the proposal

**Vote:**  Members voted unanimously to support the proposal.

**20/00629/FUL –** application for the erection of one open market detached dwelling house and garage on land adjacent to the Sun Inn, Corfton.

There was some confusion initially on receipt of this application as it made reference to applications 14/05307/OUT and 16/04173/REM. It was established the planning permissions granted to those applications had lapsed as work had not commenced in time, and this was a new application. The Chairman reiterated the previous views of the parish council on further development in Corfton: it had supported the residents’ petition for no further development in Corfton and this had been endorsed by the Planning Sub-Committee. In principle there was no appetite or need for further open market houses in Corfton. Of 37 planning applications granted in the parish of Diddlebury in recent years, 34 were for open market houses. It is also feared that ribbon development could be established if this application was approved.

After discussion and on hearing views from local residents, Cllr. T O’Boyle **proposed** that the parish council strongly objects to this application on the basis of previous grounds made known to the SC Planning Committee about development in Corfton.

Cllr. Woodhouse **seconded** the proposal.

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

**18/03863/OUT** - application for a new open market dwelling behind the Sun Inn, accessed via Pinstones Lane. The Chairman advised that the applicant had lodged an appeal with the Planning Inspector following the refusal of planning permission by SC for this dwelling. He read to the meeting a letter which the parish council has submitted to the Planning Inspector, outlining in detail its views why the appeal should be refused.

**021/20 – Consideration of Correspondence and Communications received since the last meeting and to deal with any issues arising therefrom as appropriate.**

1. Request for DPC to sign up to the Great British Spring Clean – 20th March – 13th April 2020. Details available from: news@KeepBritainTidy.org.
2. 18.02.20 email to Chairman from Nancy Winfield, Project Development Manager, Herefordshire Centre for Community Led Housing. Details of the scheme available on : [www.communityledhomes.org.uk/what-community-led-housing](http://www.communityledhomes.org.uk/what-community-led-housing)
3. 21.02.20 – flood warnings and information from Geoff Neden, including the readout from the depth gauge in Diddlebury.
4. String of emails between Clerk, Highways Dept and Cllr. Motley re request for grit to be placed in piles along the road from Bache Mill, Middlehope and Burwood – as has been provided in past winters - plus provision of a salt bin in Middlehope by Upper House Farm. Highways response: “For ecological reasons we no longer deliver salt piles”. Cllr, Motley was been asked to investigate the “ecological principles” behind this new policy and advised “given the torrential rain we’ve had recently and over preceding years the council does not like leaving piles of salt by roadsides which could be dissolved and run down verges, into field etc.”
5. 20.02.20 email from SALC seeking information about the impact of the recent floods on properties, vulnerable people and those in need of alternative accommodation in this parish.
6. 20.02.20 – letter from Cllr. Mark Barrow, Executive Director – Place, Shropshire Council, thanking all those who have helped communities and businesses affected by the floods, seeking information of anyone affected by the floods who may be eligible for grant funding – such applications must be reported to the Local Authority. See Shropshire.gov.uk/drainage-and-flooding/after-a-flood-support-for-homes-and-businesses-affected-by-flooding.
7. 21.02.20 – email from SALC with an update on news from BT on the 75 payphones in Shropshire proposed for removal. 49 have been reprieved from closure due to objections which appear to include those in this parish.. There are 12 more which parish councils wish to adopt to house defibrillators and these are being progressed by BT.

**022/20 – Minor Highways and Environmental matters**

The main issue discussed was flooding: five properties in the parish had been flooded, all caused by blocked drains and culverts which Highways Dept, should have cleared during regular maintenance programmes which don’t just remove surface debris but unblocks underground pipes too. The flooding of properties and roads in Middlehope was caused as the pipes are too small to deal with heavy rain, plus were full of debris. The EMO and local residents had to clear the drains and roads.

Geoff Neden of the FAG has written to Philip Dunne MP about the flood issues. Cllr. Woodhouse suggested DPC obtains a copy of SC’s Highways Maintenance Schedule. It is believed of 970 claims against for SC about flood damage, only three have been paid to date.

The other major issue discussed was potholes. The road up to Westhope is in a terrible state. The Chairman had hoped to raise potholes with Cllr. Motley at the Culmington meeting the previous night but there was no time to discuss it.

The Clerk circulated to the meeting five recent responses she has received from Highways Departments following her lodging reports of works/issues in the parish which need attention. The responses give no indication at all as to which issue they are replying about, which makes progressing complaints difficult. She has raised this matter with Cllr. Motley and Highways Dept. to no avail. The Chairman is going to write to Cllr. Motley about our concerns.

**023/20 - Finance Report**

**1. Precept balance b/fwd from January 2020 £3,311.39**

**ADD: Grant received on 17.02.20 from the West Mercia Police**

**Commissioner in part payment of a mobile speed monitoring unit £1,637.50**

 **£4,948.89**

**Less:**  Cheques authorised to be drawn on Precept Funds on 26.02.20

1. Clerk’s net salary for February 2020 £214.17
2. PAYE on Clerk’s February 2020 salary £ 6.00
3. Administrative expenses incurred by the Clerk in

February 2020 on behalf of DPC

* February 2020 contribution to

telephone & Broadband @ £20 per month £20.00

* Stationery items: file labels, envelopes,

A4 copy paper, £ 5.45

* 12 x 2nd class stamps £ 6.96
* Travelling expenses claimed at 45p

25.02.20 – To Culmington VH for meeting

with Cllr. Motley - 15 miles as cost

shared with Eaton & Hope Bowdler PC

26.02.20 To DVH for meeting -

36 miles @ 45p per mile

Total mileage: 51 miles @ 45p £22.95

 £55.36 £ 55.36

Total claim on Precept funds in February 2020 £275.53 **£ 275.53**

 **Balance of Precept Funds c/fwd £4,673.36**

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

* **Community Infrastructure Levy** (rec’d 25.04.18) **£2,440.29**

(To be used in conjunction with the grant from the West Mercia

Police Commissioner’s grant to purchase a mobile speed monitoring unit)

* **Environmental Grant** – balance b/fwd from January 2020 £1,888.51

**Less**: Invoice from Mr G Trim for railings

for steps up to the church, Mill Lane, Diddlebury £185.00

and time sheets for work 13.01.20 to 18.02.20 £212.55

**Less:** Invoice 1284 from Lionel Lewis for JCB

works to drains & ditch in Corfton Bache £120.00

£517.55 £ 517.55 £1,370.96 **£1,370.96**

* **Transparency Code Grant fund –** balance b/fwd **£ 399.49**
* **War Memorial Fund** – balance b/fwd **£ 25.13**
* **Funds held for Diddlebury Flood Action Group -** bal. b/fwd **£ 130.09**
* Ear-marked reserves for village hall car park resurfacing

- balance b/fwd **£5,066.84**

Cllr. R Povall **Proposed** that the chequeslisted above be authorised for payment.

Cllr. S. Povall **seconded** the proposal.

**Vote:** Councillors voted unanimously in favour of the proposal and the cheques were duly signed

**3. HSBC Bank balance held by DPC following authorisation of the**

 **above listed cheques on 26.02.20 £14,106.16**

**4 Bank statement and cash book reconciliation**

The verification by Councillors of the Clerk’s reconciliation between HSBC bank statement number 330 and DPC’s Cash Book was carried out by Cllr. Worthington.

**5.** **To review and approve the purchase of a mobile speed monitoring unit and associated equipment**.

The purchase of a mobile speed monitoring unit had been agreed by the parish council in November 2018. Its purchase had been delayed as a grant application had been submitted to the Police & Crime Commissioner. The Clerk confirmed that the grant of £1,637.50 had now been received towards part of the cost of the unit; a further part of the cost will come from the £2,440.29 Community Infrastructure Levy received on 25.04.18 and an additional £615 had been added to the Precept for 2019/2020 to go towards the unit if needed. The total cost of the unit, including a tripod, brackets and batteries is £3,150.00 plus VAT of £630 (which should be recoupable), making a total cost of £3,780.00. The unit will be supplied by Westcotec Limited. Its purchase and use has been approved by the parish council’s insurers.

Cllr. O’Boyle **proposed** that the purchase of a Westcotec mobile speed monitoring unit at a cost of £3,780.00 be approved by the council.

Cllr. S Povall **seconded** the proposal

**Vote:** Five members voted in favour of the proposal, one abstained – carried by a majority vote.

**024/20: To review and/or adopt parish council documents for the 2019/2020 audit process.**

The Clerk asked the members to note that the council’s Standing Orders and Data Protection policies needed no revision.

The Strategic Risk Assessment had been revised and circulated to members for approval. Also the Financial Regulations had been amended in 2019: a revised set of Financial Regulations had been circulated to all members. They were asked to note that in future only a non-cheque signatory should approve the reconciliation between the bank statements and the cash book.

Cllr. R Povall **proposed** that the revised Strategic Risk Assessment and the revised Financial Regulations should be approved and adopted by the parish council.

Cllr. S Povall **seconded** the proposal.

**Vote:**  Members voted unanimously in favour of the proposal.

A review of the Assets Register will be deferred to the March meeting as the mobile speed monitoring unit may need to be added to it in this financial year.

**025/20 Any Other Business (for dissemination of information only)**

The Clerk reminded that donations to local organisations are dealt with at the March meeting. To date she had received an application from the FAG for £50.

There being no further business, the Chairman closed the meeting at 10.10pm

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

 **Wednesday 25th March 2020, 7.30pm at Westhope Village Hall**

**MINUTES SIGNED BY David Hedgley**

 25th March 2020

**DATED**