**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](mailto:diddleburypc@gmail.com)

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**MINUTES**

**Of the Parish Council Meeting**

**held on Wednesday 26th September 2018 at Westhope Village Hall**

**At the commencement of the meeting the Chairman addressed a eulogy to Mr Tom Hall of Westhope who had recently passed away.**

**101/18: Present and apologies for absence**

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

**In attendance**:

The Clerk, Unitary Cllr. C Motley and 14 members of the public

**102/18: 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.

Cllr. S Thomas made personal declarations of interest in respect of applications 18/01465/FUL and 18/04144/TCA.

**103/18: Public involvement session:**

No matters were raised that were not dealt with elsewhere on the Agenda.

**104/18: Approval the Minutes of the Meeting held on 25th July 2018**

The Minutes of the 25th July 2018 Meeting were considered by the councillors: no amendments were made.

Cllr. K Worthington **Proposed** that the Minutes be approved as a correct record of the meeting.

Cllr. Watson **seconded** the proposal

**Vote:** The Minutes were unanimously approved and duly signed by the Chairman

**105/18: Matters arising from the Minutes of the Parish Council Meetings on 25th July 2018 not dealt with elsewhere on the Agenda**

028/18/1 – The Silent Soldier

The Chairman reported that, disappointingly, only £105 had been raised in respect of the Silent Soldier commemoration.

098/18- Item 8

The Clerk confirmed she had written to the Diddlebury Village Hall committee seeking approval for the erection of a parking sign in front of the village hall. In response the committee advised they will consider the matter at their October meeting.

100/18/1 and 100/18/2

The Chairman advised the debris from the tree had been cleared and Mr Trim will be strimming verges next week.

**106/18 – Reports**

106/18/1 – Chairman’s Report

The Chairman reported on his recent parish council activities, which included:

* Further actions/emails/telephone calls re 18/03523/TCA
* Discussions with Geoff Neden about the provision of a handrail for the steps up to the church. He has asked Mr Trim for a costing: it will involve a lot of work.
* He had spent a considerable amount of time explaining the planning situation in Corfton to a new resident.
* He had considered the revised planning application for Bache Mill and discussed it with the applicant’s agent. Due to timing constraints he had responded to the planners in the absence of the Clerk and had circulated his letter to the members for their information.
* He had liaised with the Tree Warden (Cllr. S Povall) on both the tree works applications (items 7.3 and 7.5 on the Agenda) and had responded to the Tree Team in the absence of the Clerk.
* He had received a telephone call from Mrs Mary Hall, who is seeking assistance from Diddlebury Parish Council with the administration of Westhope Village Hall following Tom’s death.
* He had completed and submitted the Transport Plan on behalf of DPC.

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106/18/2 – Unitary Councillor’s Report

Cllr. Motley advised that she has been lambasting Highways and the Highways Portfolio Holder re the potholes situation in South Shropshire including plying them with photographs showing the state of some lanes. She received lots of promises but has seen little in the way of action: she will keep up the pressure as the winter weather will worsen the situation.

She had not heard that Tom Hall had died. She paid tribute to Tom for all his hard work on behalf of the Westhope community and sent her condolences to his family.

Cllr. Motley reported on the current situation concerning CIL payments, which she does not believe has been handled well: in particular she felt the letter the Portfolio Holder had sent was inadequate. She is fighting hard in Cabinet to ensure that villages receive their promised share of CIL.

She is running a Task & Finish Group concerned with the funding of community transport and in particular the funding of 16+ aged school children’s transport to and from school. She has discovered that SC’s budget for rural community transport hasn’t been increased for 12 years.

Cllr. Motley is also working with a group to see if different types of tenures can be devised for young people, to improve their housing prospects. She remains active with the RSN group: they are visiting Lambeth Palace and the House of Lords shortly to press for better rural housing.

In response to a query, Cllr. Motley advised that the issue of Environmental Grants has been put back to the October Cabinet meeting.

106/18/3 – The Buzzard

Cllr. Worthington reported that funding is a continuing problem for the operation of the Buzzard. They have been forced to increase their fares by 100%, so a trip to Craven Arms is now £4 return as opposed to £2. They have also implemented an annual membership fee of £5 each from users of the bus service. Cllr. Worthington asked DPC to consider making a donation to the Buzzard’s funds.

106/18/4 – Diddlebury Flood Action Group

Cllr. O’Boyle reported that the works on Mill Lane bridge have now been completed: the FAG thanked DPC for providing the funding for the work. Slow the Flow structures have been put in place in the Pie Brook and above Middlehope. Geoff Neden’s tour of the leaky dams was well attended: around 50 dams are planned for the area.

106/8/5 – Diddlebury Village Hall

Cllr. Woodhouse advised the next committee meeting is in October. He is continuing to apply for grants and is awaiting a response to his many applications. Bookings for the hall are robust and many repeat bookings are coming in. New ventures are being tested including Zumba and martial arts for youngsters.

**107/18 – Planning applications and planning matters**

107/18/1 – **18/03510/FUL** – planning application for an open market dwelling and associated vehicular access alteration on land in the car park adjacent to The Sun Inn, Corfton

The Chairman advised there were five public comments on the planning portal objecting to this application. In summary, the objections were centred around the scale of the application – it is too large for its plot, it is too dominant and is out of character with other housing in the area, the design and materials are also out of character with the area. It was also not understood what provision is being made for drainage as the scheme mooted at the outline planning stage is not now to be utilized and no alternative scheme has been offered.

Cllr. O’Boyle objected on the basis that the dwelling in this application bore no relationship to the small rectangular house proposed in the outline scheme: what is now proposed is a three storey L shaped large building. He fully supported all the objections on the planning portal. Other members voiced concerns about the scale and the proposed materials.

After discussion Cllr. O’Boyle **proposed** that DPC should strongly object to this application on the basis that this proposed building is out of all proportion to the size of the plot. Given it will be three storeys high, it will dominate the area in a highly visible way. The design, the proposed materials and predominance of glass at the front of the building are out of keeping with the vernacular architecture of Corfton.

Cllr. Worthington **seconded the proposal**

**Vote:**  The members voted unanimously to support the proposal.

107/18/2 – **18/03863/OUT** – outline planning application for the erection of one open market detached cottage and garage, to include means of access on land adjacent to The Sun Inn, Corfton.

The applicant attended the meeting to assist the members.

The Chairman advised there were twelve public objections on the planning portal. In essence those objections were that too many open market houses have already been given planning permission in Corfton (13, as opposed to the five agreed in the Parish Plan); the proposed entrance to this house is dangerous, the proposed entrance will lead to the destruction of parts of the ancient walls and hedges supporting the hollow way to Corfton Bache which bound the road access, it is in an AONB which is constantly being eroded by development.

The applicant and the objectors were allowed to state their case. The applicant did not accept that the houses in the poultry shed developments should be counted for Parish Plan purposes as they are a brownfield site development and cannot be seen from the road or elsewhere in the parish.

Cllr. O’Boyle was of the view that an overwhelming number of people in the parish objected to the application: he noted it will be visible from the main road and from the road up to Corfton Bache.

After further discussion:

Cllr. O’Boyle **proposed** that the parish council should object to this application on the basis that there is no local support for it; the amount of open market development agreed in the Parish Plan for Corfton has already been considerably exceeded; the proposed access to the development is considered potentially dangerous and would involve irrevocable destruction to part of the wall and hedge of the ancient hollow way serving the Bache Mill community.

The **proposal was seconded** by Cllr. Watson

**Vote: 3 votes in favour of the proposal to object, two votes against the proposal; two abstentions. Proposal carried by a majority vote.**

107/18/3 – **18/01465/FUL**. Revised application for the erection of four open market dwelling houses and formation of vehicular access on land to the west of Bache Mill.

The Chairman advised that the parish council had objected to the original application. The revised application required a response before this meeting. He had therefore consulted members and discussed the application with Mr Neden of the Flood Action Group as there were concerns about flooding.

Following those consultations the Chairman drafted a response to the Planning Department advising that the Parish Council now supported the application, but with the following conditions:-

1. That physical and legal access is identified to the underground crate system to allow maintenance to take place and that responsibility for this is identified with a further restriction being placed on development above the attenuation apparatus.
2. As identified in the Conservation comments a condition is imposed on materials, landscaping and boundaries to preserve the local character namely in the type of brick used for construction.

107/18/4 – Application by Mrs V. Marsh (nee Manley) for a letter confirming her local connections to the parish in support of her proposed application to build an affordable home at Middle Westhope Farm.

The members considered the relevant matters which supported this application.

The Chairman **proposed** that Mrs Marsh had satisfied the local connection criteria and the parish council should support her request.

Cllr. S Povall **seconded the proposal**

**Vote:** Eight votes in favour, one abstention: proposal carried.

107/18/5 – **18/04143/TCA** Application for various tree works at 17 Mill Lane, Diddlebury

The Chairman advised this application had required a response before this meeting. The Tree Warden, Cllr. S. Povall, had visited the site and was satisfied with the proposed works. The Chairman had therefore responded to the Tree Team that the parish council was satisfied with the works and had no observations to make.

107/18/6 – **18/04144/TCA** Application for various tree works at The Tithe Barn, Diddlebury

Again, the Chairman advised this application had required a response before this meeting. The Tree Warden, Cllr. S. Povall, had visited the site and was satisfied with the proposed works. The Chairman had therefore responded to the Tree Team that the parish council was satisfied with the works and had no observations to make.

**108/18 – Highways and Environmental Matters**

The Chairman observed that a number of potholes around the parish have now been filled, but a large number await attention. Cllr. M Thomas suffered a burst tyre due to potholes this week.

The Chairman advised that the EMO, Mr Trim, has been working in Culmington but will start work in Diddlebury this week.

Cllr. O’Boyle noted with concern that every time the hedges between Diddlebury and Peaton are cut, all the bollards are either knocked down or sliced in half. He felt it was a waste of money that they have to be constantly replaced.

Instances of fly-tipping in the parish were discussed.

**109/18 – Detailed consideration of the enforcement of the 30mph speed limit in Diddlebury**

The Clerk’s letter to Andy Keyland of Highways seeking advice and assistance had not been answered. It is unclear whether CIL funds are going to be available to fund a mirror at the Bache Mill junction and speed awareness signs. It is clear that neither the Police nor Shropshire Council will get involved until there is either a cluster of accidents or a fatal accident. The recent accident in Mill Lane has been noted.

Poster campaigns were discussed as were stickers on wheelie bins. Cllr. O’Boyle felt no progress will be made until someone heads up an action group: he is not willing to do it following the rebuttal of his and Cllr. Watson’s 20mph campaign.

After further discussion the Chairman **proposed** that the parish council should submit a bid for CIL funds to purchase a mirror at the Bache Mill junction and a portable speed indicator.

Proposal **seconded by** Cllr. Watson

**Vote: proposal carried by a unanimous vote.**.

**110/18 – Communications and correspondence to be considered**

The following items of correspondence were considered:

1. 02.08.18 – Notification from Shropshire Council planning dept. re 18/03565/AGR of a proposed road to allow farm machinery access to land at Little Sutton Farm. Sent for information purposes and no action required by the Parish Council.
2. 14.08.18 – email from Bache Mill parishioner regarding condition of the road outside his property. Matter responded to by the Chairman.
3. 03.08.18 – notification from Planning Department re 18/02683/FUL for the erection of a two storey extension to No. 2 Broncroft Mill Cottages, Broncroft.

Planning permission granted.

1. Letter – Clerk to Andy Keyland, Highways Department seeking assistance and information concerning the implementation of the 30mph speed limit in Diddlebury.

No response received.

1. Email and various attachments sent to all parish councils by the Chairman of Childs Ercall Parish Council, including his detailed and comprehensive letter sent to the Leader and CEO of Shropshire Council concerning the seemingly arbitrary way CIL has been withdrawn from parish councils, without any consultation.
2. 19.09.18 Letter – Chairman to Unitary Cllr. Motley raising DPC’s concerns about the proposed review by the Cabinet concerning CIL payments. Letter copied to the Leader and the CEO of Shropshire Council.
3. Undated letter sent to all parish council by Cllr. Robert Macey, SC’s Portfolio Holder for Planning and Housing Development. He declined to discuss the technicalities or complexities of CIL payments and merely states that meetings will be held by the Cabinet and any changes to CIL policy will be made public in due course.
4. Request from Mrs Hall for DPC’s advice and assistance with the administration of Westhope Village Hall following Tom’s sad death.

**Item 8**

The Chairman advised he had received a call from Mrs Mary Hall advising that the village hall committee has vanished, Tom was running the hall and she is unable to take it on. She requested that DPC arrange a meeting to see if anyone steps forward to form a new committee to manage Westhope Village Hall.

The Chairman advised that Westhope Village Hall is not DPC’s problem, but out of respect for Tom it would assist by arranging a meeting. The Clerk and Cllrs. Worthington and Watson will make the necessary arrangements. Cllr. Worthington had collected some documents from Mrs Hall: the Clerk will study them and advise the members of DPC as necessary of the contents.

**111/18 - Consideration of Financial matters**

111/18/1 – Finance Report for 26th September 2018

Precept balance carried forward from July 2018 **£4,420.05**

**Less:** Cheques authorised to be drawn on precept funds on 26.09.18

1. Clerk’s net salary for Aug. & Sept. 2018 £325.44
2. HMRC – PAYE etc on Clerk’s Aug. & Sept salary £ 81.40
3. Administrative expenses paid by Clerk in August & Sept.

2018 on behalf of DPC and reclaimed

* Contribution towards Aug & Sept. telephone

and Broadband cost: £30.00

* 12 x 2nd class stamps - 08.09.18 £ 6.96
* 12 x 2nd class stamps - 21.09.18 £ 6.96
* Paid to Andy Holmes – IT support re email

troubleshooting problems – 14.8.18 £20.00

* 1 lever arch file & 2 pkts file dividers £ 3.00
* 1 x Genius DX-110 mouse for computer £ 9.95
* Travelling expenses claimed at 45p per mile
* 29.08.18 to Culmington Village Hall for final

Clerk’s meeting: 38 miles but cost shared with

Eaton & Hope Bowdler PC so

18 miles claimed

* To Westhope Village Hall for meeting

on 26.09.18 - 45 miles @ 45p per mile

Total mileage - 63 miles £ 28.35

Total of Admin expenses paid by Clerk £105.22 £105.22

£512.06 £ 512.06

**Balance of Precept funds c/fwd £3,907.99**

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 July 2018 **£2,947.71**

Less: Invoice from Mr J A Woodhouse for repairs to

Mill Lane bridge £ 330.00

£2,617.71 **£2,617.71**

* Transparency Code funds b/fwd from July 2018 **£ 712.49**
* War Memorial Funds balance b/fwd from July 2018 **£ 65.13**
* “Silent Soldier” campaign donations (3 donations rec’d during August) **£ 105.00**
* Funds held for Diddlebury Flood Action Group

b/fwd from July 2018 **£ 56.57**

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

Cllr. S Thomas **proposed** that the above listed cheques be authorised for payment.

Proposal **seconded by** the Chairman.

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

1. **Balances held by DPC following authorisation of cheques on 26.09.18**

**Precept Funds £3,907.99**

**Community Infrastructure Levy funds £2,440.29**

**Environmental Grant Funds £2,617.71**

**Transparency Code Funds £ 712.49**

**War Memorial Funds £ 65.13**

**“Silent Soldier” donations £ 105.00**

**Funds held for Flood Action Group £ 56.57**

**Earmarked Reserves Funds £5,412.29**

**Total Funds c/fwd £15,317.47**

111/18/2**. Bank statement and Cash Book reconciliation**

Cllr. S Povall examined and verified of the Clerk’s reconciliation between HSBC statements numbered 312 and 313 and DPC’s Cash Book.

**112/18 - Any Other Business (for dissemination of information only)**

Mr Ian Davies asked that he be advised when the parish council intends to discuss the PPSG,

so he can ensure his attendance.

**113/18 – Exclusion of the Public**

The Chairman **proposed** that the public should be excluded from the remainder of the meeting on the grounds that the consideration of the following items may involve the likely disclosure of confidential or sensitive information pursuant to (Section 1(2) Public Bodies (Admission of Meeting) Act 1960:

Item 1 – an Enforcement Notice relating to a property within the parish

Item 2 – Threatened legal proceedings against the Clerk and the Parish Council

The **proposal was seconded** by Cllr. Worthington

**Vote: proposal carried unanimously.**

The public were asked to leave the meeting and discussion on the two items then took place.

There being no further business, the Chairman closed the meeting at 10.05pm

Date and venue of the next Diddlebury Parish Council meeting

**7.30pm on Wednesday 24th October 2018 at Diddlebury Village Hall.**

**MINUTES SIGNED BY David Hedgley**

24th October 2018

**DATED**