

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 27th July 2022 at 7.30pm at Diddlebury Village Hall.**

091/22 – Present

Cllr. D Hedgley - Chairman, Cllr. R Povall, Cllr. S Povall, Cllr. A Watson, Cllr. T. O'Boyle,
Cllr. A Rattu. Cllr. T Pardoe, Cllr. C Martyn

Apologies were received and accepted from Cllr. R Morgan

In attendance - the Clerk, Unitary Cllr. Motley

**092/22 – Welcome to newly elected Cllr. Clive Martyn and to receive from him
completed DPI form and Acceptance of Office form .**

The Chairman welcomed Cllr. Martyn to the parish council. Cllr. Martyn completed a DPI form and an acceptance of office form and was provided with an Induction for New Councillors folder.

093/22 – 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.

094/22 – Public involvement session,

No members of the public attended the meeting.

095/22– Approval of the Minutes of the 22nd June 2022

The Minutes of the Meeting on 22nd June 2022 had been circulated to councillors prior to this meeting and publicised on the website. No amendments were requested at the meeting.

The Chairman **Proposed** that the Minutes of the meeting on 22nd June 2022 be adopted as a correct record of the meeting's business.

Proposal **Seconded** by Cllr. Watson

Vote on Proposal: Those councillors who had been present at the June meeting unanimously voted in favour of the Proposal. The Chairman signed the Minutes.

**096/22: Matters arising from the Minutes of the 22nd June 2022 not dealt with elsewhere
on the Agenda.**

072/22/3: The Clerk contacted the Planners on 21.06.22 re outstanding SUDS matters at the Bache Mill development and an enforcement issue. Planning Officer Laidlaw responded on 26.07.22 advising minor matters were outstanding to which the enforcement issue related: that the issue of water run off was a consideration of the planning officer: there are numerous documents within the application to consider.

The Clerk had also written to the planners concerning various outstanding discharge of planning conditions at the old poultry sheds development in Corfton, given it is believed work is shortly to commence. Nanette Brown of the planning department responded that no applications had been lodged seeking discharge of the outstanding conditions. Clerk responded by listing all the outstanding matters and asking what action will be taken to ensure compliance before work commences. Response awaited.

WebOrchard website: The Clerk advised DPC has paid WebOrchard the website hosting fee until 31.03.23. She is negotiating with Heather Coonick concerning setting up a Hugo Fox alternative website, perhaps after Christmas.

085/22. The Chairman advised that DPC's response and public objections are now available to view on the planning portal re the Tithe Barn application dealt with on 22.06.22. (22/02425/FUL). He has also been advised by the applicant that the planning officers are minded to refuse permission or may refer it to the Planning Committee. The Chairman would welcome clarification on the exact parameters of "Open Countryside" from the Committee. Clarification will be sought on how long self-build houses have to be retained before being sold on the open market.

097/22 – Reports

097/22/1 – Chairman's Report and Car park resurfacing strategy

The Chairman reported he had completed the Crime Survey. He has strimmed the grass around the DPC assets in Bouldon and has also carried out DIY/maintenance work on the bench in Bouldon, the Bouldon plant trough and the picnic table. The picnic table gets a lot of use but is in a poor state of repair. Replacing the table was discussed and it was agreed that a new recycled plastic one should be purchased as they never need maintenance - they cost around £500. The Chairman had also had an email and discussions with the Clerk of Culmington Parish Council concerning the boundary review.

He has also spent a considerable amount of time on the CIL/car park refurbishment project including discussing it with Cllr. Motley and drafting a follow up letter to Mr Eddie West. following his failure to respond to any of the emails and calls the Chairman has made asking for the CIL fund to be released so the work can proceed. The CIL payment has been outstanding since 2019 and despite promised commitments for action in 2021 and 2022 from SC, nothing concrete has been forthcoming. It was hoped the village hall car park and the school's car park/playground could be resurfaced during the 2022 school summer holidays – which have started today - due to the pressing H&S issues its current state presents. Given the lack of action by SC, Corvedale School, DVH, DPC and the church have decided to appoint their own contractor to resurface the school car park/playground and the whole area around the village hall, ideally commencing in August 2022. Further quotes and updated quotations from those received in 2020 and 2021 are currently being obtained and procurement legalities are being dealt with.

The Chairman outlined that between all the interested parties there are sufficient funds available to cover the costs of the work even if, in the worst-case scenario, SC do not honour their reassurance that the £11,730 CIL owed to DPC is still available.

At present we have committed funds available from Corvedale School of £8,900, DVH of £7,000, DPC's earmarked reserve for the car park £4,723 and there is £24,461 in DPC's Neighbourhood Fund generated from DPC's dedicated CIL share of new housing, which gives a total of £45,084 available to cover the resurfacing costs without the £11,723 being included.

This gives us the option to go ahead with the work, as while waiting for a response from SC the current resurfacing quotation is now £3,000 more than the original quotation of obtained, a situation which will only worsen as time goes on, plus £670 has been withdrawn from DPC's car park reserves fund to pay for essential repairs and DVH has also had to pay for repairs, none of which last more than a few months.

The Chairman proposed the following alternative actions be considered tonight:-

1. Tell Mr West that the school, DVH and DPC propose to press ahead with the work now and trust that SC will credit the £11,713 to DPC's account, or
2. Ask again for a firm plan and commitment from SC that Highways will do the work during the school holiday or
3. Accept that we may not get the VAT back or CIL payment from SC but that the work needs doing and part of the Neighbourhood Fund will have to be used to fund it.

Councillors discussed the alternative strategies. They agreed that a letter should be sent to Mr West, Steve Smith of Highways, Tracy Darke, Head of planning and Ffion Horton, advising that unless we receive a response to this letter within 14 days from the date of sending it, we propose starting work on the car park on 24th August 2022 and will seek the £11,723 from SC on the completion of the work. This hopefully will elicit a more urgent response from them but in the worst-case scenario the work will be funded by the community groups.

Cllr. R Povall **proposed** that letter along lines of No 1 be sent to Mr West and copied to Ms. Tracey Darke (Planning), Mr. Steve Smith (Highways), Mr E Potter (Economic Growth, Regeneration & Planning) and Ms Ffion Horton.

Proposal **seconded** by the Chairman

Vote: councillors voted unanimously to support the proposal.

The Chairman will draft a suitable letter and circulate it for approval.

097/22/2 – Unitary Cllr. Motley's Report

Cllr. Motley advised she had attended a meeting recently when Mr West, Ms Horton, Mr Steve Smith and some parish council representatives had been present. Outstanding CIL payments owed to parish councils were discussed. Mr West has been heavily involved in the new Shropshire Local Plan and in several large civil engineering projects; likewise Mr Smith is involved with complex highways issues such as roundabouts, crossings etc and the bottom line is there is little manpower available for clearing outstanding CIL claims to parish council, although in fact 67 have been cleared for payment recently.

She discussed the recent Planning Committee hearing involving a planning application for an open market house in the Seifton part of Culmington Parish, for which DPC had written supporting the views of Culmington PC. The Committee had refused the application, but it is likely to go to appeal.

Cllr. Motley also discussed the proposed changes for an integrated health system involving Telford & Wrekin and Shrewsbury hospitals and a number of GP surgeries, centred on a new Health Hub building. The proposal involves building a Health Hub by the football club in Meole Brace. One immediate difficulty has been raised, namely who is to provide transport links to the proposed new building. Cllr. Motley's own view was better use should be made of small local hospitals.

097/22/3 – Flood Action Group Report

Cllr. Martyn confirmed a meeting has been held with the Flood Forum when past matters were reviewed and considered. A further meeting will be held in September to agree on a schedule of works.

097/22/4 – Diddlebury Village Hall report

Cllr. Rattu had nothing to report on DVH, but has received a communication from BDUK about Broadband in hard to reach parts of Diddlebury. He needs more time to decipher exactly what is planned and will then notify councillors.

097/22/5 – Westhope Village Hall

Cllr. Watson confirmed the re-roofing works have nearly been completed and the hall will soon be fully functioning again.

Community Governance Review (boundary changes)

Cllr. R Povall reported that via their Clerk Culmington PC had indicated they would be seeking to transfer properties in Moorwood, Sparchford and Seifton from Diddlebury Parish to Culmington Parish. Culmington PC had been advised by DPC not to take any unilateral action on the matter as any approach to SC has to be made jointly. Cllr. Povall has visited some of the inhabitants of the affected properties at Moorwood, Seifton and Sparchford and none seemed to have any desire to move from Diddlebury to Culmington. If anything, it seems to DPC that it makes more sense for the Seifton properties currently in Culmington parish to move to Diddlebury. As for the "which parish is Seifton in" issue, this may be resolved by the forthcoming new Shropshire Local Plan. Cllr. R Povall will continue to discuss this matter with Culmington Parish Council's Chairman.

098/22 – Planning application

22/02632/FUL – application for the installation of two replacement oil tanks with new bunded polyethelene tanks, each on a hardstanding base together with 1.8 metre fencing and gate, at Elsie Manor, Seifton, SY8 2DL

The Chairman advised there were no public or statutory body objections to this application on the planning portal. After discussion, Cllr. R Povall **proposed** that DPC should support the application and raise no objections to it.

Proposal **seconded** by Cllr. S Povall

Vote: councillors voted unanimously to support the application.

099/22 – Highways and environmental matters

099/22/1: A number of matters in the parish need work; painting handrails, cleaning and repainting the bus shelters and some strimming. It was debated whether or not DPC should

again try to recruit a maintenance officer or instead try to encourage local volunteers to assist. After discussion it was agreed an advertisement should be placed in the Corvedale News and on Google Group seeking quotations from suitably qualified and insured people to carry out a list of specific tasks.

099/22/2: Cllr. Watson reported that part of the railings by The Moors are missing following a vehicle colliding with them. Cllr. Martyn agreed to report the matter to FixMyStreet.

099/22/3: Cllr. Watson reported that a very overgrown hedge is making the pavement from the Moors to Mill Lane all but impassable to pedestrians. Cllr. Rattu agreed to mention the matter to the landowners involved.

099/22/4: Continuing chaos on the B4368 due to on-going sporadic roadworks.

Cllr. Watson had prepared a detailed report for the meeting outlining the detrimental impact the most recent works on the B4368 had on local residents, schools, businesses and the travelling public. It was agreed that the report should be sent to Mr Steve Smith at SC Highways and to Kier who have overall responsibility for the works. Mr Smith and a representative from Kier will be asked to attend a parish council meeting to discuss how future roadworks on the B4368 can be better conducted. The issue of speeding on the B4368 could be discussed at the same time.

100/22 – Correspondence and communications received in July 2022

Councillors considered the following matters:

1. Clerk emailed Munslow Parish Council to ask for an up-date on their initiative re speeding vehicles and noise on the B4368. 30.6.22 – letter from Mr E Povey, Vice Chairman of Munslow Parish Council, reporting on their efforts to reduce the speed/noise. He reports they were expecting Shropshire Council to have completed months ago a Highways Study they had commissioned. It was promised in May but has not appeared: they continue to press for the report.
2. First Results of Census 2021
3. Notification of proposed increases in Shropshire parking charges.
4. Notification of Shropshire summer 2022 Holidays and Activities & Food Programme.
5. Invitation to consult on Shropshire Council's 2022 – 2027 Economic Growth Strategy.
6. Query from SALC as to whether parish councils are interested in them arranging an on-line training event on Neighbourhood Planning.
7. Email – Clerk to Mr Keyland, Highways requesting double white lines on B4368 to prevent dangerous overtaking especially around Corfton/Pedlar's Rest. Chased on 6th July: no response to date.
8. Email Clerk to Mr Keyland asking for permission to attach four signs in the Peaton/Bouldon/Heath areas asking drivers to slow down around horses being ridden on the road. He responded giving permission but asking that the notices be mounted at a height of 2.3 metres from the ground.
9. Road closure/road works notifications: White lining works on B4368 extended to 15th July 2022.

10. Report on the Independent Inquiry Telford Child Sexual Exploitation.
11. Email from Mr Braker of Corfton reporting on another accident on the B4368 (outside the Sun Inn) and asking for the road markings to be updated in the Cotfton area area as they are out of date given there are new homes and drives joining the B4368..
12. Letter 19.7.22 Chairman to Southern Planning Committee re 22/00106/OUT, concerning a Culmington Parish planning application involving a proposed open market dwelling in the “open countryside” designated part of Seifton. Drafted and sent at the request of Culmington Parish Council.
13. Letter 21.6.22 DPC to Planning Dept. re outstanding planning issues at the old poultry sheds development in Corfton. Response 19th July 2022 from Mrs Nanette Brown, planning officer, reporting on the situation, namely that it does not appear that the any applications for discharge of conditions have been sought to date. 22.07.22 – response from DPC listing all outstanding matters and asking her to confirm that all issues are dealt with prior to work being allowed to start on this development.
14. Email between Chairman and Cllr. R Povall re indication from Culmington Parish that in the Community Governance Review they will be seeking the transfer to Culmington Parish from Diddlebury Parish a property in Sparchford and six properties in Seifton. It is presently unknown if the affected residents have agreed to this.
15. Road closure notification:
3rd September – 17th September: From A49 junction to B4365 at Bromfield to enable SC to enable carriageway repairs. Works ref: UJ216MV-3061
16. Email Melanie Holland, SC’s Housing Strategy & Development Manager, seeking DPC’s views on SC’s draft Empty Homes Strategy (which wasn’t attached to the email). Go to HousingStrategy@shropshire.gov.uk to find it or call her – 01743 256818
17. Emails between Clerk and Westcotec Limited re possible siting of Speed Indicator Devices on the B4368.

Responses

Items 7 and 11: Clerk to liaise with Cllr. Rattu on a response/solution these matters.
The Chairman agreed to complete the survey at No. 16

101/22 – Finance Report for July 2022

1.	<u>Precept balance b/fwd from June 2022</u>	£7,166.73
	ADD: VAT refund 2021 – 2022	<u>£ 510.71</u>
		£7,677.44
Less: Cheques/debits authorised to be drawn on Precept Funds in July 2022		
1.	HSBC – bank charges charged in July 2022	£ 7.80
2.	Clerk’s net salary for July 2022	£250.00
3.	PAYE on Clerk’s July 2022 salary	£ 15.00
4.	Payments made re DPC’s £350 donation for Jubilee	

Celebrations as per Minute Ref. 037/22/5:			
Cllr. A Rattu		£288.79	
Cllr. A Watson		£ 25.97	
5. Shropshire Council: May 2021 election costs		£792.27	
6. <u>Administrative expenses incurred by the Clerk in July 2022 on behalf of DPC</u>			
• July 2022 contribution to telephone & Broadband provision @ £20 per month	£20.00		
• Ink Spot: photocopies for Induction file	£ 5.00		
• Ink Spot: 4 x warning signs re horses			
£24 plus VAT £5.80	<u>£29.80</u>		
	£34.80	£34.80	
• Travelling expenses claimed at 45p To Hope Bowdler Village Hall for meeting on 27.7.22 - 36 miles @ 45p per mile		<u>£16.20</u>	
Total of Clerk's July administrative expenses	£71.00	<u>£ 71.00</u>	
Total of July 2022 admin. Expenses		<u>£1450.83</u>	<u>£1,450.83</u>
Balance of Precept Funds c/fwd to September 2022			<u>£6,226.61</u>

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

• Community Infrastructure Levy /Neighbourhood Fund			
Balance b/fwd from June 2022			£24,461.44
• Environmental works & asset management fund			
Balance b/fwd from June 2022		£1,799.27	
Less: Cheque for Mr Tim Pardoe, WVH notice board repairs		<u>£ 200.00</u>	
		£1,599.27	£1,599.27
• Sum precepted for payment of May 2021 election costs	£1,350.00		
Less: SC Invoice 7172516 for May 2021 election costs		<u>£ 792.27</u>	
Balance transferred to Precept		<u>£ 557.73</u>	
• Legal expenses ring fenced fund			£750.00
• Flood Action Group funds - balance b/fwd from June 2022	£255.35		
Less: cheque request (DVH)		<u>£ 9.00</u>	
Balance carried forward		£246.35	£246.35
• Ear-marked reserves for DVH car park resurfacing			£4,723.39
Cllr. O'Boyle proposed that the cheques totalling £1659.83 be approved for payment			
Proposal seconded by Cllr. Watson			
Vote: Councillors unanimously voted to authorise payment of the cheques.			

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

1. Precept balance after July cheques paid	£6226.61		
Plus bal. transferred from ring fenced elections fund	<u>£ 557.73</u>		
	£6784.34		£ 6,784.34
2. Community Infrastructure Levy/Neighbourhood Fund			£24,461.44
3 Environmental works & asset maintenance fund			£ 1,599.27
4. Legal expenses ring fenced fund			£ 750.00
5. FAG third party funds			£ 246.35

6. Reserve Fund - ear marked for DVH car park repairs	<u>£ 4,723.39</u>
Total:	<u>£38,564.79</u>

4 Bank statement and cash book reconciliation

Verification by Councillors of the Clerk's reconciliation between HSBC bank statement 359 and DPC's Cash Book was conducted by Cllr. O'Boyle and approved.

102/22 – Any Other Business (for dissemination of information only).

102/22/1: The Clerk advised she is moving to No. 12, Brampton Bryan, Nr Bucknell, Herefordshire SY7 0DH on the 8th August: BT cannot connect the landline and Broadband until 12th August so there will be a short period of time when she will be uncontactable.

102/22/2: A check on the parish council's assets, as listed in the Register of Assets, had established that DPC's notice board in the Sun Inn had incorrectly been included in the Sun Inn's inventory of fixtures and fittings in the sale. Cllr. Rattu has spoken to the new owner and advised him the notice board belongs to DPC.

There being no further business to conduct, the Chairman closed the meeting at 9.35pm.

**Date and Venue of next meeting: Wednesday 28th September 2022, 7.30pm at
Westhope Village Hall**

Minutes signed by: David Hedgley

Dated: 28th September 2022