

**The Annual Meeting of Diddlebury Parish Council will be held on  
WEDNESDAY 14<sup>th</sup> MAY 2024  
at Diddlebury Village Hall following the Annual Parish Meeting  
Councillors are summoned to deal with the following Agenda business.  
Signed: *Jean de Russett*, Clerk      Dated 5<sup>th</sup> May 2025**

### **AGENDA**

1. **Election of a Chairperson and Vice-Chairperson**
2. **Post-election procedures: Obtain signed Acceptance of Office forms from all councillors. Consider the new Disclosure of Pecuniary Interest form procedure.**
3. **To record those present and to receive apologies from absent members.**
4. **To receive declarations of disclosable personal or pecuniary interests.**
5. **Public involvement session: 10 minutes allotted for members of the public to raise any questions they have with the councillors.**
6. **To approve and confirm as a correct record the Minutes of the Parish Council meeting on 23<sup>rd</sup> April 2025 and to consider matters arising from the Minutes.**
7. **Appointment of a representative to the South Shropshire Area Committee and any other committees or roles within the parish council.**
8. **Planning applications.**  
**25/01570/PMBPA** – application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development)(England) Order 2015 for the conversion of an agricultural building into a single dwellinghouse at The Barracks, Westhope, SY7 9JL.  
**25/01367/REM** - application for approval of reserved matters (appearance, landscaping, layout and scale) in pursuance of outline planning permission 22/00778/OUT, for the erection of an agricultural worker's retirement dwelling including access, at Corfrton Farm, Corfton.
9. **To consider communications/correspondence received and to respond as necessary.**
10. **To consider Highways and Environmental matters.**
11. **Financial and Annual Governance & Accountability Return audit matters**
  - 11.1 – Consider Finance Report for May 2025 and authorise payment of cheques.
  - 11.2 – verify reconciliation of HSBC bank statement and the PC's Cash Book.
  - 11.3 – Review Internal auditor's reports
  - 11.4 – Resolve to request an exemption under Section 9 of the Local Audit (Smaller Authorities) Regulation 2015
  - 11.5 – Review and sign the Annual Governance Statement
  - 11.6 – Review and sign the Annual Accounting Statement
  - 11.7 – Set the dates for the Notice of Public Rights
12. **Agree the dates of the ordinary meetings for the forthcoming year.**
13. **Any other business (for dissemination of information only).**  
**Date and venue of next meeting: 25<sup>th</sup> June 2025, 7.30pm at Westhope Village Hall**  
**Clerk's contact details: 12 Church Road, Brampton Bryan. Bucknell, SY7 0DH**  
**Tel: 01547 519282      email: [diddleburypc@outlook.com](mailto:diddleburypc@outlook.com)**