

## **DIDDLEBURY PARISH COUNCIL**

**Chairman: Cllr D Hedgley**

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

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## **MINUTES**

**of the meeting of Diddlebury Parish Council  
held on Wednesday 23<sup>rd</sup> April 2025 at 7.30pm at Diddlebury Village Hall.**

### **038/25– Present**

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

**In attendance** - the Clerk

**Apologies:** Cllr. T Pardoe

### **039/25 – 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.

### **040/25 – A Vote of Thanks to retiring Corvedale Division Councillor, Cecilia Motley**

Although Cllr. Motley was unable to be at the meeting, the Chairman gave the following vote of thanks.

My whole time on Diddlebury Parish Council has been spent with Cecilia being the Councillor for the Corvedale. Throughout that period it has been a privilege to work with Cecilia, who has always been there for us, as she has been for all the councils on her patch. Her support and advice has been invaluable, not only at parish council level, but also within the county council chambers and tackling council officers on our behalf.

Whether it's been sorting CIL payments out, fighting for Corfton's housing allocation limits, giving planning advice, supporting our appeals and those of parishioners at the South Shropshire Planning Council meetings, or on a personal level, supporting me during the complaint I had against me, she's been there for us.

Her Chair's/Clerk's meetings have provided a forum for us all to work together towards a common aim and to share common concerns or solutions.

Cecilia has never promoted a political agenda, but just a Corvedale one, which has made working with her easy and uncontroversial. She has never been shy though of criticising SC when she felt that they were failing us.

The time and work that Cecilia has put in has been unstinting and when you consider her patch as well as normal SC business, is truly amazing. She has always been available to me for a phone call and discussions on issues that arose, as well as sounding out with me issues that she had.

On a personal level I will really miss her, as I am sure all her councils will and she is certainly going to be a hard act to follow. Cecilia, we wish you all the best for the future and the time you will now have for Toby and children.

#### **041/25– Public involvement session.**

No members of the public attended.

#### **042/25– Approval of the Minutes of the parish council meeting of 26<sup>th</sup> March 2025**

The Minutes of the Parish Council Meeting on 26<sup>th</sup> March 2025 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 26<sup>th</sup> March 2025 be adopted as a correct record of the meeting's business.

Proposal **Seconded** by Cllr. S Povall

**Vote on Proposal:** Five in support, three abstentions – carried by a majority.

#### **043/25: Matters arising from the Parish Meeting 26<sup>th</sup> March 2025 not dealt with elsewhere on the Agenda.**

The Chairman and other councillors attended the funeral on 29<sup>th</sup> March of the late Mervyn Thomas, who had been a long-standing member of this parish council.

It was noted that there are now five candidates standing for the Corvedale position vacated by Cllr. Motley.

#### **044/25- Reports**

044/25/1 – Chairman's Report. The Chairman reported on his concerns about the SC planners refusing planning permission to application 25/00743/VAR – for a variation of conditions to an earlier planning application at the Green Farm, Middlehope, despite the fact that DPC had supported the application. He noted that DPC's letter supporting the application dated 28<sup>th</sup> March 2025 was not on the planning portal. He had contacted the planning officer who made the decision to refuse permission, in order to discuss it and to ask why the matter hadn't been referred to the Planning Committee for a decision, so the parish council's views could be heard. The planning officer denied that DPC's objection had been received, and also advised that it is unlikely the current government will sanction refusals being called in by planning committees in future. The Chairman also pointed out that aspects of the refusal decision were plainly wrong. He will continue to investigate this matter.

044/25/2 – Flood Action Group Report. Cllr. Martyn reported that he will be attending a meeting on the 6<sup>th</sup> May 2025 involving the Culmington, Diddlebury and Ludlow flood action groups, to see how they can support each other.

044/24/3 – Louise Powell Almshouse charity. Cllr. O'Boyle reported there is a vacancy in one property at the moment: there is a lot of interest in it despite it involving stairs so is not suitable for anyone with disability issues. The rents are being increased and are in the region of £500 per month

#### **045/25– Consideration of highways and environmental matters**

045/25/1: Cllr. Ratu asked when gravel is to be laid on the footpath linking The Moors to the school. The Chairman will chase this up.

045/25/2: Parking congestion in the village hall/school car park at 8.45am was discussed as school children, being dropped off, nursery school children and staff are all using the car park at the same time. The Chairman will discuss this with the school governors.

045/25/3: The Chairman thanked Mr Steve Bartell who has voluntarily done a good job of repairing the notice board in Bouldon. The notice board at Sutton is on its last legs and can be considered at the same time as a notice board for Bache Mill.

045/25/4: Cllr. Rattu requested that notice boards warning vehicle drivers of people in the road at the top of Mill Lane, where there is no pavement, are needed. It was agreed that plastic ones will be purchased in the interim as it will probably take years for SC to provide them.

#### **046/25 – Consideration of correspondence and communications**

1. Planning decision from Shropshire Council re **23/04417/OUT** - outline application to include means of access, but with matters of appearance, landscaping, layout and scale reserved - for the erection of three affordable dwellings, formation of vehicular access, installation of sewage treatment plant and all associated works at Westhope College. Permission granted 08.04.25, but matters of appearance, landscaping, layout and scale reserved for further application.
- 2, Planning decision from Shropshire Council re **25/04695/FUL**, for erection of a new toilet block at The Coach House, Delbury Hall, Diddlebury. Permission granted 04.04.25
- 3 Email from a resident thanking DPC for confirming the damaged gate on southern end of the footpath/bridleway 0525/24/2 will be repaired or replaced shortly.
- 4 Letter from DPC to owner of Motte Farm, Middlehope, expressing concerns about new concrete yard forecourt which has no way to capture the water run-off. Subsequent telephone discussions between DPC and the owner, who confirmed the works had been approved.
- 5 Road closure notifications:  
B4365 Culmington to Stanton Lacey: road closed 2<sup>nd</sup> to 27<sup>th</sup> June 2025 for site surface dressing and lining, from 9.30 – 4.00pm Monday to Friday.  
B4368 Corvedale road to Craven Arms closed 21<sup>st</sup> July to 1<sup>st</sup> August, Monday to Friday from 9.30am to 4.00 for a capital resurfacing scheme.
6. Statement of Persons Nominated to stand for election as councillors for Diddlebury Parish Council on 1<sup>st</sup> May 2025. They are Mr D Hedgley, Mr C A Martyn, Mr R Morgan, Mr T O'Boyle, Mr R Povall, Mr S Povall, Mr A K Rattu, Mrs A Watson
7. Email from Mrs Betty Manley on behalf of Westhope Village Hall Committee requesting that the defibrillator recently installed at Westhope Village Hall should be maintained by Diddlebury Parish Council,
8. Request from SALC that Diddlebury Parish Council nominates representatives to attend the Shropshire Association of Local Council's Area Committee

9. Information from SALC and from WebOrchard (DPC's website hosts) concerning changing DPC's domain name. to a UK government gov.uk domain name. To be dealt with at Item 12 on the April Agenda

10. Email from The Democratic Services Officer at Shropshire Council advising of changes to the entering of Disclosable Pecuniary Interests and other registerable interest which councillors must make upon their election and must correct during their term as a councillor if any details change. These used to be paper forms, handed out by the Clerk, but will in future be transitioned to an online system only. SALC have set up two Zoom training courses to enable councillors to understand the new on-line system. They are on 24<sup>th</sup> April 2025 at 2pm or 28<sup>th</sup> April at 4pm (Zoom joining details were provided).

### Responses

The Clerk was asked to chase Connexus as they have not yet provided a planning application concerning the houses in Mill Lane, Diddlebury.

Item 4: Councillors were not convinced that this concrete apron had been laid correctly. Cllr. Martyn and another will seek to discuss the matter further with the land owner.

Item 7: It was unanimously agreed that as DPC funds the defibrillators at Diddlebury and Bouldon it is only right that it should fund the one at Westhope too.

Item 8. It was noted that the Shropshire Assoc. of Local Council's Area Committee, which seeks representatives from DPC to attend its meeting, meets at 5.30pm which is a deeply inconvenient time for many DPC councillors.

Item 10 Some councillors were concerned to note that in future their DPI forms have to be filled in on line and submitted to SC by the 1<sup>st</sup> June. The Zoom meeting times to explain the new procedure unhelpfully falls in the middle of the working day. Not everyone has reliable Broadband. It appears this move is for SC's convenience rather than to assist councillors, who are unpaid volunteers.

### 047/25 - Finance Report for April 2025

**047/25/1: Precept : Opening balance for 2025/2026 financial year**

**£4,475.52**

### **LESS: cheques/direct debits to be drawn on Precept Funds on 23<sup>rd</sup> April 2025**

1. HSBC bank charges as at 04.04.25	£ 7.00
2. Clerk's net salary for April 2025	£286.94
3. PAYE on Clerk's April 2025 salary	£ 24.20
4. DM Payroll Services Ltd – annual pay roll administration	£120.00
5. Information Solutions Ltd –annual Website Hosting fee	£258.55
6. ICO/Data Protection Registration annual fee	£ 52.00
7. <u>Administrative expenses incurred by DPC and paid by the Clerk in April 2025</u>	
• April 2025 contribution to telephone & Broadband provision at £20 p.m	£ 20.00
• Andy Holmes – new printer, ink cartridges, Delivering and setting up the printer	£140.00
• Travel expenses at 45p per mile 23.04.25: 32 miles to Diddlebury Village Hall	£ 14.40
	£174.40
	<u>£174.40</u>

	£923.09	<u>£ 923.09</u>
<b>Balance of Precept Funds carried forward to May 2025</b>		<b>£3,552.43</b>

Cllr. O’Boyle **proposed** that the cheques & DD’s listed and totalling £923.09 be approved for payment.

Proposal **seconded** by Cllr Watson

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

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

<b>CIL/Neighbourhood Funds</b> bal. b/fwd from March 2025	<b>£2,198.05</b>
<b>Environmental &amp; asset maintenance fund</b> , bal. b/fwd from March. 2025	<b>£ 530.82</b>
<b>Legal expenses ring fenced funds</b> – bal. b/fwd from March 2025	<b>£ 750.00</b>
<b>Diddlebury Village Hall Car Park maintenance reserve funds</b> , bal. b/fwd	<b>£3,500.00</b>
<b>Reserves fund for SC elections</b> , bal. b/fwd from March 2025	<b>£ 457.73</b>
<u>Third Party Funds</u>	
<b>Corvedale Walking &amp; Footpath Group funds</b> , bal. b’fwd from March 2025	<b>£ 850.00</b>
<b>Flood Action Group funds</b> , bal. b/fwd from March 2025	<b>£ 228.46</b>
<b>Ring fenced fund for WWI Information Board</b> Minute Ref. 235/23	<b><u>£ 300.00</u></b>
<b>Total of funds</b>	<b><u>£8,815.06</u></b>

**Balance held by DPC following authorisation of payment of cheques listed**

<b>Precept Funds</b>	<b>£3,552.43</b>
<b>Ring fenced and third party funds</b>	<b><u>£8,815.06</u></b>
<b>Total funds</b>	<b><u>£12,367.49</u></b>

047/25/2: The Clerk’s Cash Book reconciliation with HSBC Bank Statement No. 392 was checked and approved by Cllr. Watson.

047/25/3: To consider quotations obtained and to propose the purchase of a notice board for the Bache Mill community.

Cllr. Pardoe was to have prepared a quotation for a wooden notice board matching others in the parish, but it will not be ready before the next meeting. The Clerk had ascertained that suitable metal boards started at around £450 plus VAT. It was agreed to defer the matter until Cllr. Pardoe’s quotation is received. (NB the new Financial Regulations require 2 estimates for goods exceeding £750)

047/25/4: To consider S.137 LGA donations. No requests had been received. The Chairman stated if no requests are received by the June meeting, no donations will be paid this financial year.

**048/25 – To consider and deal with matters relating to the 2024/2025 Audit including:**

- To approve the 2024 – 2025 Schedule of All Receipts and Payments
- To approve the financial year end bank statement/cash book reconciliation

- To approve and adopt the new Standing Orders
- To approve and adopt the new Financial Regulations

The above documents had been circulated to councillors prior to the meeting. No objections were raised or amendments sought to any of them.

The Chairman **proposed** that the parish council approves and adopts the above listed documents.

Proposal **seconded** by Cllr. Watson

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

#### **049/25 – To consider the requirement to change the DPC email address to include the Government domain name gov.uk**

DPC had previously considered adopting the domain name gov.uk but decided not to adopt it; however it now had become an official requirement. It is suggested the email address should become [clerk@diddleburypc.gov.uk](mailto:clerk@diddleburypc.gov.uk) in place of [diddleburypc@outlook.com](mailto:diddleburypc@outlook.com). It is also suggested that any councillors who generate and send emails on council business should also use gov.uk, an example is [david.hedgley@diddleburypc.gov.uk](mailto:david.hedgley@diddleburypc.gov.uk). WebOrchard, who host DPC's website, will carry out the work free of charge, but the domain name will cost £25 p.a. The Clerk's only concern is there were many lost emails and some resulting difficulties when DPC last changed its email address. She will see if both email addresses can be operated for a while.

After some discussion Councillors agreed that they would all adopt individual gov.uk domain names and the generic email address will be [clerk@diddleburypc.gov.uk](mailto:clerk@diddleburypc.gov.uk). The Clerk will now liaise with WebOrchard on the matter.

#### **050/25 - Any Other Business (for the dissemination of information only)**

050/25/1: The Chairman advised that eight existing members of the council had been nominated unopposed so there will be no need for an election in Diddlebury on the 1<sup>st</sup> May. We will seek to co-opt a ninth member in due course. He thanked all the remaining members of DPC for their hard work and support over the past four years.

The vacancy had been created by the resignation of Cllr. Tim Pardoe. DPC is very sorry to be losing Tim, who was a valued member of the council in more ways than one. Even before he joined the council Tim had contributed to his local community by erecting the notice board at Sutton. He continued his community work by commissioning notice boards and repairing them. The resurrected bus shelter at Peaton is his work, as is the really impressive picnic table shelter in the new playground. Along with his side-kick, Richard Morgan, they could always be relied on to lend a hand or undertake necessary work. As a councillor Tim always expressed his views and argued his case, even if it differed with others. Although he only served a comparatively short while as a councillor, it was a memorable one. Hopefully his Certificate of Service will be a reminder of his time with us and of our thanks for all he did for the parish.

050/25/2: The Clerk advised that Councillors Pardoe and Motley are not the only ones being acknowledged for their service to the parish and their community. The Chairman, accompanied by his wife, will be guests of HM King Charles III at a Buckingham Palace Garden Party on the 7<sup>th</sup> May 2025 – a richly deserved reward for 18 years of dedicated service to this parish council and the Diddlebury community generally.

There being no further business to conduct, the Chairman thanked everyone for their attendance. The meeting closed at 8.50pm

**The next meetings will be The Annual Parish Meeting, followed by the Annual Meeting, commencing at 7.30pm on Wednesday 14<sup>th</sup> May 2025 at Diddlebury Village Hall**

**Minutes signed by:**

**Dated:**