

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 April 2022 at 7.30pm at Diddlebury Village Hall.**

042/22 – Present

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

Apologies were received and accepted from Cllr. G Neden and Unitary Cllr. C Motley

In attendance - the Clerk and three members of the public.

043/22 – 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.

044/22 – Public involvement session.

No matters were raised.

045/22– Approval of the Minutes of the 23rd March 2022

The Minutes of the meeting on 23rd March 2022 had been circulated to councillors prior to this meeting and publicised on the website. No amendments were requested at the meeting. Cllr. S Povall **Proposed** that the Minutes of the meeting on 23rd March 2022 be adopted as a correct record of the meeting's business.

Proposal **Seconded** by Cllr. Pardoe

Vote on Proposal: Four members voted in favour, three abstained: proposal adopted by a majority vote. The Chairman signed the Minutes.

046/22: Matters arising from the Minutes of the 23rd March 2022 not dealt with elsewhere on the Agenda.

022/22/2: The Clerk has obtained four pedestrian warning signs for those stretches of Mill Lane which do not have a pavement and delivered them to Cllr. Pardoe on 13th April. Cllr. Pardoe agreed to affix the signs after he has mounted them in wooden frames.

As SC have still failed to produce any signs about dog waste, Cllr. Pardoe offered to obtain and affix such notices.

033/22/1; The Chairman had been unable to fix a meeting with Mr. Eddie West and Cllr, Motley but had telephone conversations with them both about the outstanding matters relating to funding and scheduling of the work for resurfacing the DVH car park. He had emailed all the relevant emails passing between himself, Vicky Turner and Ffion Horton to Mr West to put him in the picture. Both Mr West and Cllr. Motley have promised that the matter will now move forward, but as there is large back-log of claims, progress may not be swift.

033/22/2: Cllr. Motley has received a response from SC's IT department relating to WebOrchard not being able to supply planning information to DPC's website. The problem arose after a security update reduced public access to the Planning site. SC believe they are under no obligation to replace the service, but are liaising with WebOrchard to see what can be done as all their customers have complained about the loss of the information.

047/22 – Reports

047/22/1 – Chairman's Report:

The Chairman reported he had participated in a recent SALC Zoom meeting at which John Campion, the Police & Crime Commissioner spoke: he advised that West Mercia now have 480 extra police officers. They are working hard on the county lines problems. On average, one person per week is killed in road accidents: more resources are being put into SpeedWatch. 20mph is an enforceable issue but they prefer education and engineering to enforcement.

The Chairman has liaised with the group organising the Jubilee Celebrations: he has stated DPC will support but not promote or organise the event. Insurance had been raised as an issue. He felt event insurance was the responsibility of the premises where events are being held and any independent contractors (i.e. bouncy castle) should have their own insurance. He has had discussions with Mr Mike Davies, Planning Officer, about the latest application for housing at The Moors View.

Through the efforts of Sara Thompson a defibrillator has been obtained funded by a charity and Diddlebury Village Hall committee have agreed it can be mounted on a wall of the hall. It needs an electrical supply for which a quotation of £149.15 had been received. Payment of this sum will be discussed under Finance.

047/22/2 – Cllr. Motley's report

Cllr. Motley was unable to attend the meeting but sent a written report.

On "levelling-up" and the initiative to work through county deals, SC has been in negotiations with Powys and will continue to meet with them to explore opportunities for mutual schemes.

The Community Governance Review Board report progress on town and parish boundaries is patchy: some parishes are keen to revise their boundaries, others have not thought about it. She urges the matter be discussed at Annual Parish Meetings. This review will be overshadowed by the Local Government Divisional Boundary Review from October onwards and on which any final decisions are taken by the Boundary Commissioners.

SC's Bus Strategy put in a bid for £98 million and were awarded precisely nothing by the government in common with most neighbouring counties. The available funds all went to metropolitan authorities. Meanwhile SC is subsidising some of the Arriva commercial services in order to keep them running. Whitchurch has been granted SC funds for the provision of a swimming pool and fitness facility: Shrewsbury's swimming pool plans however are on hold.

Cllr. Motley also touched on the issue of cyber attacks, which are greatly on the increase: SC gets 175,000 attacks per day from Russia and 350,00 from China. The Clerk reported she has just started getting scam emails in Russian and Chinese.

047/22/3 – Flood Action Group report.

Cllr. Neden was unable to attend the meeting but reported by email that he has now renewed the FAG's public liability insurance using funds provided by DPC. He has chased the National Flood Forum regarding the MAM and has up-dated the Flood Response Plan in a few details.

Cllr. Neden then advised that he is resigning from running the Flood Action Group and is looking for a volunteer to take on the role. All volunteers welcome.

047/22/4 – Westhope Village Hall

Cllr. Watson advised the WVH Committee have made two grant applications for funds in the region of £25,000 to re-roof the village hall. If the grant applications are not successful, Graham Betts at SC has advised that DPC could apply to the Parish Council's Loan Board to borrow funds to re-roof the hall.

047/22/5 – Diddlebury Village Hall

Cllr. Rattu advised that the electrical work needed to install the defibrillator is happening tomorrow (28th April). There are detailed instructions on the equipment explaining how to use it, but he will investigate training courses. He will apply SmartWater to the defibrillator to protect it from theft. The DVH AGM is on the 12th May. Hall bookings continue to be good for classes and Flicks in the Sticks is well attended.

048/22 – Planning application

22/01216/OUT – outline application (all matters reserved) for the erection of two detached and one pair of semi-detached dwellings (re-submission) at proposed residential development land to the east of The Moors View, Diddlebury.

This application followed 14 days after refusal for a similar application - 22/00083/OUT - which the parish council objected to in February 2022 and SC refused permission for on 10th March 2022. The fundamental reason for the refusal of 10th March 2022 was Diddlebury is not designated as a cluster settlement for future open market housing. There were also issues about a Heritage Impact Assessment and an Ecological Appraisal not having been served with the application.

The Chairman noted there are eight public objections to this latest application. The Heritage Assessment and an Ecological Appraisal had been addressed, but the fundamental issue that Diddlebury is designated open countryside remains and therefore DPC cannot support this application.

The Chairman **proposed** that as Shropshire Council's Planning Officers have stipulated that the Applicants' site lies in Diddlebury, which is designated in SamDev as open countryside, it does not meet Shropshire Council's planning policy for open market housing on such sites. Therefore Diddlebury Parish Council is unable to support this application.

Proposal **seconded** by Cllr. Watson

Vote: Proposal carried by a unanimous vote.

049/22 - Consideration of highways and environmental matters

049/22/1: The Chairman reported the damaged bridge/road in Bouldon has still not been repaired and as the Tally Ho has reopened, more traffic and parking is occurring. He has been in touch with Andy Keyland at Highways who states he is awaiting an estimate for the repair work.

049/22/2: Residents report that recent pot-hole filling works in Mill Lane have resulted in a large pot hole at the end of the driveway of Lane House. The Clerk was asked to report this to Highways.

050/22 – To consider the following communications and correspondence received in April and to deal with any issues arising therefrom as appropriate.

1. Emails between Clerk & Mr Mark Fox of Kier re proposed closures of the B4368 affecting this parish: requesting that the notifications, road closure/diversion sign posting are better co-ordinated and the staff better briefed than last time. Works will continue between 26th April and 30th April. Diversions etc can be viewed on <https://one.network/?GB128445903>
2. Query from Cllr. Neden as to whether BT need planning permission for telegraph poles in a conservation area, especially when being sited immediately adjacent to an existing pole. The answer is they do not need planning permission.
3. Enquiries made of SALC, Craven Arms Town Council and SC as to whether they have an emergency plan available which could be implemented if the Ukraine/Russia war escalates. None of them have a plan.
4. Notification of a Cancer UK Race for Life event to be held on 19th June 2022 at the Quarry Park, Shrewsbury. Call 0345 0007002 for further details.
5. Further email from SC concerning DPC's request for bins or at least labels to place on existing bins to deal with bagged dog waste. No action has been taken and email of 31st March says the matter is now closed.
6. Email from West Mercia Police attaching DPC's completed Parish Contact Contract, in which DPC has set out its top community issues (theft from farms & houses, speeding esp. on B4368, thefts from oil tanks and internet and telephone scams.) The email asks what action DPC has taken in relation to the priorities.
7. Notification about a Shropshire Resilience Conference 2022 to be held on 19th May 2022 at Shrewsbury Town Football Club. Hefty fee includes parking, refreshments and lunch. Details from <https://resilience.shropshire.gov.uk>.
8. Invitation to send submissions to the House of Lords: they are seeking submissions on how to improve the planning and delivery of adult social care services in England. <https://committees.parliament.uk/call-for-evidence/2600/>
9. Bundle of emails between Clerk, Chairman, SALC and Mr Eddie West, Planning Policy & Strategy Manager at SC. DPC asked which developments in the parish had generated the initial £11,000 CIL entitlement (still not received) and the latest £17,896 (received).
After some persistence by DPC in seeking a response, we are told by Mr West: (a) he is a very busy man, (b) he does not have a list of developments which our CIL payments relate to..."This is not something we provide as a matter of course and I do not feel it especially relevant ... but he will try to find out." As for DPC's long awaited £11,000 CIL payment, he states..."As we have never retained any CIL Neighbourhood Fund monies for Diddlebury PC, he's not sure what £11,000 we are referring to." The saga continues.

10. Queries from Mr McMillan re various building works in the parish: answered by the Clerk.
11. Email from Gwilym Butler, Portfolio Holder at SC for Finance & Corporate Resources, advising SC have now processed the first batch of energy rebate payments, for 39,000 households. They hope to have made all payments by 30th September. Email address for queries: energy.rebate@shropshire.gov.uk
12. Notification of road closure: 20th and 21st June 2022 – Ticklerton junction by Upper House Farm.
13. Notification from SC that the planning portal will be shut down between 27th May until 31st May 2022.
14. Email from Sara Woodall, Director of Operations at Connexus, social housing providers. Attached was a list of currently vacant houses in Shropshire, many of which are at Sandpits in Ludlow.
15. Request from NALC to engage in a survey so they can gather the views/experience of parish councils regarding their finances and direct funding. Survey closes on 17th May 2022. <https://www.surveymonkey.co.uk/r/CXB6X8V>
16. Request from Mr Martyn for the following information arising from the Minutes of March 2022:
Why is there no information about the enforcement notice mentioned in the Minutes. In view of the rules about storage of silage, why has some been dumped in the quarry on the Middlehope Road. Will it be cleaned up before water pollution occurs, It was stated new ash trees could not be planted to replace those felled in Delbury Park at present because of the unknown effect of the disease on the soil. Mr Martyn states the normal advice is that ash trees should be replaced with substitute trees of a native species. Will DPC be asking the landowner to make a replacement planting? The Delbury Estate promised a significant plantation of trees last year but nothing has happened. Do DPC feel the need to ask for an up-date on this project?
17. Queries raised by Mr A Kirk re the development at the old poultry sheds, Corfton.
18. Email enquiry from Mr M Waite as to when the approved Minutes of 26th January 2022 will be available on DPC's website. Clerk has now rectified this omission and thanked Mr Waite for alerting her to it.

Responses:

- No. 14: The Clerk was asked to write to Connexus and voice DPC's concerns at the large number of empty social houses in Ludlow
- No. 16: The response to this email were discussed and the Clerk will respond accordingly.
- No. 18: Mr Kirk has tried to raise issues with the planners about works at the old poultry sheds which do not entirely accord with the various plans and conditions imposed. The Planners have refused to engage with him. He asks that DPC take this matter up on his behalf. It was agreed the Clerk will contact the Planning Dept.

051/22 – Finance Matters and Report for April 2022

1. To receive and consider applications for donations

Applications for donations had been received from the Flood Action Group for £250 and £400 from the group organising the Queen's Jubilee Celebrations.

The Chairman **proposed** that DPC make these donations.

Proposal **seconded** by Cllr. S Povall

Vote: Councillors voted unanimously to support the proposal.

It was agreed that invoices and claims up to a maximum of £400 should be submitted to the Clerk for payment.

2. Finance Report for April 2022

| | | | |
|---|------------------|------------------|------------------|
| Precept balance b/fwd from March 2022 | | | £3,211.93 |
| ADD: 2022/23 Precept | | £8,655.00 | |
| Transfers from Precept Fund to other categories: | | | |
| Legal Expenses fund | £ 750.00 | | |
| Cost of May 2021 elections | £ 792.27 | | |
| Asset & Environmental maintenance | £ 500.00 | | |
| | <u>£2,042.27</u> | <u>£2,042.27</u> | |
| | | <u>£6,612.73</u> | <u>£6,612.73</u> |
| | | | <u>£9,824.66</u> |
| Less: Cheques/debits authorised to be drawn on Precept Funds in April 2022 | | | |
| 1. HSBC – bank charges for April 2022 | | £ 6.60 | |
| 2. Clerk's net salary for April 2022 | | £250.00 | |
| 3. PAYE on Clerk's April 2022 salary | | £ 15.00 | |
| 4. SALC – 2022/23 annual subscription | | £328.75 | |
| 5. DM Payroll Services Ltd – annual payroll admin. Fee | | £ 95.00 | |
| 6. Information Commissioner's Office – Data Protection fee | | £ 40.00 | |
| 7. S.137 donations: Flood Action Group (contra a/c) | | £250.00 | |
| 8. <u>Administrative/capital expenses incurred by the Clerk in April 2022 on behalf of DPC</u> | | | |
| • April 2022 contribution to telephone & Broadband provision @ £20 per month | £20.00 | | |
| • Ink Spot Ltd. Pedestrian warning signs | £28.80 | | |
| • Badger Inks Ltd. Ink cartridges for new printer | £23.98 | | |
| • 1 pkt A4 copy paper | £ 3.99 | | |
| • Travelling expenses claimed at 45p 27.04.22 – to Diddlebury VH for P.C meeting 36 miles @ 45p | <u>£16.20</u> | | |
| | <u>£92.97</u> | <u>£ 92.97</u> | |
| Total of April 2022 administrative expenses | | £1078.32 | <u>£1,078.32</u> |
| Balance of Precept Funds c/fwd to May 2022 | | | <u>£8,746.34</u> |

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

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|--|--|-------------------|-------------------|
| • Community Infrastructure Levy /Neighbourhood Fund | | | |
| Balance b/fwd from March 2022 | | £6,564.61 | |
| ADD: 2021 Neighbourhood Fund payment made 08.04.22 | | <u>£17,896.83</u> | |
| | | £24,461.44 | £24,461.44 |
| • Environmental works & asset management fund | | | |
| Balance b/fwd from March 2022 | | £1,424.27 | |
| ADD: Transfer from 2022/23 Precept payment | | <u>£ 500.00</u> | |

| | | |
|--|-----------------|------------------|
| | £1,924.27 | |
| LESS: Invoice 20.3.22 from James Bent for painting Railings in Westhope | <u>£ 125.00</u> | |
| | £1,799.27 | £1,799.27 |
| | | |
| • Flood Action Group funds - balance b/fwd from March | £ 5.35 | |
| ADD: S.137 donation from DPC by contra a/c 25.4.22 | <u>£250.00</u> | |
| | £255.35 | £ 255.35 |
| | | |
| • Ear-marked reserves for DVH car park resurfacing | | £4,723.39 |

Cllr. Watson **proposed** that the cheques/contra account transfers listed above be approved for payment.

Cllr. O’Boyle **seconded** the proposal.

Vote: councillors voted unanimously in favour of the proposal.

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

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|---|--------------------------|
| 1. Precept | £ 8,746.34 |
| 2. Community Infrastructure Levy/Neighbourhood Fund | £24,461.44 |
| 3. Environmental works & asset maintenance fund | £ 1,799.27 |
| 4. FAG third party funds | £ 255.35 |
| 5. Reserve Fund - Ear marked for DVH car park repairs | <u>£ 4,723.39</u> |
| Total: | <u>£39,985.79</u> |

4. Bank statement and cash book reconciliation

Verification by Councillors of the Clerk’s reconciliation between HSBC bank statement 356 and DPC’s Cash Book was conducted by Cllr. O’Boyle and approved.

5. To consider financial responsibility for the defibrillators

The defibrillator in Bouldon and the one in Diddlebury had been supplied at no cost to the parish council. The electrical supply for the one in Diddlebury will cost £149.15, and both defibrillators will have on-going maintenance costs, which it is believed will be of a minor order. It was felt that as they are community assets, DPC should assume these costs. It is understood they will be insured by DHV committee and the householder in Bouldon. The Chairman **proposed** that Diddlebury Parish Council should assume financial responsibility for the installation and on-going maintenance for the two community defibrillators.

Proposal **seconded** by Cllr. Rattu

Vote: Councillors voted unanimously to support the proposal.

The approval of the Schedule of all Expenses and Receipts is deferred to the May meeting.

052/22 – Review of progress of the Community Governance Review

In the absence of Cllr. R Povall it is not known what changes to the parish boundaries have been requested. Parishioners are invited to attend the Annual Parish Meeting on the 25th May 2022 to raise any views they have on the matter of the parish boundaries and whether they seek any changes,

053/22 – Any Other Business (for dissemination only).

No matters were raised.

There being no further business to conduct, the Chairman closed the meeting at 9.00pm and thanked everyone for their attendance.

The next meetings are The Annual Parish Meeting, the Annual General Meeting and an ordinary business meeting, all to be held on Wednesday 25th May 2022 commencing at 7.30pm at Diddlebury Village Hall

Residents of Diddlebury Parish are asked to attend the Annual Parish Meeting to raise any views they may have on changes to the parish boundaries.

Minutes signed by: David Hedgley

Dated: 25th May 2022