

1 **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 23rd March 2022 at 7.30pm at Westhope Village Hall.**

028/22 – Present

Cllr. D Hedgley - Chairman, Cllr. G Neden, Cllr. S Povall, Cllr. A Watson, Cllr. T Pardoe.

Apologies were received and accepted from Cllr. O'Boyle, Cllr. Rattu, Cllr. Morgan and Cllr. R Povall

In attendance - the Clerk, Unitary Cllr. Motley and two members of the public.

029/22 – 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.

Cllr. S Povall made a declaration of interest for planning application 22/00778/OUT and left the meeting room whilst that application was dealt with.

030/22 – Public involvement session.

No matters were raised.

031/22– Approval of the Minutes of the 23rd February 2022

The Minutes of the meeting on 23rd February 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 February 2022 be adopted as a correct record of the meeting's business.

Proposal **Seconded** by Cllr. Neden

Vote on Proposal: Four members voted in favour, one abstained: proposal adopted by a majority vote.

The Chairman signed the Minutes.

032/22: Matters arising from the Minutes of the 23rd February 2022 not dealt with elsewhere on the Agenda.

022/22/2: It was agreed that the Clerk will investigate obtaining pedestrian warning signs for those stretches of Mill Lane which do not have a pavement. Cllr. Pardoe agreed to affix the signs once obtained.

The Chairman advised he has obtained 10 Jubilee signs.

033/22 – Reports

033/22/1 – Chairman’s Report:

The Chairman reported he had posted various Safe Neighbourhood signs around the parish. He had investigated with Mike Woodhouse the anonymous correspondence concerning the breaching of a S.106 agreement prohibiting the driving of agricultural vehicles across the DVH car park to access the field by the school. He had spoken to Cllr, Morgan who had at times used this route to access the field, unaware that there was any prohibition on him doing so: he confirmed he is no longer renting the field in question.

He has been in communication with Cllr. Motley and Mr Eddie West of SC about the CIL money and resurfacing of the DVH car park, plus he had tried to establish whether the £17,896.83 Neighbourhood Fund which DPC is due to receive in April includes or excludes the £11,000 DPC is already owed. Oddly, SC will not provide that information. He is trying to set up a meeting with Cllr. Motley and Mr West to get the CIL saga, which started in 2019, settled: he is happy to go to the Shirehall; however Cllr. Motley advised Mr West is not working from Shirehall: she advised the Chairman to write to Tracey Darke to establish who exactly is dealing with CIL as in addition to taking over CIL from Ffion Horton (who is not apparently an SC employee), Mr West is also dealing with Place Plan Reviews and is overwhelmed.

The Chairman had prior to this meeting attended a Zoom meeting about CIL entitlement and established that CIL arises on open market houses and extensions over 100 sq. metres: he has also learned the various intricacies of how the CIL payments are calculated and what projects they can be used for.

The Chairman reported he had queried an Enforcement Notice DPC had received and established what land it related to.

He had heard from Sally Woodhouse that events in Diddlebury have so far raised £333 for Ukraine Aid and he thanked all involved.

033/22/2 – Cllr. Motley’s report

Cllr. Motley reported on recent decisions taken by the SC Cabinet which included an expansion of library provision and community organisations to deal with mental health issues. Nothing has been heard from government concerning transport funding. Arriva, who operate a bus service between Ludlow and Shrewsbury, want to reduce the service as it is loss making: SC are trying to find ways of supporting this service, possibly by involving other bus companies including those which operate the school bus service.

She agreed to chase SC’s IT department again about DPC’s website problems with WebOrchard. She has spoken to Mr Bergius about his planning application: he has had no response from the Planning Department and is in danger of losing potential tenants.

She reminded councillors about the Shropshire Local information service operated from Ludlow library, run by SC’s Customer Services.

033/22/3 – Flood Action Group report.

Cllr. Neden reported that over the past month the FAG has contacted the Zurich Insurance Company regarding a renewal of our Public Liability Policy and has established the likely renewal premium is £172.74 - and notified this to the Clerk to the Council. Based on this figure and an estimate of our normal outgoings for the next year, we have requested a donation for the forthcoming financial year in the sum of £250.00.

We have chased the NFF regarding the next MAM meeting and updated the Flood Response Plan in a few details.

033/22/4 – Westhope Village Hall

Cllr. Watson advised a meeting has been held attended by her, Cllr Rattu for DVH and the school's headmaster to plan Jubilee Celebration events and a further meeting is scheduled for 7th April.

WVH Committee have set up an appeal for funds to re-roof the hall: they have organised events including a forthcoming curry, comedy and promises auction – and they are pursuing various grant options.

034/22 – Planning applications

22/00595/FUL - application for the erection of a farm building for storage of manure, at Honeydene Farm, Mill Lane, Diddlebury SY7 9DH

There were no public objections to this application but the FAG and SUDS require a flood risk assessment be carried out and it is hoped this will occur prior to the planners taking a decision on this application. Cllr. S Povall advised that farmers are now required to store manure under shelter to prevent it mixing with rain water and polluting watercourses. There were no objections to the building per se as it was on a scale and of a style which fitted with other buildings on this site. The Chairman **proposed** that DPC should support this application and raise no objections to it. Proposal **seconded** by Cllr. Pardoe

Vote: Councillors voted unanimously to support the proposal.

22/00778/OUT – outline application for the erection of an agricultural worker's retirement dwelling to include access, on land south of Corfton Farm, Corfton.

Cllr. S Povall left the meeting during discussion of this application.

The Chairman outlined the basis of this application and advised it arises as part of a retirement plan for Cllr. Povall and his wife, to enable their son to move into the main farmhouse when he assumes management of the farm. Cllr. Povall wishes to remain on the site to lend assistance as and when needed. It was noted there were no public objections to the application. It is understood there will be a condition tying this new house to the farm so it can't be sold off separately. After discussion, the Chairman **proposed** that DPC should support this application and raise no objections to it.

Proposal **seconded** by Cllr. Neden

Vote: The four members present voted unanimously to support the application.

035/22 - Consideration of highways and environmental matters

The Chairman advised that the school has not been notified that the B4368 is to be closed from Morville to Craven Arms on 11th April. Cllr. Watson advised that last time this had happened there had been no closure warning signs or diversion signs employed, resulting in chaos on the B4368: she and neighbours had been forced to assist motorist with alternative routes advice. The highway's operative positioned in Diddlebury didn't even know which direction Bridgnorth was in and was misdirecting traffic. It is hoped the Highways will manage this closure more appropriately with adequate diversion signs and better notifications warning of the closure. The Clerk will make enquiries.

036/22 – To consider the following communications and correspondence received and to deal with any issues arising therefrom as appropriate.

1. Further Email between Clerk to Jane Salisbury at StreetScene, Shropshire Council re affixing of dog litter signs to existing litter bins: Advising them that, despite promises, the signs have not been affixed to Diddlebury bins: asking them to send us the notices so we can affix them ourselves.

2. Response from Dept. for Digital, Culture, Media and Sport concerning to Cllr. Rattu's response to the public consultation concerning planned Gigabit Project funding for broadband infrastructure. Cllr. Rattu advises Gigabit White postcode interventions for Burwood, Corfton & Middlehope are eligible for funding. The next step is for BDUK to identify the premises within the postcodes that will be eligible for subsidy.
3. Confirmation Mr James Bent that painting the railings in Westhope will cost £150 plus paint. He has been asked to proceed with the work.
4. Bundle of anonymously submitted papers directed to the Head of Planning Enforcement at SC concerning agricultural vehicles accessing to the field adjacent behind Church Farm and the school, by utilizing the village hall car park, in contravention of a S.106 agreement.
5. Notification of road closure on road at Upper Affcot from A49 towards Alcaston from 21st March to 10th April 2022.
6. Letter /email from The Green Lane Association in response to the GLEAM paper considered by DPC last month.
7. Email notification from West Midlands Community Flood Resilience re their launch event on 6th April 2022 at 7 – 8pm. Details available from abi.rees@groundwork.org.uk.
8. Email – Chairman to Mr E West of Shropshire Council concerning the status of the CIL funds due to DPC.
9. Schedule of Neighbourhood Funds to be paid to town and parish councils after 25th April 2022. DPC is due to receive £17,896.83.

The Chairman suggested perhaps the £17,896.83 could be put towards DVH car park, supporting the roof renovation at Westhope Village Hall or permanent speed awareness devices for the B4368, as at present there are no other parish infrastructure needs.

037/22 – Finance Report for March 2022

1. <u>Precept balance b/fwd from February 2022</u>	£3,764.18
Less: Cheques authorised to be drawn on Precept Funds in March 2022	
1. HSBC – bank charges for March 2022	£ 7.40
2. Clerk's net salary for March 2022	£236.54
3. PAYE on Clerk's March 2022 salary	£ 11.80
4. <u>Chairman's expenses:</u> Ink cartridge	£25.01
Platinum Jubilee signs	<u>£53.30</u>
	<u>£78.31</u>
	£ 78.31
5. CommuniCorp : "Clerk's Direct": annual subscription	£ 12.00
6. <u>Administrative/capital expenses incurred by the Clerk in March 2022 on behalf of DPC</u>	
• March 2022 contribution to telephone & Broadband provision @ £20 per month	£20.00
• Refund of payments made to Andy Holmes	
Purchase of replacement printer, setting it up,	

plus a set of replacement ink cartridges -	£140.00	
Replacing Kaspersky anti-virus protection with		
F-Secure anti-virus protection	£ 30.00	
• Travelling expenses claimed at 45p		
23.03.22 – to Westhope VH for P.C meeting		
36 miles @ 45p	£ 16.20	
Total of administrative expenses	£206.20	£206.20
Total claim on Precept funds in February 2022	£ 552.25	£ 552.25
Balance of Precept Funds c/fwd to March 2022		<u>£3,211.93</u>

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

- **Community Infrastructure Levy /Neighbourhood Fund**
Balance b/fwd from February 2022 **£6,564.61**
- **Environmental works & asset management fund**
Balance b/fwd from February 2021 **£1,424.27**
- **Flood Action Group funds-** balance b/fwd from February 2022 £178.09
Less: Payment to Mr G Neden re 22/23 insurance premium £172.74
£ 5.35 £ 5.35
- **Ear-marked reserves for DVH car park resurfacing** **£4,723.39**

Cllr. Watson **proposed** that the cheques listed above be approved for payment.

Cllr. Pardoe **seconded** the proposal.

Note: councillors voted unanimously in favour of the proposal.

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

1. Precept	£3,211.93
2. Community Infrastructure Levy/Neighbourhood Fund	£6,564.61
3 Environmental works & asset maintenance fund	£1,424.27
4. FAG third party funds	£ 5.35
5. Reserve- Ear marked DVH car park repairs	<u>£4,723.39</u>
Total:	<u>£15,929.55</u>

4. Bank statement and cash book reconciliation

Verification of the Clerk's reconciliation between HSBC bank statement 355 and DPC's Cash Book was conducted by Cllr. Watson.

5. Section 137 donations to be awarded in 2022/2023

The Clerk advised only one request had been made so far - £250 for the Flood Action Group. Councillors felt up to £350 should be made available for the Jubilee Celebrations.

038/22 – Review of progress of the Community Governance Review

In the absence of Cllr. R Povall this matter was deferred to the April meeting. Heather Coonick, Clerk of Culmington Parish Council, had asked for DPC's proposals and was advised Cllr. R Povall is dealing with the matter. The Chairman had read papers circulated by

the Clerk about the mechanics of this Review and questioned Cllr. Motley about it: he had read if 37.5% of the population in a parish want changes, they can trigger a petition. Cllr. Motley agreed to look into the mechanics of this Review and report back to DPC in April or at the May meeting.

039/22 – Review of the Register of Assets

The Clerk had noted the new printer on the Register of Assets. The format of the Register is in need of a full review and the Clerk will discuss it with the auditor with a view to making changes in 2022/2023.

040/22 – Further consideration and/or adoption of a grievance procedure for DPC employees.

Taking into account comments raised at previous meetings, the Clerk had re-drafted and circulated a revised Grievance Procedure. After consideration of the revised document, the Chairman **proposed** that the Grievance Procedure for Employees be approved and adopted by DPC.

Proposal **seconded** Cllr. Neden

Vote: Councillors voted unanimously to support the proposal.

041/22 – Any Other Business (for dissemination only).

The Chairman voiced his concerns about the implications for the Corvedale as a whole arising from the war in Ukraine and the lack of any advice from Shropshire Council about possible issues that may need precautionary planning. These concerns included the issue of Ukrainian refugees being accommodated and supported locally and the wider civil defence concerns should the war escalate: in particular what precautions residents should be taking now in the event of a nuclear option being deployed. It was agreed the Clerk will contact both Shropshire Council and Craven Arms Town Council to see if they have an emergency plan DPC can study.

There being no further business to conduct, the Chairman closed the meeting at 9.15pm and thanked everyone for their attendance.

The next meeting will be held on Wednesday 27th April 2022 commencing at 7.30pm at Diddlebury Village Hall

Minutes signed by: David Hedgley

Dated: 27th April 2022