

DIDDLEBURY PARISH COUNCIL

Chairman: Cllr D Hedgley

Clerk: Mrs Jean de Rusett, The Grange, Leinthall Earls, Leominster, Herefordshire HR6
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MINUTES

**Of the Parish Council Meeting
held on Wednesday 24th February 2016, 7.30pm at Diddlebury Village Hall**

014/16: Present and apologies for absence

Cllr. D Hedgley, Chairman, Cllr. M Fowler, Cllr. T O'Boyle, Cllr. M Thomas, Cllr. R Povall, Cllr. K Worthington and Cllr. A Watson

Apologies

Apologies were accepted from Cllr. Selina Thomas and Cllr. S Povall

In attendance:

The Clerk Mrs J de Rusett, Unitary Cllr. C Motley and two members of the public.

015/16: Declarations of Interest relating to this meeting.

Members are requested to declare any Disclosable 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.

The Chairman declared an interest in item 17 in the list of correspondence, on the basis his daughter operates a dog grooming business: he therefore took no part in the discussion concerning this item.

016/16: Public involvement session:

No matters were raised.

017/16: Approval of the Minutes of the Parish Council Meeting on 20th January 2016.

The Minutes of the Parish Council Meeting held on 20th January 2016 had been circulated prior to the meeting. Cllr. K. Worthington proposed that the Minutes be approved as a correct record, Cllr. A. Watson seconded the proposal: the members by a majority voted to approve the Minutes and they were duly signed by the Chairman.

018/16: Matters arising from the Minutes of the Parish Council Meeting of 20th January 2016 not dealt with elsewhere on the Agenda

006/16: The Chairman advised that two local residents had arrived before the meeting commenced, in the belief that the issue of new houses in Lower Corfton was going to be an Agenda item: they were advised that no planning application has as yet been received, and

the matter will not be debated until an application is received. The Chairman has revisited the Diddlebury Place Plan with Cllr. Selina Thomas and confirmed the responses of local residents concerning housing development at Lower Corfton: 42% of the population had responded to DPC's questionnaire. 60% of respondents were in favour of new houses being built, 40% were not.

Of those in favour, they were split between those wanting 1 - 5 new houses, and those wanting 6 - 20 (4 respondents each) plus 2 who wanted 6 - 12 and 2 who wanted 21 - 50 houses. All respondents were agreed that any building materials used should be in keeping with existing buildings.

131/15: Cllr. R. Povall spoke on behalf of Cllr. S Povall, who is abroad, concerning screening of the new barns at Corfton Farm. He advised that crushed stones are being delivered this week and next week a bund scheme comprising of tree planting and hedge planting will commence with a view to screening the new barns. New hedging will also be planted along the main road.

Cllr. M Thomas enquired whether any planting had been done for screening relating to Ms G Morgan's planning application at Honeydene. No one knew: Cllr. O'Boyle agreed to walk the adjacent footpath to check.

133/15/2: The Chairman advised that Mr Chris Jackson of Highways Dept. is very ill and on being released from hospital following tests, had suffered a heart attack. A card with DPC's best wishes has been sent.

Mr Andy Keeland has taken over Mr Jackson's duties for now, and has been approached about issues in Boudon (problems with the bridge, a landslip and frequent flooding covering the road caused by water run-off from the surrounding hill).

019/16 - Reports

019/16/1 - Chairman's Report

During the past month the Chairman has been in contact with Highways Dept. on a number of occasions: first with the Boudon issues mentioned above. Secondly, he had been contacted by Mr L Robinson of Middlehope. Walkers often park their cars on verges in Middlehope. This ad hoc parking is causing damage to the verges and mud transference onto the road. The Chairman advised he will make a request to Highways for some verges to be cleared and covered with scalplings. It is a matter which can also be considered when the issue of an HMO is resolved. He is in active discussions with the Chairs of Culmington and Munslow to explore the possibility of all three parishes funding a part-time HMO.

The Chairman has also spent time considering with DPC members and Mr Woodhouse the proposed division of the parking areas in the DVH car park, as detailed in a plan and discussion brief produced and circulated by the DVH committee. This item will be fully discussed under the agenda item Other Member's Reports.

He concluded his report with a round-up of local rural issues and the police report.

019/16/2 - Unitary Councillor's Report

Cllr. Motley advised that it had previously been agreed that Place Plans would not be reviewed this year: this has changed and there is to be a review: notification will be issued shortly. She reminded that where there is an agreement in DPC's Place Plan to allow new

housing, the number of houses can be increased during a review, but the number of houses cannot subsequently be reduced.

The LEADER scheme is now functioning and so far 65 applications have been approved. There is not as much funding as hoped, as there have been problems with exchange rates.

The election for a new Police Commissioner will take place in May, as Bill Longmore is retiring. With the EU referendum in June, the next few months will be busy.

Claire Porter, the Monitoring Officer of SC had circulated a letter to all parishes indicating that in future town and parish councils will have to pay the full cost of elections as the SC subsidy is being withdrawn. The Clerk had endeavoured, unsuccessfully, to ascertain what sum the full cost of an election would be. Cllr. Motley had made enquiries as there had been disquiet expressed by some parish councils at having to bear an unknown cost. She had discovered that most Local Authorities had long since withdrawn the subsidy; to do so will save SC £50,000. As far as she can ascertain, the situation is :

- If a parish council holds a contested election, it will have to bear the full cost of the election. Diddlebury had to pay £1065.37 for the subsidised 2011 election. The best estimate of the full cost is £1540.
- If the parish council election is combined with an election for a Unitary Councillor, the parish council will only be charged half the actual cost of the election.
- If the parish council has an uncontested election, the election cost will remain at £100, or £100 per group or ward for those parish councils which are grouped/warded.

The Chairman thanked Cllr. Motley for investigating this matter.

019/16/3 - Diddlebury Village Hall Report

Cllr. O'Boyle reported that tenders are being received for the work on the village hall and it is hoped work will commence late May/June. There is a £55,000 shortfall in funding, and he encouraged everyone to support the various fund raising events which are being held.

It was agreed that Item 12 on the correspondence list - namely the DVH Committee's plan and suggested scheme for designated parking arrangements in the village hall car park, a copy of which had been circulated to all members - should be discussed at this juncture. The Chairman and Cllr. Fowler had concerns about the proposal: it could be viewed as one party trying to unilaterally impose its scheme on all other legitimate users of the car park. Cllr. O'Boyle pointed out that for years the issue of parking had been on the agenda and discussed exhaustively, but the problem has never been resolved. Numerous complaints have been received by DVH Committee from the school and adjacent residents concerning the haphazard and discourteous parking by some members of the public, particularly those collecting and delivering school children, which leads to vehicles blocking entrances to properties and emergency exits. The DVH committee had taken the initiative and produced a discussion paper and plan, not a dictat.

Cllr. R Povall congratulated Cllr. O'Boyle and the DVH on taking the initiative in this matter: he felt that DVH's proposed plan was a good template for the resolution of the matter. After further discussions it was agreed to see how the proposal worked in the interim. Further consultation would be taken with all interested parties to put a long term plan into place: this should not be held until after the construction works at the village hall have been completed. It was also agreed that DPC would try and support the cost of the necessary resurfacing of the car park.

019/16/4 - Flood Action Group

Cllr. O'Boyle reported on a useful flood prevention measures film, held on 26th January at Culmington Village Hall, followed by discussion about flood prevention measures Culmington have taken. Local landowners have been contacted with a view to creating systems to slow down the amount of water flooding into streams and drains. Cllr. O'Boyle made an appeal for anyone in the parish who has knowledge about any blocked or troublesome drains to contact him. Notification of any serious flooding incidents should be reported to Shropshire Council on 0345 678 9000.

There is to be a meeting (to prepare for a multi-agency meeting of the Flood Action Group) at the Parish Rooms in Diddlebury on 15th March 2016 at 6.30pm. Cllr. O'Boyle also mentioned that a number of trees had been felled in the parish: as trees absorb lots of water he enquired whether there is any tree replacement scheme currently in operation. Cllr. R Povall (Tree Warden) agreed to make enquiries.

019/16/5 - LJC

Cllr. Fowler reported she had been unable to make the last LJC meeting due to work commitments. She had received the Minutes. The youth club in Craven Arms has ceased to exist and money awarded to it has been sent instead to a group organising holiday schemes. A resilience audit is being conducted to determine what activities/support groups exist in the Corvedale. The next LJC meeting is at Aston On Clun on 9th March 2016 at 7.30pm.

020/16 - Planning Matters

020/16/1 - 16/0002/FUL - an application by Mr C Brown of Bache Barn, Westhope, SY7 9LG for the erection of a single storey rear extension following the demolition of the existing structure was considered by the members.

The building to be demolished was a tumbledown shed. A review of the plans elicited the general view that the proposal lacked aesthetic appeal, but as it was not overlooked and couldn't be seen from the road, it was not an issue.

Cllr. Hedgley proposed that DPC support the application: this was seconded by Cllr. R Povall and unanimously agreed by the members.

020/16/2 - 16/00152/FUL - an application by Ms F Cooper of 2 Stone Cottages, Peaton, SY7 9DL for the formation of a vehicular access for off-road parking following the removal of part of a stone wall, was considered by the members.

It was felt by the members that the applicant would be well advised to have gates included in the scheme, failing which she might get unwelcome visits from animals. Apart from that there was nothing contentious about the application.

Cllr. R Povall proposed that DPC support the application: seconded by Cllr. Worthington and unanimously agreed by the members.

021/16 - Highways Issues

021/16/1 - Highways problems around the parish

The Chairman reported on problems by the bridge in Bouldon, which Highways are looking into. There has also been a landslide by the bridge before the Tally Ho, which has caused a

15 foot drop at the side of the road. The drains in Bouldon all need clearing as every time it rains the road is flooding. It was agreed the Clerk will put these matters in writing to the Highways Dept.

Cllr. Worthington reported a large pot hole on the B4368 by Corfton. Cllr. R Povall will locate and report it.

021/16/2 - HMO Link with Culmington Parish

The Chairman advised that both Culmington and Munslow have applied for Highways Grants of £3,000 each and are tentatively considering joining forces to appoint a part-time HMO to serve both parishes. The Chairman has spoken to our HMO, Mr Tony Capleton, and he has advised his new gardening business makes it impossible for him to continue in his role of HMO, although he is happy to do urgent work pending the appointment of a successor.

021/16/3 - 2016/2017 Highways & Environmental Grant

In view of Mr Capleton's resignation it was agreed DPC will submit a Grant seeking £3,000 and if it is awarded, will discuss a jointly appointed HMO with Culmington and Munslow.

022/16 - Correspondence and Communications

The members considered the following items of correspondence.

1. 05.01.16 - Letter NHS Commissioning Group, re NHS111 and GP Out of Hours Services - seeking consultation on their proposals.
2. Email response by Clerk to the above letter - 25.01.16: receipt of response acknowledged by Email on 25.01.16 from T Eggby-Jones.
3. 26.01.16 - email invitation to Road Safety Event on Thursday 3rd March 2016, 5.30pm to 7.30pm at Shirehall, Shrewsbury.
4. 18.01.16 - email from Kate Adams, Street Scene Manager, SC Highways Dept. re Chris Jackson, who is ill will not be back at work for some long while. Highways problems in the meantime to be reported to the Customer Services Centre on 0345 678 9006 or by email to SouthShropshireHighways@shropshire.gov.uk.
5. 16.02.16 - letter from the Electoral Registration Officer, Shropshire Council, advising that parish councils elections expenses will no longer be subsidised by Shropshire Council.
6. Article by Chairman for Corvedale News re 2016/2017 Precept
7. 21.1.16 - notification of road closure 8th - 18th April 2016 B4388 at junction with A458 at Morville.
8. Notification of Neighbourhood Plan Roadshow - 10 - 12.15pm on Tuesday 22nd March 2016 at Castle Hall, Bridgnorth hosted by CPRE and the Dept. of Communities & Local Government
9. Notes of meeting 10th Feb. 2016 between Cllr. M Pate, Cllr. C Motley and Cllr. Clive Wright dealing with financial difficulties arising from Shropshire Council's 3 year financial strategy.

10. 22.2.16 - notification of road closure and diversion route - 29.03.16 - 06.04.16 - Mill Lane. Diddlebury.
11. 22.2.16 - notification of cancellation of SALC area committee meeting on 18th February: now to be held on Thursday 3rd March 2016 at 7.30pm (venue not stated - agenda to follow)
12. Notification from Diddlebury Village Hall Committee on suggested parking arrangements for the car park fronting the village Hall, with the Chairman's response.
13. 18.2.16 - notification of the Annual Town & Parish Emergency Planning Briefing 2016. Wednesday 15th June 2016, 6.30pm at the Shirehall, Shrewsbury.
14. 19.2.16 - notification from Tony Bennett, DVH Treasurer as to hire arrangements for DVH: it is estimated DVH will not be available for hire from May 2016 to March 2017. (Chairman has contacted the school to see if we can use their hall).
15. 22.2.16 - resignation of Mr T Capleton from his role as HMO.
16. 23.2.16 - invitation to attend a Big Conversation Action Planning Workshops on either 29th February 2016, 1 - 4pm at Shrewsbury Town Football Club, or 1st March - 9.45 - 12.45pm also at Football Club. Please rsvp if you intend to attend - bigconversation@shropshire.gov.uk
17. 23.2.16 - email Clerk to Planning Department re possible breaches of planning regulations at Karray Cottage, Lower Corfton and their response.
18. Copy of 13 page document produced by Shropshire Council on "Public Rights of Way: a guide for landowners and farmers".

Item 10:

Clerk to seek explanation as to why the whole of Mill Lane is to be closed for a week to facilitate repairs to a small area of pavement.

Item 17.

The Chairman, having made a Declaration of Interest, took no part in this discussion. A possible breach of planning/change of use has been reported to the Council concerning Karray Cottage, Lower Corfton: a dog grooming business has been set up in a residential building. The Clerk has checked and no planning or change of use applications have been made.

Cllr. Worthington proposed an enforcement enquiry should be submitted: seconded by Cllr. Watson and approved unanimously.

023/16 - Review of a replacement for the current DPC website

Prior to the meeting the Clerk had circulated an email detailing the cost of setting up a new dedicated website through The Web Orchard, a Shrewsbury based firm involved with community websites. To set up a DPC dedicated website would cost £200, to transfer all our existing website information on to it is £300, training for the users will be £185, and the annual fee for hosting, software maintenance, email and telephone support is £190 - so the total cost to set the new website up and host it for the first year would be around £900, leaving £1104 from the Grant received of £2004.20 for equipment and on-going annual

charges. The Clerk was keen on this system as it offered the support of a helpline which is a feature absent from all free website providers.

Mrs Sara Thompson who kindly maintains the website for the parish council has been looking into a BT website community kit, which is free and has no annual costs. After debating the issue, it was left to the sub-committee of Mrs Thompson, the Clerk and Cllr. Robert Povall to agree between them which provider to go for, and they are unanimously authorised by the council to proceed with their chosen provider.

024/16 - Review of Diddlebury Parish Council meeting places whilst Diddlebury Village Hall is undergoing renovation.

DVH will not be available from May onwards. It was agreed that the Annual Parish Meeting/Annual General Meeting on 25th May 2016 will now be held in Westhope Village Hall.

Cllr. O'Boyle proposed that those meetings which would have been held in DVH should instead be held in the Parish Room. The Chairman advised the school has confirmed meetings could be held in the school hall if necessary. Depending on the agenda, a larger venue than the Parish Room may be needed. No firm decision, other than the May meeting, was made at this stage. A temporary revised list of meetings is annexed to these Minutes.

025/16 - Finance

025/16/1 - February 2016 Finance Report

Balance of Precept Funds brought forward from January 2016		£5,397.19
Less: cheques authorised for payment on 24.02.16		
1. Clerk's net salary for February 2016	£113.27	
2. HMRC – PAYE on Clerk's salary for February 2016	£ 28.40	
3. Clerk's expenses for February 2016 (itemized below)	<u>£ 21.44</u>	
Total deductions from Precept Funds for February 2016	<u>£163.11</u>	<u>£ 163.11</u>
Balance of Precept Funds carried forward to March 2016		<u>£5,234.08</u>

Clerk's expenses for February 2016

1. February 2016 contribution towards telephone and Internet expenses		£ 5.00
2. 6 x 2nd class stamps		£ 3.24
3. Travelling expenses claimed at 30p per mile 24.02.16 - Leinthall Earls to DVH - 44 miles		<u>£13.20</u>
Total expenses claimed		<u>£21.44</u>

Total funds held by Diddlebury Parish Council after this meeting

1. Balance of Precept Funds c/fwd to February 2016	£5,234.08
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2.	Highways & Environment Grant funds b/fwd from January 2016		£1,527.07
3.	Other ring-fenced sums held in Diddlebury PC's Account		
	• Corvedale Youth Club		£ 650.39
	• Diddlebury Stream Management Group		£ 128.75
	• Balance of Donations for War Memorial Appeal fund b/fwd from January 2016	£123.00	
	Less: D. Hedgley - 1 book for WW1 articles @ £17.87	<u>£ 17.87</u>	
		<u>£105.13</u>	£ 105.13
4.	Transparency Code Funding Grant - received 23.02.16		<u>£2,004.20</u>
	Total of DPC funds c/fwd to March 2016		<u>£9,649.62</u>

Cllr. K Worthington proposed that the Finance Report be accepted and the cheques authorised: seconded by Cllr. Fowler and unanimously approved by the members.

025/16/2 - Cash Book/ HSBC Bank Statement No. 279 dated 14th February 2016 - reconciliation prepared by Clerk. Checked and verified by Councillor. R Povall.

026/16 - Any Other Business (for dissemination of information only)

The Chairman reported he had been contacted by Mr Mike Woodhouse of the DVH Committee and asked that DPC instruct its solicitors to act in the matter of a Legal Charge being taken over Diddlebury Village Hall: the Big Lottery Fund is seeking a legal charge to secure the lottery grant funds. DVH are instructing Manby Steward, who need the details of DPC's solicitors. DPC's solicitors were Phillips & Co, of Corve Street, Ludlow now trading as MFH. It was unanimously agreed that the Clerk should contact the solicitors and instruct them to act for DPC in this matter..

There being no further business, the meeting closed at 10.10 pm
Date and venue of next meeting:
7.30pm on Wednesday 23rd March 2016 at Westhope Village Hall.

MINUTES SIGNED BY _____

DATED _____

DIDDLEBURY PARISH COUNCIL

REVISED MEETING DATES 2016

Diddlebury Parish Council will hold meetings on the following dates, commencing at 7.30pm. Some Meetings are held in Westhope Village Hall and the remaining meetings will be held in Diddlebury Parish Room whilst the renovations proceed on Diddlebury Village Hall.

At the AGM in May 2016 a proposal will be debated to reduce the number of Parish Council from eleven to nine per annum, by cancelling the meetings in April, August and December. If this proposal is adopted at the AGM, a revised list of meeting dates will be circulated.

If for any reason a meeting date has to be changed, or an additional meeting has to be held, posters will be displayed on all the parish notice boards and on the Diddlebury Parish Council website - www.2shrop.net/Diddlebury. Copies of the Minutes and Agendas will also be available on the website or from the Clerk - diddleburypc@gmail.com or call 01568 770640

2016

Wednesday 23rd March 2016	7.30pm	Westhope Village Hall
Wednesday 27th April 2016	7.30pm	Diddlebury Parish Room
Wednesday 25th May 2016	7.30pm	Westhope Village Hall APM & AGM
Wednesday 22nd June 2016	7.30pm	Westhope Village Hall
Wednesday 27th July 2016	7.30pm	Diddlebury Parish Room or School
Wednesday 24th August 2016	7.30pm	Diddlebury Parish Room or School (This meeting may not be needed if the new schedule is agreed at the AGM)
Wednesday 28th September 2016	7.30pm	Westhope Village Hall
Wednesday 27th October 2016	7.30pm	Diddlebury Parish Room or School
Wednesday 23rd November 2016	7.30pm	Diddlebury Parish Room or School

No meeting in December 2016