

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 22nd May 2024 at 7.45pm at Diddlebury Village Hall.**

063/24/1 – Election of a Chairman for 2024 – 2025

Cllr. R Povall **proposed** that Cllr. David Hedgley be nominated as Chairman for 2024 – 2025. Cllr. Hedgley indicated he would be prepared to accept the role of Chairman. No other nominations were made.

Cllr. Rattu **seconded** the proposal.

Vote: unanimous in favour of the proposal

Cllr. Hedgley duly signed the Acceptance of Office as Chairman form.

063/24/2 – Election of a Vice Chairman for 2024 – 2025

Cllr. Rattu **proposed** that Cllr. Robert Povall be nominated as Vice-Chairman for 2024 – 2025. Cllr. Robert Povall indicated that he would be willing to accept the nomination. No other nominations were made.

Cllr. Pardoe **seconded** the proposal.

Vote: unanimous in favour of the proposal.

Cllr. Robert Povall duly signed the Acceptance of Office of Vice-Chairman form.

064/24 – Appointment of representatives for 2024 – 2025 for the following posts:

Louise Powell Almshouse Charity Trustee:

Cllr. Rattu **proposed** Cllr. O'Boyle

Cllr. Pardoe **seconded** the proposal

Vote: Unanimous in favour

Tree Warden

The Chairman **proposed** Cllr. Stephen Povall

Proposal **seconded** by Cllr. Watson

Vote: Unanimous in favour

Diddlebury Flood Action Group

Cllr. R Povall **proposed** Cllr. Clive Martyn

The Chairman **seconded** the proposal

Vote: Unanimous in favour

Westhope Village Hall

Mrs Kath Worthington was in attendance as a member of the public. She agreed to take this matter to the next Westhope Village Hall committee meeting, so they can nominate a DPC representative.

Diddlebury Village Hall

The Chairman **proposed** Cllr. Stephen Povall

Cllr. Morgan **seconded** the proposal

Vote: unanimous in favour

Manager of DPC's website

The Chairman **proposed** Cllr. Clive Martyn

Cllr. Rattu **seconded** the proposal.

Vote: Unanimous in favour.

SALC's South Shropshire Area Committee

The Chairman **proposed** Cllr. Robert Povall

Cllr. Rattu **seconded** the proposal

Vote: Unanimous in favour

065/24 – Present

Cllr. D Hedgley - Chairman, Cllr. R Povall, Cllr. A Watson, Cllr. R Morgan, Cllr. C Martyn, Cllr. A Rattu, Cllr. S Povall, Cllr, T Pardoe

In attendance - the Clerk, Shropshire Councillor C Motley and one member of the public

Apologies received and accepted from: Cllr. T O'Boyle

066/24 – 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.

067/24 – Public involvement session

No matters were raised.

068/24 – Approval of the Minutes of the Parish Council Meeting of 24th April 2024

The Minutes of the Parish Council Meeting on 24th April 2024 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 24th April 2024 be adopted as a correct record of the meeting's business.

Proposal **Seconded** by Cllr. Watson

Vote on Proposal: Carried by a majority, 2 abstentions.

069/24: Matters arising from the Parish Council Meeting of 24th April 2024 not dealt with elsewhere on the Agenda.

034/24/1: Cllr. Rattu has had no response as yet from Mr Nick Newton of Highways to DPC's submission about speed reducing methods on the B4368.

050/24: The Clerk will contact Fix My Street about the ruinous state of the highway from Peaton Strand to Boudon.

053/24 – Possible EV charging point at DVH. Cllr. S Povall has not yet spoken to the DVH committee about this issue. The Chairman had recently met another parish chairman who advised DPC not to have anything to do with public EV charging points.

070/24 - Reports

070/24/1 - Chairman's report. The Chairman reported that during the last month he has had further discussions about the surfacing works and the provision of a further piece of equipment for the proposed public playground. The two picnic benches have arrived. Cllr. Pardoe assembled the one in the public playground, for which the Chairman thanked him. With Mr Steve Bartell the Chairman had assembled and sited the second picnic table in Bouldon. He completed the Empty Homes Consultation sent out by SC in which he was critical of their approach. He had dealt with complaints about fireworks being let off after midnight in Diddlebury.

070/24/2 – Cllr. Motley's Report.

Cllr. Motley advised she too is uneasy about the Empty Homes consultation as there are many empty houses in Shropshire. She outlined some of the difficulties in getting hold of owners of empty houses and those in multiple ownership.

The election called for 4th July has thrown all of SC's plans and actions into turmoil including the setting of the financial budget and organising polling stations following the recently completed Constituency Boundaries Review. The Community Governance Review of town and parish boundaries has now been further delayed by the election. Cllr. R Povall outlined the continuing problems with the Culmington/Diddlebury requested boundary modifications at Sparchford and Seifton Bache. Cllr. Motley felt the issues should be dealt with by the Place Plan and agreed to discuss the matter further with Culmington Parish Council.

Asked about the Craven Arms re-cycling centre, Cllr Motley advised 17,000 responses had been received to the consultation. The matter has still not been decided by SC's cabinet: she feels it is unlikely to close but may operate on reduced opening times/days.

071/24 – Planning matters

A planning application had come in for an open market house in Corfton. It was received too late to be on the agenda for this meeting, and will be out of time for responding by the next meeting. DPC has submitted a request for an extension of time in which to deal with it. Cllr. Motley will support the request.

072/24 – To consider highways and environmental matters

The proposed road closures between Seifton and Westhope were discussed. They are due to operate from 23rd June to 6th July, from 7am to 5pm.

The Chairman noted that Hadrian's Wall – 70 miles long and 4 metres wide – had been built in less than time than SC is taking to repair the wall in Bouldon.

073/24 – Consideration of correspondence and communications received in May 2024

Councillors considered the following correspondence and communications:

1. Email from Clerk to Culmington Parish Council asking for an update regarding the boundary at Seifton Batch.
2. Further information from SC about its consultation for the Local Plan (considered at item 12)
3. Details from SC of their Foster Care Fortnight – 13th to 26th May. There are 700 children in care in Shropshire and more places are needed – please contact fostering@shropshire.gov.uk for information and further details.
4. Details from SC of their consultation into the future of its Empty Homes Function, a discretionary function which they are considering closing due to budget constraints.
5. Invitation from Westhope Village Hall to councillors to join their Centenary Celebrations on 9th June 2024 from 2pm onwards. Tickets available from Moira Morris 01584 861663 or Betty Manley on 07860 447397
6. Notification from SC Planning Department concerning planning application 24/01088/FUL for a single garage at Fox Cover House, Bache Mill. Planning permission granted.
7. Request from Ron Bailey (researcher for Lord Foster and the charity Electrical Safety First) to support a parliamentary bill on the safety of Lithium ion batteries for e-bikes and scooters and their safe disposal. Contact ron.bailey@parliament.uk for details.
8. Notification from SC of 16.5.24 advising of payment to DPC of Neighbourhood Funds of £8,549,88
9. Email from resident with complaint about late night fireworks and explanation and apology from Mr P Wrigley.
10. Request from Oswestry Pride that councils show support for the local LGBT+ community during the June Pride month.
11. Letter DPC to Planners asking for an extension of time in which to deal with 24/01809/OUT – outline application for the erection of a single dwelling, garage and for access, on land adjacent to the Sun Inn, Corfton.

074/24 – To consider DPC’s response to the Shropshire Local Plan Examination Consultation which runs from 25th April to 11th June 2024

This was discussed with Cllr. Motley. She felt it concentrated mostly on urban areas. The Chairman will have a look at it.

075/24 – To review the work on the new public access playground in Diddlebury and to consider quotation received.

The Chairman advised that as the Neighbourhood Fund awaited payment has arrived and he **proposed** that DPC enter into a contract with Pentagon Play Ltd for the surfacing works and the twin incline balance beam quoted at a figure of £13,115 plus VAT.

Proposal **seconded** by Cllr Pardoe

Vote: Unanimous in favour.

The Chairman felt it was reasonable to use Neighbourhood Funding for this project as it benefits children in the whole parish and visiting children too.

076/24 – Financial matters

076/24/1 – Approval of Finance report for May and authorisation of cheques to be issued.

Precept Balance b/fwd from April 2024	£2,500.00
ADD: Payment of Precept of £7,500, of which £500 is transferred to the Asset/environment maintenance fund	<u>£7,000.00</u>
	<u>£9,500.00</u>

1. LESS: cheques/direct debits to be drawn on Precept Funds on 20th May 2024

1. HSBC bank charges.	£ 7.40		
2. Clerk's net salary for May 2024	£254.84		
3. PAYE on Clerk's May 2024 salary	£ 16.20		
4. SALC annual affiliation fee 2024 – 2025	£346.41		
5. Mrs J Griffiths – 2023-2024 audit fee	£120.00		
6. <u>Administrative expenses incurred by DPC and paid by the Clerk in April 2024</u>			
• May 2024 contribution to telephone & Broadband provision at £20 p.m	£20.00		
• Andy Holmes – IT support on 7.5.24 to check backup provision and trouble shoot Windows 10 problems	£10.00		
• Travel expenses at 45p per mile 22.05.24 to Diddlebury Village Hall for parish council meetings - 32 miles	£14.40		
Total of May 2024 expenses	<u>£44.40</u>	<u>£ 44.40</u>	
		<u>£789.25</u>	<u>£ 789.25</u>

Balance of Precept Funds carried forward to June 2024 **£8,710.75**

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

CIL/Neighbourhood Funds balance b/fwd from April 2024	£13,564.62		
ADD: 2023 Neighbourhood Fund payment recd. 16.05.24	<u>£ 8,549.88</u>		
	£22,114.50		
LESS: Boundary Services Ltd – fencing for new playground	<u>£ 3,118.25</u>		
	£18,996.25		
LESS: FuturForm Ltd - 2 x benches	<u>£ 538.80</u>		
Balance c/fwd to June 2024	<u>£18,457.45</u>		£18,457.45
Environmental & asset maintenance fund b/fwd from April 2024	£510.82		
ADD: Transfer from Precept Fund for 2024 – 2025	<u>£500.00</u>		
	£1,010.82		£ 1,010.82
Legal expenses ring fenced funds – bal. b/fwd from April 2024			£ 750.00
Diddlebury Village Hall Car Park maintenance reserve funds, bal. b/fwd			£ 3,500.00
Reserves fund for SC elections, bal. b/fwd from April 2024			£ 457.73
<u>Third Party Funds</u>			

Corvedale Walking & Footpath Group funds. Bal. b' fwd from April	£ 700.00
Flood Action Group funds, bal. b/fwd from April 2024	<u>£ 228.46</u>
Total of funds	<u>£25,104.46</u>

Cllr. Watson **proposed** that cheques totalling £4,446.30 be approved for payment.
 Proposal **seconded** by Cllr. R Povall
Vote: Unanimous in favour

<u>Balance held by DPC following authorisation of payment of cheques listed</u>	
Precept Funds	£ 8,710.75
Ring fenced and third party funds	<u>£25,104.46</u>
	<u>£33,935.21</u>

076/24/2 - DPC's Cash Book to be reconciled by councillors with HSBC Bank Statement No 381.
 Cllr. R. Povall verified the reconciliation.

076/24/3 - Review of IT back up and inclusion of Microsoft Cloud.

The council's records are backed up onto a usb stick in the back of the computer. In the event of a fire or emergency it may not be possible to retrieve the usb stick. IT advice is to also have the Microsoft Cloud back up system which costs £20 per annum.

Cllr. Rattu **proposed** that Microsoft Cloud be provided for DPC's computer.

Cllr. R Povall **seconded** the proposal.

Vote: Unanimous in favour.

077/24 – Audit for financial year 2023 - 2024

077/24/1 – To note and approve the Auditors Report dated 5th May 2024 and the audit report contained in the AGAR documents at page 4

It was noted that the auditor reported that she was satisfied that DPC's accounting records and that its statutory procedures had been carried out correctly in the financial year 2023 – 2024.

DPC noted therefore that no remedial action is needed by the council as a result of the audit report.

077/24 – approval of the Annual Governance and Accountability Return (AGAR). The following AGAR documents were considered:

077/24/2 – The Certificate of Exemption for 2023 – 2024

077/24/3 – Section 1 – Annual Governance Statement 2023 – 2024

077/24/4 – Section 2 – Accounting Statement for 2023 – 2024

077/24/5 – Explanation of Variances form

077/24/6 – Notice of Public Rights and publication of the Annual Governance Accountability Return for an exempt authority.

Cllr. Robert Povall **proposed** that DPC should approve the above AGAR documents as being correct.

Proposal **seconded** by Cllr. Morgan

Vote: Councillors voted unanimously in support of the proposal.

078/24 – Any Other Business (for the dissemination of information only)

The Chairman advised the meeting that Mrs Sally Woodhouse has recently died. On behalf of the parish council, he sent condolences to Mike Woodhouse and spoke of Sally's many years of voluntary service given to the Diddlebury community. She will be sorely missed.

There being no further business to conduct, the Chairman thanked everyone for their attendance and closed the meeting at 9.10pm.

The next meeting will be on Wednesday 26th June 2024, 7.15pm at Westhope Village Hall

Minutes signed by: David Hedgley

Dated: 26th June 2024