

## **CLEOBURY MORTIMER PARISH COUNCIL**

**Minutes of the MEETING of the CLEOBURY MORTIMER PARISH COUNCIL held at the Market Hall on Monday 4th October 2010 at 7.00pm.**

**PRESENT:** Cllr B. Davies, K Reynolds, M Reiner, G Hainsworth, S Thorogood, G Butler. J Griffiths.

**Clerk:** Mr M Sheehan

**Public:** 3 Parishioners. Cllr M Shineton.

**Guest Speaker: Tom Brettell, Dave Morris, Sports & Social Club**

Cllr K Reynolds welcomed everyone and then asked if there were any of the Public wanted to give views or put questions to the Parish Council.

There were none.

Cllr K Reynolds then introduced Tom Brettell and Dave Morris who were there to speak about the Sports and Social Club.

Tom Brettell said that the Sports and Social Club were looking for the remainder of the funding to rebuild the wooden part of the club. They had secured £15,000 from the Community fund in a process of bidding. They were grateful for the £1,000 offered at the last Parish meeting but was hoping for more help to raise the shortfall as they were ready to go to Planning, and wanted it all secured before the brief went out.

Dave Morris said that the original wooden building was put up in 1978 and we really need to complete the building with the rest.

Cllr K Reynolds asked how much the shortfall was.

Tom Brettell said that it was £10,000.

Cllr S Thorogood asked if that was from the original quote.

Cllr G Butler said is that including the £1,000 we have already agreed?

Tom Brettell said that they will be going back to the LJC for £2,500 so would leave £7,500 to find.

Cllr G Butler suggested that we up the donation to £5,000 and if there was more required they could come back. Also would they put up a plaque to say they had support from the Parish Council.

Cllr G Hainsworth said he would second that the donation go up to £5,000 and they can come back.

Cllr K Reynolds asked for vote.

The Clerk pointed out that it cannot be voted on as the meeting had not started but was on Agenda to do later.

Cllr K Reynolds started the meeting.

### **AGENDA 10 (2010) ORDER OF BUSINESS**

#### **10.0 Apologies for absence**

Cllr K Woodfield Reason: Working in Newcastle.

Cllr D Brown Reason: Illness

#### **10.1 Declaration of Interests**

The Clerk referred to a letter he had compiled and given to all councillors and said that he had taken advice from Association of Local Council Clerks because he had concerns and he advised Cllrs K Reynolds Davies, G Hainsworth and Cllr D Brown to declare a prejudicial interest in item 10.13 Market Hall.

After some discussion the Councillors agreed.

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Cllr G Hainsworth also declared a Personal interest in item 10.7.9 Cllr G Hainsworth (Mileage expenses)

**10.2** To adopt the minutes of the Meetings held on the 6<sup>th</sup> September 2010  
Cllr B Davies proposed that the minutes are correct and was seconded by Cllr M Reiner.  
VOTED All in Favour **RESOLVED.**

### **10.3 Matters Arising From the Minutes**

The Clerk said that he was waiting for prices for Play Area Bins.

### **10.4 Parish Matters**

Cllr K Reynolds said that he and Cllr M Reiner had a meeting about cutting down the trees opposite the Parish Hall and was told 2 weeks, which was now due and asked that the Clerk chase it up.

The Clerk pointed out that they would probably require some planning permission and that is why it might take a bit longer, but would look into it.

Cllr K Reynolds said that the Wells still needed cleaning out and the drain outside the Fountain seems to have running water all the time.

Cllr G Hainsworth said that before when the Wells was dry we had various people involved and perhaps we should re start the investigation.

The Clerk said that he had arranged a meeting before with Mark Greaves from the Youth Group but needed to arrange another meeting, and suggested that Cllr K Reynolds got in touch with him.

Cllr K Reynolds said that the Clerk could do it again.

Cllr G Hainsworth said that he would help the Clerk and go to the meeting.

Cllr K Reynolds said that there was still the mess in Child Road left by the E-On contractors.

The Clerk said he would chase it up with Highways.

### **Cllr J Griffiths joined the meeting at 7.20pm.**

Cllr B Davies said that she was still getting complaints about not having any skips. Can it be done 3 monthly?

Cllr G Butler that if she could supply names and addresses of the people who are complaining , he would contact them with solutions. Also Tom Brettell is working on it and we cannot put anything in Landfill.

Cllr B Davies said that to just take it away in one swoop was bad and we did agree to put a skip in.

### **07.25pm Cllr M Shineton arrived.**

Cllr G Butler said that Skips will be put on the November Agenda.

Cllr G Hainsworth said that the new sign outside the Talbot is bent more now and looks an embarrassment. Perhaps we need some bollards.

The Clerk said that it was to be repaired but would chase it.

Cllr G Hainsworth said that he and the Clerk had looked at the old Library and was not suitable for the Parish Council as the roof was high, creating large heating costs and the roof had a leak. It would be a liability for the Parish Council.

Cllr J Griffiths said that the Zebra crossing was a concern that there may soon be an accident there as it was difficult to see what is coming. The fact that there was a parking space right next to it outside the Fish & Chip shop was making it worse.

Cllr G Hainsworth said that he almost had an accident himself and illegal parking doesn't help.

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Cllr K Reynolds said that it was said that after 12 months the street enhancement can be looked at again.

Cllr G Butler said that the People of Cleobury voted to have the crossing where it is and now it would cost too much to have it moved. We can bring it up in the Parking Review.

Cllr B Davies said that it is safer with the crossing that ever before, and the Police should start prosecuting.

Cllr G Butler said that we are considering limited timed parking on the High Street which can be enforced by wardens.

Cllr J Griffiths said that there was no sign to say there is a crossing.

Clerk will look into it.

Cllr G Butler said that the Mortimer Hill sign has not been done yet, and could the Clerk chase it up.

Cllr G Hainsworth said that since the Tenbury road has been done there are chippings everywhere.

The Clerk said he would have a word with Highways.

Cllr B Davies said that a person has had a fall on the Pavement in High Street.

The Clerk said it could be the drains that caused a problem before and would go and check.

Cllr B Davies asked about Grit Bins and when they will be filled up.

Cllr G Butler said that we had asked for 2 more to be placed at Lower In Hedge and Cleobury Meadows.

### **10.5 Correspondence & Reports (File available at meeting)**

#### ***Donation Request Friendship Club***

The Clerk said that all the Councillors had a copy of the request for a donation.

Cllr K Reynolds said that it would be to pay for their Christmas party.

Cllr G Butler said it was not just for party but transport too, but asked Tom if the LJC had been approached?

Tom Brettell said No they hadn't.

Cllr B Davies said that she did suggest to them that they ask the LJC.

Cllr G Butler said that we don't have to give the £500 asked for but to totally refuse would send out the wrong message.

There was a brief discussion that we could not justify spending public money on Christmas parties.

Cllr J Griffiths said that we supported the Youth so why not the Elderly?

Cllr G Butler proposed £200. Seconded by Cllr S Thorogood.

Cllr M Reiner proposed £100 Seconded by Cllr J Griffiths.

Cllr K Reynolds said that a vote would be taken on both.

First on £100 Voted 3 in Favour 2 Against Cllr G Butler Abstained.

Second on £200 Voted 2 For 4 Against.

£100 gained the vote **RESOLVED.**

The Clerk then mentioned another donation request from Citizens Advice Bureau.

After some discussion it was agreed to donate the same amount as we have before because of their good work.

Proposed by Cllr B Davies Seconded by Cllr M Reiner, Cllr J Griffiths Abstained. Voted 6 for, All in Favour. **RESOLVED.**

Clerk to find out amount donated before.

The Clerk said he had received a nomination form to be filled in by the Parish Council for nominations for Honorary Officers for Association of Local Councils.

Cllr B Davies Declared an interest and the names were filled in for the Clerk to send back.

### **Minutes Monday 4th October Cont.**

The Clerk explained about the meeting on 14<sup>th</sup> October in Bridgnorth about having your say with the Police, County Council and NHS there. Cllr S Thorogood and the Clerk have booked seats and perhaps more Councillors should go.

The Training for Councillors on 7<sup>th</sup> October by the Standards Board was cancelled as the Government may be dissolving the Standards Board.

The Clerk said he had arranged a meeting with Marches and the Police for Tuesday 19<sup>th</sup> at the Market Hall so the Councillors can talk to them before the new houses at Vaughan road are built.

Next the site visit at Mawley farm was discussed.

Cllr G Butler said that until they have the visual impact reports for the Wind Turbine there is no use having a visit. The Clerk will inform Mawley Farm.

The Clerk said that he had been to a meeting at Shire Hall with Cllr S Thorogood to do with the Revitalisation of Shropshire and really more councillors should go as there were some decisions and the Clerk could not make decisions.

There may be more meetings in the future and it is really for councillors as it concerns the future of Cleobury Mortimer.

### **10.6 Planning Applications**

**PLANNING REFERENCE:** 10/03993/LBC  
**DEVELOPMENT** Works in association with lowering of chimney affecting  
**PROPOSED** a Grade II Listed Building  
**LOCATION:** 1 Church Street, Cleobury Mortimer, DY14 8BS  
**OS REFERENCE:** **367361 – 275705**

This item was discussed and proposed by Cllr G Butler No Objection, Seconded by Cllr M Reiner. Voted all in favour. **RESOLVED.**

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**PLANNING REFERENCE:** 10/02694/FUL  
**DEVELOPMENT** Erection of a two storey side extension.  
**PROPOSED**  
**LOCATION:** Wedgwood, 5 Lion Lane Cleobury Mortimer, DY14 8QD  
**OS REFERENCE:** **367562 – 275802**

This item was discussed and proposed by Cllr G Butler that a site visit is required, Seconded by Cllr K Reynolds.

Cllr G Butler, Cllr S Thorogood and Cllr M Reiner to attend at 10am Sat morning. Clerk to confirm.

Voted all in favour. **RESOLVED.**

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**PLANNING REFERENCE:** 10/04187/TCA  
**DEVELOPMENT** To remove arching laterals and reduce to 12 metres a line  
**PROPOSED** of 7 Leylandii Trees  
**LOCATION:** Lacon House, Childe Road, Cleobury Mortimer  
**OS REFERENCE:** **367383 – 275901**

This item was discussed and proposed by Cllr G Butler No Objection, Seconded by Cllr B Davies. Voted all in favour. **RESOLVED.**

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<b>10.7</b>	<b><u>Financial Matters and Accounts for Payment.</u></b>	<b>£</b>
10.7.0	Clerks Salary	653.94
10.7.1	Cemetery Admin, Salary	93.27
10.7.2	HMRC PAYE Tax and NI	115.54
10.7.3	ALC (Training for Councillors & Clerk)	120.00
10.7.4	R M Price (Grass Cutting)	530.00
10.7.5	Market Hall (Youth rent agreed)	352.00
10.7.6	Mortimer Solutions (Website Upgrade & Training Agreed)	202.50
10.7.7	MULLER England Ltd	1.00
10.7.8	Dave Short (Church Gardens)	159.72
10.7.9	Cllr G Hainsworth (Mileage expenses)	26.40
10.7.10	Clerks Reimbursements	263.00
10.7.11	Shropshire Council Rates	40.97 <b>CR</b>

The Clerk explained all the payments individually and also that 2 had been added from the original. Items 10.7.9 and 10.7.10.

Cllr G Butler proposed to accept but the 2 added items must be put on the November Agenda, Seconded by Cllr M Reiner. Voted 1 Abstained 6 in favour. **RESOLVED.**

### **10.8 Sports & Social Club (Cllr G Butler)**

Cllr G Butler said that this had been discussed and proposed that we donate £5,000 and agreed that they could come back to ask for more if needed, this was seconded by Cllr G Hainsworth. Voted all in favour **RESOLVED.**

### **10.9 Councillor Communications- e-mail (Cllr S Thorogood)**

Cllr S Thorogood said that he had been working with the Clerk quite a lot recently and communication between councillors is very important and we need to be up to speed. He gave an example of the average amount of 58 e-mails received weekly on average and a few of them needed immediate action.

The need for everyone to be on e-mail was important. We now have control of our Website and can all have Parish Council e-mails. These can be accessed anywhere. He said that he could arrange training for those not on e-mails to show how easy it is.

Cllr B Davies said that she has e-mail but it is getting quite expensive to run.

Cllr G Butler said that people could go to new business centre to access their e-mails.

Cllr M Reiner said that he would welcome some training.

Cllr K Reynolds said that he sympathised but have a lot to offer without e-mails.

Cllr S Thorogood said that we have to look at things realistically and want to propose that the e-mails are set up and some training sorted out. This was seconded by Cllr G Hainsworth. Voted all in favour. **RESOLVED.**

### **10.10 LJC Report (Cllr D Brown)**

This was not discussed as Cllr D Brown was absent.

### **10.11 Public Toilets (Cllr G Butler)**

Cllr G Butler said that there were 2 ways of looking at this. On the one hand if the Toilets were built we would have to look after them. Steve Brown said that it would cost £6,700 pa to run toilets so we would have to allocate £8,000 per year.

On the other hand the money that was for building the toilets came from an agreement when building the Catherton road site, but Shropshire Council have put a 3 month ban on spending for a review, which could mean they take it off us.

Another thing that could be done is we could, if they were to build the toilets, is to have a change of use and build an office for the Clerk at the same time with a meeting room.

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He suggested a working group to look at what to do and Propose Cllr B Davies, Cllr M Reiner and Cllr G Butler. Seconded by Cllr K Reynolds.

Voted all in favour. **RESOLVED.**

#### **10.12 Parish Website Update (Clerk)**

The Clerks said that the new site address was [www.cleobury.org.uk](http://www.cleobury.org.uk)

We now have total control of site and Sean and I have had 1½ hrs training but we will have to have a few days updating all information

Sean has put his details on site and I have changed mine but we still need details for John and Kelvin.

He suggested that there only needs to be three people able to change the site and update and that should be the Clerk, Cllr S Thorogood and Cllr D Brown.

Also we can put photos on site of Cllrs if permitted.

We have to load everything on the site in PDF format for people to access and have some new software to do this, which will also allow us to do the Parish Bulletin.

We can have personal e-mail addresses just for council which takes away personal e-mails and we can set those up.

#### **10.13 Market Hall Office (Clerk)**

The Clerk said that everyone has a letter that he has advised, with consultation from ALC that some councillors declare in Interest.

Cllr B Davies proposed that this item be discussed in closed session at end of meeting, seconded by Cllr S Thorogood Voted all in favour **RESOLVED.**

#### **10.14 VAT & Accounts (Clerk)**

The Clerk said that he require a couple of councillors to meet with him and go through accounts and check everything.

Cllr S Thorogood and Cllr G Hainsworth said they would check the accounts. Proposed by Cllr K Reynolds and seconded by Cllr G Butler, voted all in favour. **RESOLVED.**

The Clerk said the VAT needs sorting out for on line working and as there was a conflict of interests we need to look at another Internal Auditor.

Cllr B Davies proposed that the Clerk get quotes which was seconded by Cllr G Butler voted all in favour. **RESOLVED.**

#### **10.15 Fringe Update (Cllr G Hainsworth)**

Cllr G Hainsworth said that the Craft Fair went well as did the Classic Bike show that broke all records. He was disappointed in the number of local street traders who took part on the final day.

There is a Fringe meeting tomorrow night and we will discuss what went well and what didn't to improve for next time as it will be an ongoing event and It was the first attempt and a learning curve to learn by mistakes made. Publicity was one.

Cllr K Reynolds mentioned a letter by Mrs Griffiths sent to the Parish Council about the Fringe, which was passed round for councillors to read.

The Clerk asked that Cllr J Griffiths declare a Personal interest. Which he did.

Cllr B Davies said that her boss didn't know or he would of had a stall.

Cllr G Hainsworth said that the Fringe was done with the Chamber of Trade and business was contacted on various occasions to get involved.

It was said that Mrs Griffith's letter was her personal opinion and everyone had that right.

Cllr B Davies said that it was a shame about Sunday and perhaps next time give letters to school for children to take home.

Cllr G Hainsworth agreed they had some problems and accept any constructive criticism that will help to make it better next time.

Cllr S Thorogood said it was the first attempt.

Cllr B Davies said that the Festival Committee was still running and usually have a festival every 4 years.

## **Minutes Monday 4th October Cont.**

Cllr G Hainsworth said that a few of the committee did turn up to the first meeting and did not want to be involved or help.

The Clerk said he would reply to Mrs Griffith's letter and ask if she would like to help with the next one.

### **10.16 Bus Shelters Update (Cllr G Butler)**

Cllr S Thorogood said that he had requested prices which he had not received yet and was going to a meeting with the working party at the Kings Arms on the 12<sup>th</sup> with Tom Brettell.

### **10.17 Trees Skate Park (Cllr G Butler)**

Cllr G Butler said that we need to sort out the planting of trees by the Skate park and looking for £380 plus vat to improve the area. It was transferred to Shropshire country parks and should have been transferred to Parish Council.

Cllr M Shingleton asked the Chairman to speak and it was agreed. She said that they are looking into who is responsible for it now.

Cllr G Butler said that the Glen Caravan park did say that they would pay towards the cost so I would propose we pay £200 to have the trees put in and the Glen caravan park pay the balance. This was seconded by Cllr G Hainsworth Voted 6 for and 1 Against.

**RESOLVED.**

### **10.18 Employers Responsibilities (Cllr S Thorogood)**

Cllr S Thorogood said that without embarrassing the Clerk he was confused as to what his hours were as he is paid for 20 per week but after working with him for the last 3 months has seen that he is doing a full time job and would want him to be paid for the job.

The Clerk said that due to his recent training in Employment law that the Parish Council needs to address a lot of issues that are not being done as an employer for himself and the Cemetery Clerk, like employment contracts, risk assessments, appraisals and more.

Cllr K Reynolds said that we need a special meeting in the future.

Cllr Sean Thorogood said that it was an immediate issue that cannot be left.

Cllr K Reynolds proposed a working group which after some discussion was decided to be Cllr K Reynolds, Cllr G Hainsworth, Cllr B Davies and Cllr S Thorogood. A meeting was provisionally suggested 20<sup>th</sup> October at 4pm.

Voted all in favour **RESOLVED.**

### **10.19 CMPC Attendance at Shropshire Council Meetings (Cllr S Thorogood)**

Cllr S Thorogood said that he has only been a councillor for a few months and has 4 training certificates and if we are not getting involved should not be a councillor as he has learnt a lot especially on employment Law. He said he was mindful that we don't attend as many as we should and want to suggest that we adopt a rotor system to rotate throughout the year for councillors to go to meetings and training.

The Clerk said that last Monday's meeting at Shire hall was really for councillors, but he went as no other councillors wanted to but it should have been a councillor as it involved the future of Cleobury Mortimer.

Cllr G Butler said that there is a general acknowledgement that Cleobury Mortimer Parish Council is dramatically changing.

It was agreed to look at.

### **10.20 CMPC Attendance at ALC Training Meetings (Cllr S Thorogood)**

**Covered in 10.19**

### **10.21 Bench Talbot Yard (Clerk)**

The Clerk said that he needed a decision about whether or not to put the Bench back at the top of the Talbot yard after it was vandalised.

He suggested that the Bench at the back of the Church be put there and the other one be placed in the Cemetery.

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Cllr K Reynolds said it should be done and concreted down. This was seconded by Cllr M Reiner Voted all in favour **RESOLVED.**

**10.22 Bovis PR Meeting (Cllr G Butler)**

Cllr G Butler said that Bovis has been in touch and wanted a public meeting to explain their intentions to the residents of Cleobury Mortimer.

After some discussion the Parish Hall was decided on being the best place and the Clerk would give Cllr G Butler the contact details.

At this point Cllr B Davies proposed exclusion to the Public to discuss the next items. This was seconded by Cllr G Butler voted all in favour **RESOLVED.**

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All public left room.

Under section 100a (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12a of the Act by virtue of the paragraph specified against the item.

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**MEETING CLOSED AT 09.50 pm**

SIGNED ..... (CHAIRMAN) DATE .....