

Cleobury Mortimer Parish Council

Parish Council meeting held on Monday 9th July 2012 at 7pm in the Market Hall, Cleobury Mortimer.

Present:

Cllrs S Thorogood (Chairman), M Reiner, B Davies, D Brown, G Butler, G Hainsworth,

Clerk: Mr M Sheehan

Locum Clerk: Mrs F Morris

Public: 11

The Chairman welcomed Councillors and members of the public to the meeting and explained that Matt Sheehan was now back as Clerk with the support of Locum Clerk Freda Morris.

0.07.0 Democratic 15 minute Public Time:

Mr Dan Gregory explained his letter to the Parish Council, expressing interest in buying the old Toilets in Eagle Lane. He said he could offer a fair price and remove the building and make good, with no expense to the Parish Council. It would be a solid wall in keeping with Eagle lane and would just extend his garden. He was happy for the Parish Council to have a site visit if required.

The Chairman explained that we still have to sign papers for the transfer and have another interested party and also would like to have the community views on what to do with it.

Mrs Carol Evans explained that she moved to Cleobury Mortimer in December and is a lovely place but had concerns about the litter and state of some paths, Church walk, Childe road and the Wells was overgrown, but asked the council if could employ someone to do small jobs or perhaps start a volunteer litter picking group and would volunteer herself.

The Chairman said it was a good idea and we were in the process of resolving the Wells issue but it was good to see new members of the public at the meeting.

Mr Jim Reynolds said that at the last meeting Cllr Griffiths accused the Chairman of being corrupt.

Had the chairman been given an apology?

Had evidence to support the accusation been received?

The Chairman answered no to both questions.

The Chairman introduced Andy Jones from Shropshire Council to talk about the New Toilets to be built in Childe Road.

Andy introduced himself as a local living at Hopton who previously worked with South Shropshire District Council and now with Shropshire Council.

He produced drawings in draft format which were passed around showing different elevations. Planning permission was still in force and electric, water and drainage was already in place, but the only item needing attention was four trees to be transplanted.

Plans will be kept in clerk's office for public to look at if requested.

The Chairman thanked Andy and opened the meeting and pointed out that he was welcome to stay and listen to the comments made by the PC unless he needed to leave.

0.07.1 Apologies for absence:

Cllrs J Griffiths (work), **RESOLVED to accept apology.**

No apologies received from K Reynolds or Cllr K Woodfield .

0.07.2 Declaration of interests:

"To receive declarations of Interest of personal and prejudicial interest on any item on the agenda in accordance with Section 50-52 of the Local Government Act & The Local Authorities (Model Code of Conduct) England Order 2001".

Name	Personal	Prejudicial
Cllr G Butler	0.07.7 application for tree works. 0.07.8 New toilets	

Cllr D Brown	0.07.9 Finance Nightingale Nurses	

0.07.3 To approve the minutes of the meeting dated 11th June 2012

Cllr G Hainsworth said that he agreed with the draft minutes but made a mistake at the last meeting on eligibility only available if on benefits, but should also include if purely heated by electric and or coal.

It was confirmed by Locum Clerk that this could not be added to last month's minutes as this was not said at the meeting, but the comment could be included in tonight's minutes.

It was proposed by Cllr Butler and seconded by Cllr Hainsworth that the minutes be approved. **RESOLVED** to accept minutes and were signed by Chairman.

The Chairman proposed to move item 0.07.8 (new toilets update) forward in order for Andy Jones and members of public to listen and leave afterwards if desired. **Seconded by Cllr G Butler. RESOLVED.** Item brought forward.

0.07.8 New Toilets Update

The Chairman confirmed that a meeting had taken place with Andy and a working party of councillors to discuss the New Toilets who took the view that the Parish Council do not have the expertise to manage the project and an approximate cost of £4,000 was given by Andy. Shropshire Council to oversee this project with the drawings as seen tonight not exceeding the £90,000.

Cllr G Butler had no problem with tenders through Shropshire Council, using an approved list of builders but may exclude local builders. Also concerns expressed whether Shropshire Council would be able to complete the project under 90k.

The Chairman agreed but some local builders may not be on approved list.

Cllr G Hainsworth proposed suspending standing Orders to question Andy further. Seconded by Cllr S Thorogood. RESOLVED to suspend Standing Orders (8.30pm).

Andy said he wasn't involved two years ago but they have a procurement process that contractors and suppliers have all the checks, Health & Safety, Financial etc and have 7 contractors in Shropshire (3 in the South Shropshire) on the list but could not act with contractors not on approved list.

Cllr G Hainsworth asked if Andy was confident to build for 90k.

Andy said may have to do more work on electricity and toilets will be a high specification as discussed at meeting but comfortable cost estimate is in right ballpark with 7 contractors to approach.

Cllr Butler could not understand how it can be done now for 90k when originally transferred it was 200k.

Cllr M Shinton explained that the 200k included all utilities and plans which have all been done and in place.

Cllr Hainsworth asked for a timescale, as concerned no toilets for 12 months.

Andy said that if agreed today with drawings and Shropshire Council to manage project then it is 5 days to start tender process end July Aug with end of August to agree contractor so end of December should be completed.

Cllr B Davies pointed out that new signage would also be needed.

Andy said that if money left can look at that too.

The Chairman thanked Andy and proposed reinstate Standing Orders and move on with the meeting. Seconded by Cllr G Hainsworth. RESOLVED to reinstate Standing Orders (8.35pm).

Cllr S Thorogood proposed that the PC move forward with this project as long as the project does not exceed £90k using Shropshire Council manage and oversee the building of the New Toilets. Seconded by Cllr G Hainsworth. RESOLVED.

0.07.4 Matters arising from the minutes

Clerks Report - distributed at meeting

The following was read out by clerk.

- 1) All documents held by former clerk have been collected and are in office to be sorted.
- 2) Have contacted Carl Brooks from Lacon Childe School to confirm Cllr Griffiths contact details so as to be informed of meetings.
- 3) After discussions with Roger Price, mulching decks are now fitted to his machinery and are being used.
- 4) Jubilee card has been sent to the Queen.
- 5) Pot holes that were reported were continually chased to be done and have now been rectified.
- 6) Dave Short was contacted about looking after the Wells.
- 7) Bench replacement for outside the Church has been ordered and will be confirmed when the pro forma Invoice has been returned with the cheque.
- 8) A Quote to repair the rest of the railings has been asked for.
- 9) A draft letter to Mr Jordan has been prepared for the councillors' approval to be sent. It was suggested that perhaps Mr Jordan should be given 7 days to respond and confirm when he will carry out the work, rather than give him 7 days to complete the work.

Cllr G Butler proposed that the Clerk ask Justin to check letter and make any changes he thinks necessary and then send to Mr Jordan. Seconded by Cllr Hainsworth. RESOLVED.

- 10) A meeting with Kate Adams from Street Scene, has been re arranged for Friday 13th July at 9.45am, meeting at the Market Hall. This is to walk around Cleobury and discuss, litter and dog fouling issues. Cllr M Reiner and Cllr B Davies were attending at the last meeting that was cancelled due to the weather.
- 11) No mugs have been returned from Mumfords.
- 12) Copies of relevant e-mails have been sent to Cllr Reynolds and Cllr Griffiths to keep them up to date, also Cllr M Reiner, Cllr D Brown, Cllr G Hainsworth, Cllr G Butler and Cllr B Davies has visited office to be updated. Chairman updated daily.
- 13) All councillors have received an up to date finance sheet as requested at last meeting.
- 14) Contacted Western Power to tidy up the brambles outside the substation down the Tenbury Road. Helen Russel has arranged a visit by contractors on Tuesday 10th July 9.30am.
- 15) Meeting with Jenny and Dot ref Co Co. Invoice. It was agreed that the invoice will be received Quarterly starting 1st October as the advice of the Internal Auditor and Clerks.
- 16) Request received from external Auditor for confirmation of adoption of Risk Review and also up to date list. This was dealt with and sent same day.

Reply re: storage of Parish Council documents

Cllr Butler sorted contact details for Archive and forwarded to Clerk.

Reply from Cleobury Country re: Shop and Save scheme

Locum Clerk read out e-mail received.

Cllr Davies raised concerns that it would mean extra work for traders and a proper survey is needed.

Cllr Butler declared a Personal and Prejudicial interest and left the room.

Cllr Davies declared a Personal interest and stayed in room.

The Chairman said that the Parish Council needs to make a decision and not keep them hanging on for the £500 requested.

Cllr Davies asked if they have backing of Chamber of Trade.

Freda said she did ask and yes they have.

Cllr Reiner said he didn't think it was right to sponsor it.

Cllr Brown said it would be a one off payment to start to support initiative

Cllr Thorogood proposed that subject to the Scheme up and running the Parish Council agree £500 donation.

Seconded by Cllr Hainsworth. Cllr Davies abstained from voting. **RESOLVED.**

Any other matters arising

Cllr Butler had two points, first he had contacted Heidi Steel Street Scene, about using the payback team to work in the Cemetery. Already working in church yard but have further work in public areas and have to follow policies. Secondly had initial meeting with Gas and Instillation Scheme and every property done there is a commission payable of £120 to Cleobury Country which is £40 referral and £80 when completed paid back into community.

0.07.5 Adopt New Code of Conduct & Disclosable Pecuniary interests

The Chairman said that the way he sees it is of an extension of the conflict of interest to cover partners.

Cllr Butler said that in the future a prison sentence could be possible.

Cllr G Butler proposed to adopt the New Code of Conduct & Disclosable Pecuniary interests. Seconded by Cllr G Hainsworth. RESOLVED. Cllrs were reminded that their forms have to be returned within 28 days.

0.07.6 Councillor's reports and items for future agendas

Cllr Butler asked that the Historic Core be put on the Agenda for the foreseeable future.

Cllr Reiner raised an issue in the Cemetery of work on Tom Warrells grave and two new benches that the Parish Council have not been made aware of.

Clerk to investigate and report back.

Drains in the Talbot Car Park are blocked and the kerbs outside Cleobury Garage and the Kings Arms are too low causing water to run down the pavement.

Clerk to inform Highways.

Mole Hills in Cemetery.

Cllr Davies raised concerns about strimming of unkempt graves as grass was all over neighbouring graves.

The Clerk said that because of complaints he had asked the people who cut the grass if the unkempt graves could be cut. As a favour they stayed an extra couple of hours to help out. Cllr Davies suggested that perhaps the PC needs to employ a contractor for the cemetery and requested that this is looked at next year.

Cllr Davies also said she had a gripe that the Nightingale Nurses hired Gazeboes from Cleobury Country and were charged £98, but said when we gave them money to buy these that local groups should hire for a peppercorn rent.

Cllr Brown declared a Personal interest. She said that they should write back with a supporting letter from the Parish Council pointing out that it was understood that local charities should have cheap rates for the use of the gazeboes. Liaise with Matt.

0.07.7 Planning applications:

- a) Removal of Leylandii within Cleobury Mortimer Conservation Area –
24 High Street, Cleobury Mortimer, Shropshire DY14 8BY. Application number:
12/02469/TCA – Applicant; Dr Mark Baldwin

Proposed by Cllr Hainsworth that no objections raised to these plans; seconded by Cllr Davies. **RESOLVED to accept plans.**

- b) Planning permissions/refusals – weekly planning list from SC circulated to members via email.

- c) Any others received after issue of the agenda– no further plans received.

0.07.9 Finance:

Account to be paid:

Shropshire Council - Wages

Cheques for payment –

R M Price - £570 (June), £100 (June)

J McGrath – Skip Cemetery £123

Dave Short – Church Gardens £124.26

Market Hall – May, June Toilets £200

CoCo project £3770 **Quarterly starting 1st October**

Clerks Reimbursements for (April, May, June)

South Shropshire Youth Forum funding request £1,000 subject to LJC.

Shropshire Council – Occupier Labels £62 (Parish Plan money)

Cyan – Jubilee Bench £429.99 (Already agreed)

Nightingale Nurses – **This was discussed.**

Cllr Davies said that they were not in need.

Cllr Butler said that we always support the Nightingale nurses.

Cllr Reiner suggested seeing a balance sheet at next meeting.

Freda pointed out that NNF Chairman's husband has been seriously ill but she had discussed the matter with her and Freda once again explained that the nursing care is costly and financial support is required.

Cllr Davies said that we have to be satisfied they do need it. Need to see a balance sheet .

Cllr Brown suggested that the Parish Council formally invite Chairman Mrs Rosmary Abbiss to the September meeting and have it as an Agenda item. **RESOLVED.**

£1375 Lime trees – move (Cleobury Economy)

Any other accounts received after issue of agenda

Payments Received:

LJC £250 – Traffic Calming

Cemetery - £1,925

Precept - £33,000 April

Any others received after issue of agenda

It was **RESOLVED that the accounts be accepted and payments be made.**

Agree Quarterly Bank Reconciliation

It was agreed that Cllr Davies and Cllr Reiner make a quarterly inspection of the accounts and if one councillor not able to make a meeting then another can take their place. **RESOLVED** to accept the reconciliation subject to accounts check.

0.07.10 Correspondence:

Craven Arms Memorials – New System

Scouts And Guides – Parish Council rep required

Elections Office – Occupier Labels

Country Skills – Invoice Grass cutting

Street Scene – Relocation Information

Shropshire Council Legal – Adoption Code of Conduct

Mr J Smith – Osteopathy Business – directed him to Medical Centre

Andrea Ford – Sewage Odour Yeldside – letter circulated / acknowledged

Severn Rivers Trust – River Rea

Society Local Council Clerks – AGM & Training meeting. Clerk attended.

Jenny McCrorie – Meeting CoCo

Kate Adams – Meeting catch up Street Scene – meeting 13th

Daniel Evans – Dissertation Research Request Cllr Butler had met and given information to him.

Graveyard Permissions (email 27/6)

Community Transport in Ludlow Area (Madge email)

Now the Localism Act and the NPPF are here, what does it all mean? (19/6)
New Property development at Brookside, Eagle Lane, Cleobury Mortimer (19/6)
Letter from C Evans re: litter in Cleobury Mortimer – dealt with earlier
Any others received after issue of the agenda

Cllr Butler mentioned that the Severn Rivers Trust – River Rea forum would be meeting and a time and date was to be decided and e mailed out.

Cllr Butler said that Madge should give a Unitary Council update and It was **RESOLVED to suspend Standing Orders for Cllr Shineton to report. (8.40pm)**

Cllr Shineton said that there was just one item that the Parish Council may or may not have a view on would be the Volunteer car group in Ludlow.

It was **RESOLVED to reinstate Standing Orders. (8.41pm)**

The Chairman read out another letter received from Angela Allen notifying an interest in purchasing the old toilets in Eagle Lane. The toilets have not yet been transferred to the PC. It was **RESOLVED to send an acknowledgement letter.**

0.07.11 Parish Hall Rights of Way – Cllr Hainsworth

Cllr Hainsworth updated the Parish Council that the new owner of the old library had taken up the ramp and blocked in the exit, creating a lot of distress for a group of elderly visitors that were held as ‘prisoners’, not being allowed to use the exit.

Cllr Butler had been in touch with the legal department at Shropshire council to get paperwork concerned with the sale and access rights.

The Chairman raised the point of cost to the community for legal access and it may be cheaper to build another access at the front.

Cllr Brown said it may have to be high because of the floor height.

Cllr Hainsworth said it is much more than disabled access and we should put it in the hands of a solicitor.

Cllr Davies felt that the owner of the old library should take action to stop others using the access, not the PC taking action to use it – this was considered a very valid observation.

There was a short discussion about the right of way and if blocked do we have the right to move any obstacles.

Cllr Brown suggested the clerk confirm right of way and whether users are able to remove obstruction with Justin. Fire Inspection of the property was also queried as this is also a fire exit.

0.07.12 Locum Clerk - Clerks phased return to work

RESOLVED to move below the line.

The Locum Clerk Freda, raised serious concerns with the Council that all correspondence should send all items through the Clerk otherwise this could cause problems.

0.07.13 Historic Core Project update – Cllr Butler

Cllr Butler said that there will be a meeting with the Church Architect next to discuss moving forward.

0.07.14 Defibrillators in Cleobury (Cllr S Thorogood)

The Chairman said that a letter had been received from Betsy Pratt about having a defibrillator in Cleobury Mortimer, but needed to talk to Cllr Brown to find out more information. The cost is about £1700 and is a brilliant request.

Cllr Brown confirmed that there is a defibrillator at the Pioneer Centre but one is needed in the High Street.

Cllr Brown asked who would be trained.

Cllr Butler said it usually sits on a wall but does tell you how to use it.

In principle the Parish Council support this request but would like more information – where it would be situated / who will be trained to use it and it was **RESOLVED** to send a letter agreeing in principal but with a list of questions.

0.07.15 Eagle Lane Toilets (Cllr S Thorogood)

Discussed earlier.

0.07.16 Clean Britain Award 2010 (Cllr D Brown)

Cllr Brown proposed that we won the Cleanest Town in Britain award, we should advertise the fact at each end of the town and suggest signs at each end of the town.

It was RESOLVED to have a plaque at each end of town.

0.07.17 Pumphouse C.M. Scouts and Guides (Cllr S Thorogood)

The Chairman said that the council have received a request for a council member to volunteer to be on the Scouts and Guides committee.

Cllr Hainsworth volunteered and it was **RESOLVED**. to accept his offer.

0.07.18 To confirm date of next meeting

3RD September 2012

0.07.12 Locum Clerk - Clerks phased return to work

At 9.10pm It was **resolved that by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1992 the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined by the Acts.**

See 'CONFIDENTIAL MINUTES'

Cheques written:

Shropshire Council - £62

R M Price - £1,005

J McGrath - £123

D Short - £124.26

Prysmian Cables - £2787.73

Cyan - £429.99 (bench)

Market Hall - £200

Clerk's reimbursements - £109.12

South Shropshire Youth Forum - £1000

There being no other business the meeting closed at 9.30pm

Signed: Chairman

Date: