



Minutes of Town Council meeting held on Wednesday 4th June 2018 at 7pm in Cleobury Country Centre, Cleobury Mortimer.

Present:

Cllr D Brown (Chairman), Cllr A Goold (Vice Chairman), Cllr G Hainsworth, Cllr T Kirkby, Cllr P French, Cllr J Bodenham, Cllr A Smith, Cllr N Tysall.

Clerk: M Sheehan

RFO: D McBride

Public: 6

06.0.18 Democratic 15-minute Public Time

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 15 minutes (3 minutes per person). To comply with GDPR anyone speaking were asked if it was alright to record their name.

Playing Field Group – (Rugby, Football, Cricket) to talk to council about future projects.

Cleobury Mortimer running club wished to talk about the upcoming 10k run on Sunday 1st July.

Lisa Baily and Lindsey Tillsley informed the council that it was scheduled for 200 people on a rolling road with limited road closures on the High street then running around Neen Savage. 11am start.

Cllr Brown asked for details to put on council website and Facebook.

Cllr Goold asked about Shropshire Council being aware and to talk to the Police and First Responders.

Cllr French offered any help they may need.

Lisa confirmed that the finish was on the playing field and the Clerk asked for copies of Public liability and a risk assessment that he could help with if needed.

The Chair thanked them for attending and updating the council.

Mrs Janey Bache was representing the Combined sports group, Rugby, Cricket and Football who use the field and wanted to work together on a joint approach to formalise and develop the facilities, improving it for the lots of children that use it, and the Clerks help to bring the clubs together.

They wanted to look at equipment needed, to develop shared use and for grant funding. To look at drainage and lighting for more hours of use in the winter. They have received a lot of support from Matt and Andy and looking at ways of getting funding and would welcome help from a councillor with good knowledge of grants. Cllr Bodenham confirmed he would help.

The Clerk also pointed out that the group would need a confirmation letter for funding applications that confirms use for over 25 years which he can put together.

The Chair thanked Janey and it was suggested and agreed that the playing field account can be used when applying for grants.

06.1.18 Apologies for absence

Cllr Thorogood

Cllr Smith will be late from work.

Cllr Butler and Cllr Shineton. (Unitary Councillors)

06.2.18 Declaration of interests:

Disclosable Pecuniary Interests

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.

Cllr Bodenham declared an interest in **06.7.18 Financial Matters**

06.3.18 To approve the Minutes of the Town Council Meeting Monday 14th MAY 2018

Council **RESOLVED** to approve the Minutes; duly signed by the Chairman.

06.4.18 Matters arising from the minutes

Clerk's Report distributed at meeting.

Clerk's Report for June 2018 meeting

Issue with Defibrillator at Kings Arms anti-social behaviour. Defibrillator sent away for servicing, kept chasing and now back today.

Cancelled some training due to workload and urgency.



Crime group meeting went well and now have to look at information and assistance from Neighbourhood watch to help with informing Police and feedback from those reports.

Traffic calming gates were to go in 8th June, but now following week. Signed and returned section 50 permit. Attended Clerks Market Town meeting, raised concerns with Home point about lack of using local connections, also Highways about Pot Holes. From this have taken concerns from residents over social housing to Home point, informed Council and enlisted help from Unitary councillors.

Arranged consent from Shropshire Council for CCTV relay to go on Primary School chimney. Crime Group CCTV final phase now being done, with one agreed request for a letter from a local resident confirming that the one camera was not covering his private property. Project managing installation with engineers.

Meeting with Alice Croft and Cllr Brown on 6th June to go over proposals put forward for Disabled Bays and speed limits and other Highways issues.

Email sent to Shropshire clerks about Dog fouling and carrying bags as council agreed so waiting for responses. In mean time have been approaching Dog owners that are seen not to be in control of their dog and offered advice so far.

Tree damaged and fallen across path. Assisted Roger to clear urgently and contacted owner of the tree, will be meeting on site to arrange removal and raise concerns over remaining trees.

Offer of assistance from Scouts to help in the town. To arrange a meeting

Attended panel meeting for Quality status with Cllr Brown and Cllr Bodenham. Successful meeting with letter received to confirm our success.

Have quotes returned for Adult Gym equipment to assess and next step to look at funding options. Looking at other projects that we have also going on.

Had meeting with combined Sports Group to look at future projects and to talk to Town council for support.

Still ongoing issues in town requiring CCTV review, i.e. Defibrillator box opened without proper cause.

Working with Prysmian to help project manage next round of concrete column replacements.

Main focus now on Festival and moving ahead to make sure it is a success again.

Cllr Bodenham and I have done our maintenance employees appraisal for 2018.

Dealing with all day to day issues as they arise. Risk register up to date and available to view at meeting.

06.5.18 Councillors reports and items for future agendas

Cllr Hainsworth raised the issue of the Give way sign at the top of Tenbury road has now been taken away. Clerk to chase.

07.15pm Cllr Smith joined the meeting.

Cllr Goold reported he had met with the school to progress the parking issue and also attended with engineers for the CCTV, to which he was approached by a resident and told by the gentleman that he would get a petition up to stop it all and have said camera removed.

To look at a meeting with residents, school, Connexus and other agencies to look at parking issues and to ask Justin Parker to arbitrate meeting. A co-ordinated approach.

Met with Liz and Gerry Quickenden, first responder and was disgusted about the minimal amount of equipment they are given to do a volunteer job and having to buy own workwear and equipment. Making arrangements through Vicky Turner to put a presentation together at the LJC and also a presentation on the field at the Festival. If also the Clerk can contact all other Clerks to see what they do.

Cllr Brown reported that she attended a panel meeting for Quality council status with Cllr Bodenham and the Clerk but would leave to Cllr Bodenham to update as he did most of the work and would like to say thanks for all his hard work.

Have now received annual report from Market Hall and is on website. Use of Council employee to help Market Hall on next Agenda.

26th June in Kinlet is next LJC at 7pm, doors open at 6.30pm. Guest speakers on Highways and on Health. Also, can RFO arrange a finance working group meeting.

Cllr Kirkby mentioned Pot holes done on one side of A4117 but not on other.

Cllr Brown pointed out that there is a chance to question them at the LJC meeting 26th.

Cllr Kirkby has concerns over the debris on the New Bridge and the gullies are still causing an issue. Contact Highways to check not blocked.



Cllr Bodenham reported that Quality process was very useful and had questions from people on panel that don't know us. They said that we are at a high level serving the community. We went mid-level and were encouraged that we go to the next level, the highest level. Very rewarding and someone there from Derbyshire who may need us to visit.

Neighbourhood plan questionnaire now closed with 510 responses and rich in data for issues. Now getting analysis done and off to Planning consultant to do first draft which we can then put back to the community. Also, other project consultations closed now and to look at with finance committee, with priorities and help with Grant applications.

Cllr French confirmed that a local resident to the Wells Mr Smith was cleaning it up and weeding next. The Festival has a lot going on and priority there at present and go back to Wells in July but may have identified another stream to help keep water running. To look at budgeting for next year.

Flower in Memorial Gardens are looking bad, will gift some planters and look at sponsorship. Talk to Legion and Horticultural society.

Doing research into Health and Wellbeing for Neighbourhood plan and Frome in Somerset have a strategy which from 2013 to 2016 they reduced the number of admissions by 13% but the rest of Somerset rose by 29%. Looking into this further.

06.6.18 Unitary Council Reports (Cllr G Butler / Cllr M Shineton)

No reports received. It was suggested to approach Unitary councillors and get a written report if not attending.

06.7.18 Financial Matters

a) Accounts to be paid:

Shropshire Council - Wages

Cheques for payment: -

Security Wise – toilets annual maintenance charge - £105.60

J Bodenham – expenses for Festival and Neighbourhood Plan - £352.42

Hollywoods Sheds & Fencing – white traffic gates - £300.00

Start Traffic Ltd – 26 no waiting cones - £134.16

Shropshire Council – rates - £592.47

Plant-tech Hire – Mini digger - £72.00

The RFO informed the Council of the following extra payments: -

DM Payroll- Internal audit - £125

M Sheehan – mileage Reimbursements - £57.60

ORP Surveillance Ltd – CCTV - £13,028.40

S Dodd – Neighbourhood plan - £87.75

T Henderson – Electrical work - £40.00

Council **RESOLVED** that the accounts are accepted and all payments are made.

b) Review and Update Mandate for Playing Fields Bank Account

RESOLVED

c) Audit

i) Confirm no conflict of interests with PKF Littlejohn LLP

None

ii) Consider Internal Auditor's Report

RESOLVED to accept

iii) Consider and approve AGAR Section 1 Annual Governance Statements 2017/18.

RESOLVED

iv) Consider and approve Accounts and Bank Reconciliation for year ending 31st March 2018.

RESOLVED

v) Consider and approve AGAR Section 2 Accounting Statements 2017/18

RESOLVED and Duly signed

06.8.18 Planning Matters

a) New Planning Applications:

b) Decisions:

Reference: 17/04721/FUL (validated: 28/09/2017)

Address: Lodge Coppice, Mawley Oak, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PX



Proposal: Change of use of land for siting of 33No. static holiday caravans

Decision: **Grant Permission**

Reference: 18/01902/HRM (validated: 24/04/2018)

Address: Hedgerow Removals, Land to The East Of Ditton Mill Caravan Park, Doddington, Shropshire

Proposal: To remove (and replant) 4 No 10m sections of hedgerow.

Decision: **No Objection**

06.9.18 IT/ email protocol – Cllr Brown

Still waiting for information, to put on July Agenda.

06.10.18 Clee Hill Quarry workforce - Cllr Brown

Cllr Brown had conversation with Quarry manager and they were having very little interest in apprenticeships, only receiving one application. Agreed to raise with Unitary councillors and council happy to support Quarry with local colleges and schools. Meeting required with Unitary Cllrs Butler and Shineton with Cllrs Goold, French and Shropshire Council.

06.11.18 Plastics – Cllr Tysall

Separate bins

Cllr Tysall looked at options for special bins in the Town with compartments for recycling. Cost is around £700 each. Points raised were, emptying, upkeep, involving Veolia, Kit Smith and talk to Shropshire Council. Clerk to investigate.

06.12.18 Festival Update – Cllr French

Generator, marquee straps and pegs

Cllr French confirmed that banners and posters will be going up everywhere and in surrounding parishes. Have 2 marquees same as last year but need ratchet straps and pegs. Also, to look at providing a generator. **RESOLVED** to hire a generator for this year and to look into buying one for future use.

06.13.18 Newsletter – Cllr Brown

Replacement of Newsletter to report monthly in Clarion.

Cllr Brown explained that we used to put out a newsletter but proposed the council liaise with Jim at the Clarion and have a full page every month to be paid for at a reduced cost. **RESOLVED**.

06.14.18 Silent Soldier Armistice 2018 – Cllr French, Cllr Brown

No update

06.15.18 Parking Issues Update, Enforcement– Cllr French, Cllr Goold

Primary School issues, Town enforcement.

Covered earlier in meeting

06.16.18 To confirm date of next Town Council meeting

The next Town Council meeting will be held on **Monday 2nd JULY 2018**.

Meeting Closed at 20.05pm

Cheques written:

Shropshire Council - Wages

Cheques for payment: -

Security Wise – toilets annual maintenance charge - £105.60

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ORP Surveillance Ltd – CCTV - £13,028.40

S Dodd – Neighbourhood plan - £87.75

T Henderson – Electrical work - £40.00

Signed: Chairman

Date: 2nd JULY 2018