

# CLEOBURY MORTIMER PARISH COUNCIL

Minutes of the ORDINARY MEETING of the CLEOBURY MORTIMER PARISH COUNCIL held at the Market Hall on Monday 2<sup>nd</sup> March 2009 at 7.30pm.

**PRESENT** Cllr K. Reynolds (Chairman), Cllrs Mrs B. Davies, Mrs D. Brown & Messrs G. Butler, G. Carter, J Griffiths & M. Reiner.

4 members of the Royal British Legion (Messrs J. Tranter, B. Salt, T Booton & J. Hulme) were present.

## **GUEST SPEAKERS**

### MR STEWART MUMFORD – MEMORIAL GARDENS

Mr Mumford had produced a survey of the levels of the Memorial Gardens and he agreed to produce copies for interested bodies. He suggested that the best way forward would be to form a steering group who would produce a working brief. **Cllr G. Butler** suggested that the group should consist of two members from the Parish Council, 2 members from the Royal British Legion, 2 members from Cleobury Country Ltd and a representative from St Mary's Church.

**Cllr G. Butler** said he was hopeful that Cleobury Country would put £15,000 into the project and a final decision would be made next Wednesday. **Cllr G. Carter** asked Mr Mumford if the proposed work would have any effect on the walls that are adjacent to the A4117 and the Church Steps. **Cllr G. Butler** said the levels of the Memorial Garden are on different levels and asked if it would be possible to build up the levels rather than go down especially with the vaults under the surface. Mr Mumford said he would ensure the Cross was stable and couldn't move. He said he was aware of the financial constraints and he would monitor the project as he didn't want the budget to get out of control. Mr Mumford said that it would be possible to have independent support for the memorial Cross for example piling on each corner. He said the paving was not an issue and there would be no disruption to the walls. Mr J. Tranter, RBL said the Memorial Cross could be sited on a concrete raft. Mr Mumford agreed a reinforced concrete structure was one possibility. He said the readings on the base of the Cross showed that from one corner to the other it is level and from the other two corners it slopes only one and a quarter inches ie slightly leaning towards the Royal Fountain.

It was agreed that **Cllrs K. Reynolds & Cllr G. Butler** represent CMPC and **Cllr Mrs B. Davies** would act as the reserve representative.

It was suggested the steering group should meet on 30<sup>th</sup> March 2009 in the Market Hall at 5.30pm.

Mr J Tranter said he would contact Clive Blakeway, Shropshire War Memorials to see if he could attend. He said he could offer invaluable help and advice. Mr J Tranter said he would inform the Cleobury Mortimer RBL of this meeting and ask them to nominate their representatives. **Cllr G. Butler** said he would see Cleobury Country Ltd about their representatives. He also said we should seek other funding. The **Chairman** thanked Mr S Mumford and the members of the British Legion for attending and they left the meeting.

### 3.1 APOLOGIES FOR ABSENCE - None

### 3.2 DECLARATION OF INTERESTS.

All members declared a Personal Interest in Item 3.8 (b)

**Cllr Mrs D. Brown** declared Personal Interests in Items 3.3 & 3.8 (d)

**Cllr Mrs B. Davies** declared a Prejudicial Interest in Item 3.11

**Cllr G. Butler** declared a Personal Interest in Item 3.15

**Cllr M. Reiner** declared a Personal Interest in Item 3.15

#### MR ASHLEY SEYMOUR, DEVELOPMENT MANAGER, MATRIX MEDICAL.

Even though no members of the public were present it was proposed by **Cllr G. Butler** and seconded by **Cllr M. Reiner** that 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 items of business 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.

Messrs A Seymour & R. Seymour, Matrix Medical and Dr D Powick outlined their proposals for a new Medical Centre.

### 3.3 CO-OPTION OF COUNCILLOR AND DECLARATION OF ACCEPTANCE OF OFFICE AND CODE OF CONDUCT.

**Cllr M. Reiner** proposed and **Cllr K Reynolds** seconded that Mr Geoff Hainsworth be co-opted onto the Cleobury Mortimer Parish Council. **RESOLVED** (5 votes for, 1 vote against and 1 Declared Interest).

### 3.4 TO ADOPT THE MINUTES OF THE MEETINGS HELD ON THE 21<sup>ST</sup> JANUARY 2009 AND THE 2<sup>ND</sup> FEBRUARY 2009

#### MEETING HELD ON 21<sup>ST</sup> JANUARY 2009.

**Cllr Mrs D. Brown** said she was present at the meeting that was held on the 21<sup>st</sup> January 2009. The Clerk said he would amend the minutes.

It was proposed by **Cllr K. Reynolds** and seconded by **Cllr G. Carter** that the minutes with this amendment be adopted as a true record **RESOLVED** (All in favour).

#### MEETING HELD ON 2<sup>ND</sup> FEBRUARY 2009.

**Cllr J. Griffiths** said that in Item 2.5.1 he said that parking in the street at the “pinch point” from Flora and Fauna to the Tenbury Road junction was dreadful and some drivers showed no consideration for other drivers or pedestrians.

It was proposed by **Cllr Mrs D. Brown** and seconded by **Cllr M. Reiner** that the minutes with this amendment be adopted as a true record **RESOLVED** (All in favour).

### 3.5 MATTERS ARISING FROM THE MINUTES

MEETING HELD ON 21<sup>st</sup> JANUARY 2009. - None

MEETING HELD ON 2<sup>nd</sup> FEBRUARY 2009.

3.5.1 The Clerk said Mr Jones, South Shropshire District Council had telephoned him to say the Car Park in Love Lane (Agenda item 2.15) is dependant on the sale of the land and the Housing Corporation have approved the sale. Work should commence early summer. **Cllr G. Butler** said they had exchanged contracts and £176,000 was ring fenced for Cleobury Mortimer for community gain. He said this would not change under the Unitary Authority and Cleobury Country Ltd will hold this money. **Cllr G. Butler** said £15,000 is required for the CCTV scheme and to safeguard the Business Centre £70,000 will be required.

3.5.2 The Clerk said he had instructed Prysmian to carry out the work on the streetlights in Catherton Road and Furlongs Road (Item 2.5.4).

3.5.3 The **Chairman** said he was waiting for Mr Ray Mantle to contact him regarding the moles in the Cemetery (Item 2.5.5).

3.5.4 **Cllr G. Butler** said he had spoken to Veronica Calderbank to see if Parish Council's are liable to pay Income or Capital Gain Tax on monies received from the sale of land.

3.5.5. **Cllr Mrs D. Brown** asked if there had been any progress regarding the Bus Shelter. (Item 2.9). **Cllr G. Butler** said money could be available from the Community Fund. The Clerk said he would investigate this matter.

3.5.6 The **Chairman** said he had met Elaine Reece, South Shropshire Housing Association and she told him it was the tenant's responsibility to get trees lopped or felled if they are in a dangerous condition.

3.5.7 The **Chairman** said he had not heard from Mr Jordan (Item 2.14) regarding the wooden benches at Lower Inhedge and in the Cemetery.

### 3.6. PARISH MATTERS.

3.6.1 **Cllr M. Reiner** said there were two pot holes, one by the Primary School and the other is at the Langlands Road and Ronhill Lane junction.

3.6.2 **Cllr G. Butler** said the BT covers in the pavement by the Wells were cracked and needed replacing. The Clerk said he had reported the damage and they had been replaced.

3.6.3 **Cllr G. Carter** agreed to speak to Mr G Cowell to get an update on his damaged fence.

### 3.7 CORRESPONDENCE & REPORTS

REPORTS FROM DISTRICT COUNCILLORS MRS B. DAVIES & G. BUTLER.

**Cllr Mrs B Davies** said she had attended a South Shropshire Partnership meeting at Highley. She said there would be a Joint Level Committee made up of Parish Council representatives who would link with the Executive of Shropshire Council.

### 3.7 CORRESPONDENCE & REPORTS (CONTINUED)

#### REPORTS FROM DISTRICT COUNCILLORS MRS B. DAVIES & G. BUTLER.

**Cllr G. Butler** said that Cleobury Mortimer's new CCTVs will be included in a Pilot Scheme which will be monitored from Shrewsbury. He said the 3 cameras will be sited in the main street and one in Talbot Square.

**Cllr G. Butler** said the Market Town Initiative have £19,000 to spend on projects by the end of the month. He said projects must be used for economic benefit or for enhancing the town. He said with the Council's permission he would put bids in for the Memorial Cross/Garden fund, £500 for temporarily renting the Three Horseshoes Car Park, £1000 for the Youth Forum for rent for next year and to enable them to open for more hours. The Chairman suggested we could seek funding for the entrance into the Cemetery. **Cllr G. Butler** said he would put that forward.

**Cllr G. Butler** said a recent Grants Meeting had awarded £500 to the Youth Forum, £750 to the Rugby Club and £1000 to Mullers Brass Band.

#### CORRESPONDENCE RECEIVED IN FEBRUARY 2009

3.7.1 Letter from Trudy Gough, Electoral Services Officer, South Shropshire District Council confirming that no request was made to hold an election. CMPC can fill the vacancy by co-option. – *Dealt with at the February meeting – Agenda item 2.16.*

3.7.2 From South Shropshire District Council, Planning and Building Control saying they have GRANTED PERMISSION for the following Planning Applications subject to conditions.

App. No.1/08/21343/F – Erection of a balcony and a conservatory, Brockenhurst, Tenbury Road, Cleobury Mortimer – Miss F. Calderwood.

App. No.1/09/21473/CC – Renewal of temporary planning permission for siting of 4 x demountable classroom units for a further 10 years, Lacon Childe School, Love Lane, Cleobury Mortimer – Shropshire County Council.

App. No.1/08/21438/F – Erection of extensions & alterations to dwelling (revised scheme), Leander, Ludlow Road, Cleobury Mortimer – Mr N Gallier-Sampson.

App. No.1/08/21435/VC – Variation of condition 2 of planning permission 1/08/20469/F to allow amendments to previously approved extract ventilation system, 15A High Street, Cleobury Mortimer – Mr S Rahman.

App. No.1/08/21410/F – Erection of extension to ancillary domestic outbuilding, Hurst Cottage, 1 The Hurst, Cleobury Mortimer – Mr P Slingsby.

The following Planning Application has been WITHDRAWN

App. No.1/08/21428/LB – Remove existing chimney, cap off and roof over, Kings Arms, Church Street, Cleobury Mortimer – Punch Taverns – *All above for information.*

### 3.7 CORRESPONDENCE & REPORTS (CONTINUED)

3.7.3 Email from Andrew Sheldon, Shropshire Homes Ltd saying he can attend a meeting on the 18<sup>th</sup> February 2009 - *Noted*.

3.7.4 Letter from Mrs Lesley Bruton, Financial Resources Manager, South Shropshire District Council saying that all outstanding invoices should be sent to the District Council no later than the 30<sup>th</sup> April 2009 - *Noted*.

3.7.5 Letter from Keith Jones, Senior Engineer (Highways), Shropshire Council, saying the sign assembly near to 14 High Street is set back 750mm from the kerb face, the minimum allowable distance is 450mm. The clearance is more than adequate. A bus company have accepted liability after mounting the pavement and a replacement will be fabricated shortly and erected on site - *Information*.

3.7.6 Letter from Richard Thomas, Democratic Services Manager, Shropshire County Council giving details of the Local Government Reorganisation – New Electoral Arrangements. According to the information provided CMPC will not have elections before May 2013 - *Information*.

3.7.7 From South Shropshire 6 Market Towns a copy of the minutes of the meeting held on 22<sup>nd</sup> January 2009 and a copy of the “Shropshire Larger Council’s Partnership – *Copied and distributed with the agenda*.”

3.7.8 Letter from Southern Shropshire Partnership inviting two representatives to the First Southern Partnership Forum. Venues either Severn Centre, Highley on 4<sup>th</sup> March 2009 from 6.30pm to 8.30pm or Craven Arms Community Centre on 8<sup>th</sup> March 2009 from 6.30pm to 8.30pm. Form should be returned by 23<sup>rd</sup> February 2009 - *Noted*

3.7.9 Letter and DVD from Veronica Calderbank, Monitoring Officer re Members’ Code of Conduct - Predetermination and Bullying - *Information*.

3.7.10 From South Shropshire District Council’s Standard Committee a copy of the minutes of their meeting held on the 2<sup>nd</sup> December 2008 and a copy of the agenda for the meeting scheduled for the 16<sup>th</sup> February 2009 – *Information only*.

3.7.11 Letter from Shropshire Council inviting everyone to take the opportunity to visit various Roadshows throughout Shropshire. Closest venues Craven Arms (Harry Tuffins Car Park) on the 3<sup>rd</sup> March 2009, Bridgnorth (Sainsbury Car Park) on the 6<sup>th</sup> March 2009, Highley (Severn Centre) on the 13<sup>th</sup> March 2009 - *Noted*.

3.7.12 A copy of Shropshire Council’s February 2009 “Public Transport News” – *Information*.

3.7.13 An invoice from Newsquest for placing the advertisement for a Clerk in the Ludlow Advertiser – Clerk paid - £179.40 – *Will claim reimbursement with other expenses*. – *Agenda item 3.9.3*

3.7.14 Invoice from P J Contractors for installing the ten benches at various sites around Cleobury Mortimer - £1200.00 - *Agenda Item 3.9.3*

3.7.15 Email from Mr J Reynolds reporting Miss D Pearson sawing trees in the Cemetery – *Copied and distributed with the agenda*. – **Cllr G. Carter** said the problem is getting worse. He said the Cemetery is an eyesore with bags all over the place. **Cllr G. Carter** said several skips would be required to clean up the mess.

### 3.7 CORRESPONDENCE & REPORTS (CONTINUED)

3.7.16 From Shropshire Council a letter and poster of Adrian Coles MBE our locally elected County Councillor - *Noted*.

3.7.17 From Shropshire Council a letter and details re Delegation/Devolution of Services to Town and Parish Councils – Environmental Maintenance Grant – *Copied and distributed with the agenda*.

3.7.18 Letter from Mr Justin Parker, MFG Solicitor re Acquisition of land from Muller England Ltd. He has enclosed a MFG's Client Care Statement and Terms and Conditions of business. The Schedule will need to be signed by the Chairman – *Agenda item 3.15*.

3.7.19 Letter from Mrs Christine Harvey, Church Stretton Town Clerk on behalf of the South Shropshire 6 Market Towns Forum with details about the reply from Penny Spencer re concerns raised about Delegation/Devolution Agenda including participation of Market Towns in Area Partnerships. She also included a copy of Services to Parish and Town Councils re Environmental Maintenance Grant - *See Item 3.7.17*

3.7.20 Letter from Mr Justin Parker, MFG Solicitor re Acquisition of land from Muller England Ltd. He has enclosed a quotation for the cost of the searches recommended which may also be beneficial in the intended eventual disposal of the site – *Quotations handed out at the March meeting*.

3.7.21 Letter from Tom Brettell on behalf of Cleobury Country Ltd where they formally request permission from CMPC for the provision of a Visitor Information Sign at the lay-by next to the Cemetery. A quick decision is wanted so these works can take place in early March 2009 – *It was proposed by Cllr G. Butler and seconded by Cllr K. Reynolds that this Council fully supports this proposal. RESOLVED (All in favour)*.

3.7.22 Email from Prysmian saying they would get someone to attend the damaged streetlight in Simon Evans Close ASAP – *The Clerk explained a concrete streetlight column in Simon Evans Close had been badly damaged by a vehicle. He said it looked as if a metal band that was around the column was the only thing holding it up. The Chairman agreed that for safety purposes we contact Prysmian to assess the situation and take any remedial action. The Clerk said they removed the column and replaced it in a slightly different position after consultation with the neighbour. The Clerk said PC Sarah Smithson provided him with an Incident No and she said she had contacted the owner of the vehicle that had caused the damage and asked them to let CMPC have their insurance details.*

### 3.8 PLANNING APPLICATIONS.

(a) 1/09/21517/F

Application Type: Planning Permission (Full).

Proposal: Erection of extension to dwelling (revision to Planning Application 1/07/19993/F).

Location: 23, Catherton Road, Cleobury Mortimer.

Applicant: Mr. L Purchase

**Cllr G. Butler** proposed and **Cllr Mrs D. Brown** seconded that this Parish Council has **NO OBJECTION** to this Planning Application. **RESOLVED** (5 votes for, 1 abstention, 1 declared interest, **Cllr Mrs B. Davies** did not vote)

### 3.8 PLANNING APPLICATIONS (CONTINUED).

(b) 1/09/21512/F & 1/09/21513/LB  
Application Type: Planning Permission (Full) & Listed Building Consent.  
Proposal: Conversion and extension of and alterations to buildings to form 1 x additional retail unit and 4 x additional residential units; erection of a bin storage building (revised scheme).  
Location: 18 Church Street, Cleobury Mortimer.  
Applicant: Mr G Butler.

Due to Mr G Butler being a Parish Councillor, Cleobury Mortimer PC agreed it would be prudent to leave the decision of this Planning application to South Shropshire District Council's Planning and Building Control Committee.

(c) 1/09/21516/F  
Application Type: Planning Permission (Full).  
Proposal: Change of use of public house (A4) to children's day care nursery (D1)  
Location: Three Horseshoes, 53, High Street, Cleobury Mortimer.  
Applicant: Mr. S Shotton

**Cllr Mrs D. Brown** proposed and **Cllr M. Reiner** seconded that this Parish Council has **NO OBJECTION** to this Planning Application. **RESOLVED** (5 votes for, 1 abstention, 1 declared interest, **Cllr Mrs B. Davies** did not vote)

(d) 1/09/21550/TC  
Application Type: Tree Works (Conservation Area).  
Proposal: Felling of 12 Leylandi and 1 unidentified tree.  
Location: Redthorn House, Lion Lane, Cleobury Mortimer.  
Applicant: Mr. Jon Bodenham

**Cllr K. Reynolds** proposed and **Cllr G. Butler** seconded that this Parish Council has **NO OBJECTION** to this Planning Application. **RESOLVED** (4 votes for, 1 abstention, **Cllr Mrs D. Brown** declared a Personal Interest, **Cllr Mrs B. Davies** did not vote)

(e) 1/09/21571/AD  
Application Type: Advertisement Consent.  
Proposal: Display of an externally illuminated fascia sign.  
Location: Cleobury Fish Bar, 25 High Street, Cleobury Mortimer.  
Applicant: Mr. M Gorcerili

**Cllr G. Butler** proposed that this Council has **NO OBJECTION** to this Planning Proposal providing the externally illuminated signs are controlled by a mechanism that automatically switches off at 11.00pm. This was seconded by **Cllr K. Reynolds**. **RESOLVED** (All in favour except **Cllr Mrs B. Davies** who did not vote)

### 3.9 FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENT.

	£
3.9.1 Eric Mark (Clerks Salary)	333.40
3.9.2 HM Excise & Revenue	48.40
3.9.3 Eric Mark (Clerks Expenses)	244.21
3.9.4 Cleobury Country Ltd. (Photocopying)	8.88
3.9.5 P J Contractors	1200.00

### **3.9 FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENT (CONT.)**

The Clerk explained that the reason the Clerk's expenses (Item 3.9.3) were so high was because it included payment for the advertisement for a new Clerk.

**Cllr K. Reynolds** proposed that all accounts be passed for payment. This was seconded by **Cllr Mrs D. Brown**. **RESOLVED** (All in favour)

### **3.10 TO CONSIDER THE LOCATION OF A SITE FOR A MEMORIAL BENCH (CLLR G. BUTLER).**

**Cllr G. Butler** said Mr Cartwright told him a bench in memory of Mavis Cartwright had been purchased and would install it wherever the Council wanted it sited. It was agreed a suitable place would be by the Bus Stop or outside 17 Church Street.

### **3.11 WORCESTER BUS (CLLR MRS R. LLOYD)**

As **Cllr Mrs R. Lloyd** was not present this Item was postponed.

### **3.12 VINES PASSAGE.**

The members said they thought this passage had been closed to the public for so long that it could not be made a Right of Way. **Cllr G. Carter** said he would have a word with Lucy McFarlane but he didn't think it was worth pursuing.

### **3.13 MOTION "THIS COUNCIL APPROVES OF MR A GUEST CARRYING OUT THE AUDIT FOR THE FINANCIAL YEAR ENDING 31<sup>ST</sup> MARCH 2009. THEY ALSO AGREE THAT THE PRESENT CLERK, MR E MARK ASSISTS IN THIS PROCEDURE".**

**Cllr Mrs B. Davies** proposed and **Cllr G. Butler** seconded that this Council **SUPPORTS** this motion. **RESOLVED** (All in favour).

### **3.14 STORAGE OF OLD FILES.**

The Clerk said he had boxes of Old Files and he thought storage for the new Clerk could be a problem. The members discussed the possibility of using the Small Office in the Market Hall as a Council Office but that was not likely to be available until the end of the year. The Clerk said he would discuss the matter with the new Clerk and if necessary he would keep them until the New Year.

### **3.15 TO SIGN THE MFG SOLICITORS SCHEDULE**

It was proposed that the Chairman and Vice-Chairman should sign the schedule on behalf of Cleobury Mortimer P.C. **RESOLVED** (All in favour). The members agreed that they wished to go out to tender but decided that they should get a price guide from three agents. The members agreed to approach Savills, Halls and Farlow Estates as the next stage in the process of acquiring the land. **Cllr G. Butler** proposed and **Cllr G. Carter** seconded that the wording for a guide price should state "The 1.09 acres of land is to go out to tender and terms and conditions should state that the site is for use for Community Gain" (All agreed).

### **3.16 APPLICATIONS FOR THE POSITION OF CLERK AND PROCEDURE FOR SELECTION.**

It was agreed that an Interview Panel consisting of **Cllrs Mrs B. Davies, Mrs D. Brown, G. Butler** and **K. Reynolds** should meet at the Market Hall on the 10<sup>th</sup> March 2009 at 10.00am to consider the CV's that applicants have sent in and to select candidates for an interview.

Meeting Finished at 10.15pm

SIGNED            K. Reynolds (CHAIRMAN)

DATE 6<sup>th</sup> April 2009