

CLEOBURY MORTIMER PARISH COUNCIL

MINUTES of the Cleobury Mortimer Parish Council held at the Market Hall on Monday 5th December 2011 at 7.00 p.m.

ORDER OF BUSINESS

PRESENT: Cllr S Thorogood (**Chairman**), Cllr M Reiner (**Vice Chairman**), Cllr G Hainsworth, Cllr D Brown, Cllr G Butler, Cllr K Reynolds, Cllr B Davies, Cllr J Griffiths.

Clerk: Mr M Sheehan

Public: 18 public.

0.12.0 Apologies for absence

Cllr K Woodfield Reason: Working

0.12.1 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 2007”

Cllr K Reynolds Item 0.11.7b) Planning 11/04519/FUL Personal

Cllr D Brown Item 0.11.7b) Planning 11/04519/FUL Personal

Cllr B Davies Item 0.11.7b) Planning 11/04519/FUL Personal

0.12.2 Democratic 15 Minutes Public Time

Residents are invited to give their views and question the Parish Council on issues on **THIS** agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

Mrs Penny Mumford made the point that although the planning ref 11/04519/FUL at SHW Containers in New Road has been revised, the following concerns were not resolved..

Design and Access, High Density Access, 43 Parking places, No footpath New Road for increased pedestrians, Site sloping in Grove Meadow below Box Factory three storey buildings will overlook them.

A plan showing the way the properties would be overlooked was presented to the Parish Council.

Mrs Wall from Rockley Bank raised concerns over the proposed new entrance.

The owner of Old Tree cottage which is situated next to the Box Factory explained a public right of way and surprised the owners did not contact him.

Cllr B Davies said that a council could attend any meeting to give an extra voice and proposed that it be moved up the agenda and discussed early.

This was seconded by Cllr G Butler, Voted all in favour **RESOLVED.**

Cllr S Thorogood made everyone aware of the amended application, bringing the number of houses down from 27 to 22.

There was a short discussion about the possibility of an access off the A4117.

Also discussed was the fact that adjacent to the Box factory, planning for homes from Cox's Homes which was refused 5-6 years earlier due to access and if this went through, then they could apply again. This would have a large impact on the infrastructure and traffic.

A site visit was agreed and proposed a visit on Wednesday 7th at 3.30pm.

Clerk to arrange.

0.12.3 To adopt the minutes of the Meetings held on the 7th November 2011

Proposed by Cllr G Hainsworth and seconded by Cllr D Brown that the minutes are a true record. Voted 5 in Favour 3 Abstained. **RESOLVED.**

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0.12.4 Matters Arising From the Minutes

a) Progress Report – for consideration (Distributed to Councillors at or prior to meeting)

From Minutes of the meeting of Cleobury Mortimer Parish Council held at the Market Hall on Monday 7th November 2011 at 7.00 p.m.

Clerks Progress Report – for consideration

Please note that the Clerks daily work and correspondence sheet is always available.

- 1) The Remembrance garden railings were repaired before Remembrance Day, however it was subsequently damaged and had to be done again.
Have left message with the Architect over concerns.
As well as this the Church steps were done at the same time because they were dangerous with pieces missing.
- 2) A subcommittee meeting of the Historic Core has taken place with the Church group and the new Notice board has been agreed for a local firm to build. Other projects are ongoing which Councillors will report on.
- 3) Two streetlights, Ronhill Lane and Church walk have no power but have submitted all paperwork and is now in hand to be done.
- 4) Streetlight in the walkway from Steeple close has been identified by our engineers as dangerous and have costs to replace. Need go ahead by council
All other streetlight problems are repaired quickly once identified by me, or reported
- 5) planning notifications replies have changed as now have had to register on website and find Individual planning application and submit comments on line.
Have provisionally booked two replacement trees from Shropshire council, at no cost, to replace the two cut down. Need to know what type required.
- 6) Have made request from Morgan's solicitors in Ludlow for any Deeds held so can see exactly what the Parish Council do own and get the asset register up to date.
Need to confirm deeds for Parish Hall and Playing Fields for ownership issues for future responsibility as have conflicting verbal accounts of ownership.
- 7) Have more and more electorate visiting the office with anything from Citizens advice to reporting problems.
- 8) Still chasing road markings like Disabled bay outside chemist. Have been agreed but contractors can only do it when road is dry.
- 9) Assisted Bowling Club Committee with forms for Community Amateur Sports Club registration.
- 10) Laptop started playing up and had to take to Ludlow for re instillation of software. Need to purchase an external drive to store information, as well as backing up on disc.
- 11) Parking review maps have been received from Highways and subcommittee now have to meet and decide way forward.
- 12) Waiting for Steve Brown to confirm New Toilets plans are correct before moving forward to put together information for tenders.

There may be other items that have been dealt with on a daily basis but the Daily Correspondence sheets I fill out are always available.

Upcoming events notified to clerk.

Public Meeting re Olympic Torch, Market Hall 9th Dec at 7pm
Feb 12th 2012 Snow drop Walk Mawley Hall 11am to 4pm. Friends of St Mary's
May 13th 2012 House and Gardens at Mawley Hall Open 11am to 4.30pm.

0.12.5 Councillor's reports and Items for future Agenda

Cllr B Davies raised concerns that more lighting is required in the Talbot Square.

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Cllr M Reiner said he had received a letter from Mrs Sidaway which was read out, asking for financial support for youth leaders to gain PSV Licences.

Cllr G Butler raised the fact that the cost would be around £3,000.

It was agreed to put on the Next Agenda.

Cllr G Butler urged as many councillors as possible to attend meeting in Shire Hall on 8th.

Cllr J Griffiths asked Clerk why he received a hard copy of an e-mail in his pack that was from November.

The Clerk explained that it was sent to his Parish Council e-mail address, which he has access and that that all councillors agreed in October 2010 to have. Also he would not send councils e-mails to a farm e-mail address for anyone to read, also as it was of importance it was printed for the packs.

The Clerk pointed out that he gets a lot of e-mails and to print them all off and send daily would cost too much.

There was a discussion about more e-mails now and less paper.

Cllr G Butler explained that as documents were not stamped anymore, more things are being sent electronically and we may need a projector and screen in the future.

Cllr B Davies said it is a dictatorship at our cost.

Cllr G Butler explained that it costs £12.86 each time and we have to look at the best spend of Council Tax.

0.12.6 Correspondence & Reports

(Clerks update)

The Clerk went through the report.

0.12.7 Planning Applications

a) **PLANNING REFERENCE:** 11/05022/FUL

DEVELOPMENT

Installation of a maximum 4kWp solar PV array comprising

PROPOSED:

20 panels to the east end of the south elevation of the Church Hall.

LOCATION:

Methodist Hall, Lower Street , Cleobury Mortimer
Shropshire DY14 8BN

OS REFERENCE:

367498 – 275888

APPLICANT:

Rev Helen Roberts

After some discussion Cllr G Butler proposed No Objection, seconded by Cllr M Reiner, voted 1 Against, 1 Abstained 6 in favour **RESOLVED.**

b) **PLANNING REFERENCE:** 11/04519/FUL

DEVELOPMENT

Residential development of twenty seven, 2 ,3 and 4

PROPOSED:

bedroom terrace and end terrace domestic dwellings
Following removal of existing containers; formation of
New vehicular and pedestrian accesses and associated car
Parking and landscaping.

LOCATION:

S H W Containers (Horticultural) Ltd, New Road, Cleobury Mortimer,
Shropshire DY14 8AN

OS REFERENCE:

367628 – 276138

APPLICANT:

Roberts Way Development

See Amended Application.

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c) **PLANNING REFERENCE:** 11/05194/FUL

DEVELOPMENT PROPOSED: Remove one section of glazing on both North and East elevations and replace with one aluminium weather Louvre on both North and East elevations.

LOCATION: Telephone Exchange, High Street , Cleobury Mortimer
Shropshire

OS REFERENCE: **367054 – 275721**

APPLICANT: Mr Rick Edwards

After some discussion Cllr B Davies proposed No Objection, seconded by Cllr G Butler, voted all in favour **RESOLVED.**

d) To consider any other planning applications received after the issue of the Agenda (To be notified at meeting)

PLANNING REFERENCE: 11/05345/FUL

DEVELOPMENT PROPOSED: Erection of a detached 4 bedroom dwelling.

LOCATION: Land at 4 Castle Hill, Cleobury Mortimer, Shropshire DY14 8DA

OS REFERENCE: **367331 – 271861**

APPLICANT: Mr & Mrs Rob Ireland

Cllr B Davies raised the point about access and after some discussion Cllr M Reiner proposed No Objection as long as Highways and Conservation Officers are ok and the Historic part is taken into consideration. This was seconded by Cllr G Hainsworth Voted 1 Abstained 3 Against 4 in Favour **RESOLVED.**

PLANNING REFERENCE 11/04519/FUL

Erection of 22 dwellings; formation of new vehicular and pedestrian accesses and associated car parking and landscaping (existing containers to be removed) (READVERTISED - REVISED SCHEME)

LOCATION: S H W Containers (Horticultural) Ltd, New Road, Cleobury Mortimer, Shropshire, DY14 8AN.

This was discussed earlier and it was agreed to do a site visit.

0.12.8 Financial Matters and Accounts for Payment.

	£
a) 12.8.0 Employees salaries	1034.08
12.8.1 HMRC PAYE Tax and NI	240.16
12.8.2 Western Power (Streetlight Make Safe)	348.41
12.8.3 R.M. Price (Repairs to Railings and Church Steps)	325.00
12.8.4 S.L.C.C. (Annual membership subs)	140.00
12.8.5 Shropshire Council (PAYE Admin)	25.00

(Plus anything received after publication of Agenda)

Cllr G Butler proposed that all payments correct and to be paid, Seconded by **Cllr G Hainsworth**. Voted all in favour. **RESOLVED.**

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b) Market Hall Payments

NONE

Cllr K Reynolds asked why the payments are not on the public agenda in full.

The Clerk explained that there was no need as it is always in the public minutes on the website and at the library when agreed, but has no problem with it.

Cllr K Reynolds then proposed that all payments be posted, seconded by Cllr J Griffiths, voted 6 in favour 2 abstained. **RESOLVED.**

0.12.9 Precept and Budget (Cllr D Brown)

Discuss and agree Precept for 2012 to 2013.

Cllr D Brown said that a three hour meeting with herself and Cllrs M Reiner, G Hainsworth as well as the Clerk and had prepared a draft budget and precept proposal.

Cllr K Reynolds said he had some issues with the draft budget.

He started by proposing that the Clerk has a time and motion study which was seconded by Cllr J Griffiths.

Cllr D Brown explained that the Clerk has rights as an employee.

Cllr G Butler said that the Clerk could feel bullied, also need to look at contract of employment and may have to get a new employee for new toilets.

Cllr S Thorogood said we could deal with it.

Cllr G Butler said there would be cost implications.

Cllr S Thorogood said it could cost approximately £5,000 and it would be subject to a meeting with the clerk.

Cllr M Reiner said he was totally against it.

Cllr J Griffiths demanded to know what the clerk was whispering to the Chairman and suggested there was secrecy.

The Clerk explained that this was standard practice ,as with the previous Chairman that from time to time it was necessary to work with the Chairman, to facilitate the smooth operation of the meeting, but at the same time ensuring the other Councillors were not interrupted.

The Clerk requested it be noted in the minutes, that he felt intimidated by Cllr J Griffiths.

Cllr D Brown moved the discussion on by explaining that all the figures were just suggestions.

The contingency of £30,000 was agreed to put on January 2012 agenda to be discussed.

Cllr D Brown continued to explain what she had been told about the ownership of the Parish Hall.

Cllr K Reynolds said it was purchased by the Odd fellows.

Clerk to look into.

The money of £5,000 budgeted for the wells was discussed and explained that something needs to be done.

Cllr G Butler explained that the £5,000 for Cleobury Economy is used to support local businesses and the Historic Core project could be a part of that.

Cllr K Reynolds proposed to put the Precept down to £25,000 which started a discussion raising the following points.

Keeping it the same would bring it down anyway with more houses and inflation at 5.4%.

The Clerk explained that it would be better to keep it the same not knowing what further costs like toilets, we will have to provide and pay for, than to put it down and then have to increase it in the future.

Cllr M Reiner proposed to leave it at £33,000, same as last year.

Cllr K Reynolds discussed the possibility of a bandstand, to which Cllr G Butler explained that it cannot be put on a closed churchyard, it is at the discretion of the Diocese.

The Chairman said we have two proposals.

Cllr K Reynolds proposed precept at £25,000 seconded by Cllr J Griffiths, voted 2 in favour 1 Abstained , 5 Against.

Cllr M Reiner proposed leave same as last year at £33,000, seconded by Cllr G Hainsworth, voted 5 in favour, 2 Against, 1 Abstained. **RESOLVED.**

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0.12.10 Cemetery (Cllr M Reiner)

Cllr M Reiner informed the council that the clerk had made initial discussions with a view to extending the Cemetery.

Cllr D Brown said that a meeting will be set up in the new year, with the Evans family and if any other councillor would like to attend, to let her know. Also would seek advice before first meeting. Cllr G Butler agreed that with Cleobury growing and more people buying plots it might take a few years to sort out extending it.

Cllr D Brown proposed a meeting with Sue Evans and the family to open negotiations, seconded by Cllr M Reiner, voted all in favour **RESOLVED**.

a) Adoption of Rules and Regulations.

Proposed to adopt the new Rules and Regulations for the Cemetery, seconded by Cllr D Brown, voted all in favour, **RESOLVED**.

b) Replacement Trees. (Clerk)

The Clerk explained that with the diseased trees being cut down in the Cemetery, he had taken advantage of free trees from Shropshire Council but need to know what sort to order.

Cllr G Butler said that a plaque could also be put on the tree to celebrate the Queens Diamond Jubilee and proposed 2 Copper Beech, seconded by Cllr M Reiner, voted 7 in favour 1 abstained. **RESOLVED**.

0.12.11 Bus Stops (Cllr S Thorogood)

Need for identified bus stops due to complaints received.

The Clerk explained that he had received complaints from parishioners that the bus drivers varied where they would stop by the Catholic Church and were sometimes abusive to passengers. After work he visited the bus depot in Kidderminster to voice concerns and was assured that the drivers would be talked too but a meeting was required to properly identify the bus stop with designated signs. This involved a meeting with Shropshire Council, Highways, Police, Parish Councillors and the Bus Company.

Cllr G Butler proposed the bus stop Subcommittee could take it on, seconded by Cllr D Brown voted all in favour **RESOLVED**.

Cllr B Davies raised the point of keeping the bus shelters clean.

Cllr G Butler said we could talk to the bus company and the future toilet caretaker, when appointed. He also raised the point of the Bus stop at Mawley being overgrown and as it was shared with Neen Savage would talk to Dot to put on their Agenda and could split cost.

0.12.12 Clarion Update for Parish Council (Cllr S Thorogood)

(Monthly half page in Clarion to keep Electorate up to date.)

Clerk explained that the editor of the Clarion Jim Reynolds, had offered the Parish Council half page every month.

It was raised that information would get out to the public with over 800 copies going out.

After a short discussion Cllr G Butler proposed to accept the offer, seconded by Cllr G Hainsworth, voted 5 in Favour, 3 Against **RESOLVED**.

0.12.13 Streetlights (Cllr G Hainsworth)

a) New streetlights requested.

Cllr G Hainsworth said he had a request for a streetlight in the start of the Tenbury road and explained the savings in new streetlights being LED lights.

Cllr G Butler proposed a Sub Committee for streetlights and the following volunteered.

Cllr G Hainsworth, Cllr M Reiner, Cllr D Brown and Clerk with Cllr S Thorogood as a reserve. Voted 6 in favour 2 Abstained. **RESOLVED**.

c) Agree Steeple Close walkway replacement light.

Clerk explained that the he had an engineer look at the light and it was considered unsafe and required replacing, so he needed the agreement of the council to order.

Cllr G Hainsworth proposed it be done, seconded by Cllr G Butler, voted all in favour, **RESOLVED**.

0.12.14 E-Mail Addresses (Cllr S Thorogood)

Need for councillors to keep up to date.

Cllr S Thorogood said that it was agreed that we all have Cleobury.org e-mails and there is an ever more need to keep up with information sent around. It was also difficult to check 2 e-mail addresses.

Cllr S Thorogood proposed that for council business we all use the .org e-mail, seconded by Cllr G Hainsworth, voted 6 in favour, 2 against **RESOLVED**.

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0.12.15 New Toilets (Cllr S Thorogood)

Look at quickest way forward to get built and in service

Cllr G Butler said that he had talked to Steve Brown from Shropshire Council to check that the plans for the new toilets are checked with Property Services to make sure they are correct. This should be done by Xmas.

Also because we are using public money we should appoint an architect to oversee the project. A short discussion to name various people to approach. Look into for next Agenda.

0.12.16 Agree the date and time of the next meeting.

(9th January 2012 at 7pm)

Noted and agreed by councillors.

Cllr B Davies asked that Olympic Torch be put on next Agenda.

At this point Cllr G Butler proposed to remove press and public and move into closed session, seconded by Cllr G Hainsworth, voted all in favour **RESOLVED.**

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.

0.12.16 Employee issues (Cllr S Thorogood)

a) Sub Committee for Parish Council Employees.

(Discipline, Grievance, Employee Appraisals, Deal with all Issues)

A subcommittee was requested by Cllr S Thorogood, asking all councillors for volunteers to deal with all employee issues, as the Parish Council has 2 employees at present and could have more in the future.

Cllr G Butler, Cllr G Hainsworth, Cllr S Thorogood and Cllr D Brown volunteered.

Cllr G Butler proposed that those councillors are the subcommittee for all employee issues, making decisions and acting on behalf of the Parish Council, seconded by Cllr G Hainsworth, voted all in favour, **RESOLVED.**

b) Correspondence received by Clerk.

The Clerk asked that as the correspondence was from a councillor's wife, would that councillor like to declare an interest. No declaration was received and the councillor remained present. The points raised in the received correspondence were discussed about the toilets being closed and the Medical Centre outcome.

It was discussed that the letters and e-mails received were vexatious and insulting and that the council had a duty of care to the Clerk.

Cllr D Brown proposed for any correspondence from this person, that the Clerk acknowledge receipt which has been duly noted and filed for future reference.

Also when the Clerk has his appraisals it can be reviewed as how to proceed.

MEETING CLOSED AT 9.50pm

SIGNED (CHAIRMAN) DATE