

Cleobury Mortimer Parish Council

Cleobury Mortimer Parish Council meeting held on Monday 2nd April 2012 at 7.00pm at the Market Hall, Cleobury Mortimer.

Present: Cllrs S Thorogood (Chairman), G Butler, G Hainsworth, M Reiner, D Brown, B Davies, K Reynolds.

Locum Clerk: Mrs F Morris

Parishioners: 24

Chairman explained that Clerk Mr M Sheehan had been signed off sick for a month and Mrs Freda Morris had agreed to stand in. **RESOLVED that this was acceptable to Councillors.**

0.04.0 Apologies for absence

Cllrs K Woodfield and J Griffiths both work commitments. **RESOLVED to accept these apologies.**

0.04.1 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"

Name	Personal	Prejudicial
Cllr G Butler	0.04.7a Planning application 0.04.9 Parking review update 0.04.14 Toilets 0.04.20 Guest Speaker Parish AGM	0.01.7a Planning application 0.04.9 Parking review update 0.04.14 Toilets 0.04.20 Guest Speaker Parish AGM
Cllr S Thorogood	0.04.7 Planning application	
Cllr M Reiner	0.04.7 Planning application	
Cllr K Reynolds	0.04.7 Planning application	

0.04.2 Democratic 15 Minutes Public Time

Parishioners were invited to address the Council and the following items were raised:

- Jenny McCrorie expressed her concern that no reply had been received from the Parish Council regarding the letter sent on 5th March regarding a funding application and also renting the downstairs room at the Market Hall for 20 hrs. Chairman explained that the Clerk was off sick but would try to find out the answers for next meeting.
- Jenny McCrorie expressed concern at the lack of dropped kerbs in the area of Ronhill/Primary School/Cleobury Country/Lacon Childe School which made it difficult for disabled people etc. After discussions it was agreed that a meeting would be arranged with Cllr Hainsworth and Jenny to look at the problems and report back. Cllr Butler suggested that this could be put into the Place Plan in September/October. Cllr Davies pointed out that the Disabled Access Group at Ludlow would welcome this information.
- Rachael Neaves – Chair, sub-committee of play park commented on the proposed sign for the play area and suggested that the sign should contain wording such as: Opening hours/age/equipment /8pm closing time/no dogs/no smoking, drinking, glass bottles and asked if the PC could help with the costs of the sign. If the PC are happy to support this then she would obtain 3 quotes. Chairman confirmed that this would be dealt with later as this item was on the agenda.
- Tricia Bodenham pointed out that a letter asking questions had been sent to the Clerk regarding the parking/transport review under the FOI but had not received a reply. Tricia also asked if the PC anticipated holding a separate meeting regarding the parking or would this part of the Annual Parish meeting. Chairman pointed out that this was on the agenda and would be dealt with later.
- Carol from 3 Church Street commented regarding the parking and also that in the Place Plan the provision of a new car park was mentioned. Cllrs confirmed that this was the new car park opposite Tuffins. It was also noted that in the February minutes it stated that affected residents would be sent a letter regarding the parking restrictions but she had not received a letter. As the Clerk was off this could not be answered but would be looked into.

0.04.3 To adopt the minutes of the Meetings held on the 5th March 2012:

It was **proposed** by Cllr Hainsworth and **seconded** by Cllr Reiner that **the minutes be accepted and signed as a true record**. Cllr Reynolds abstained from voting. **RESOLVED** that the **Chairman sign the minutes**.

0.04.4 Matters Arising From the Minutes

a) Progress Report from Clerk:

Chairman read the following report which had been circulated to Cllrs prior to the meeting:

1. Plans for the new toilets are being reviewed and are pushing ahead.
2. After a call from the public last year, the Parking Review is producing some useful comments, which have been put in a folder in the Clerk's Office to be reviewed and asked for further comments to be sent in.
3. Some people are still parking on the zig zags outside The Talbot which is causing problems.
4. Problems in the Play Area and Memorial Gardens in the evenings with broken glass and dog mess but are working with the Police to address the issues. These may have to be closed after a certain time. Dog mess by the market Hall is a major problem for children at the playgroup – this can cause blindness!
5. A complete review of the Parish Council assets has highlighted some issues. Letters have been sent to Solicitors and Banks asking if they hold any documents.
6. The CCTV is moving on with power supplies being connected.
7. The tarmac that was put down in Church Street instead of a slab is continually chased to be put right. Contractors are now waiting for same slabs. **Cllr Butler confirmed that the slab had been done today!**
8. Letters for the Annual Parish meeting on Wednesday 18th April 7pm in the Market Hall have gone out to different organisations in Clebury Mortimer including Police, Schools, Parish Hall, Playing Fields etc. Keith Barrow, Leader of Shropshire Council, has been booked as the guest speaker. All are welcome to attend.
9. Concern had been expressed regarding the missing 'Welcome to Shropshire' on the road to Clows Top – it will be replaced in due course.
10. Big Tidy Up litter picks. Please let Clerk/Cllrs know where litter is bad.
11. As a result of meetings with Highways and Western Power the streetlights in Church Walk and Steeple Close will be done on 28th March. Western Power have pencilled in the earliest date of April 2nd to connect them, Please be aware that the Church Walk will be having the underground cables put in, so the path may be closed for a couple of days and suggested that Cllrs passed this message on to parishioners. **Cllrs confirmed that the lights are in and waiting to be connected.**

Cllr Davies asked if a telephone number could be obtained from the Clerk as who to ring when street lights are off. Cllr Brown thought that Matt emailed this in and Cllr Hainsworth offered to take on this task while Matt was away – **all agreed**.

Cllr Reynolds queried the accuracy of the minutes on page 3 following point 18 and also the omission of a comment he had made**

** At this point Cllr Butler declared a prejudicial interest and left the room.

Other Cllrs confirmed that Cllr Reynolds had made the comments.

Locum Clerk pointed out that the minutes had been signed off as a true record and this should have been mentioned when proposers were asked for the confirmation of the minutes.

Cllr Reynolds pointed out that he had abstained from voting and that he had concerns raised from parishioners.

Locum Clerk pointed out that he should have raised these before the minutes were signed and suggested that if he had a query from a parishioner then this should be put on the agenda for next month.

Advice from Locum Clerk accepted.

Chairman pointed out that no meeting had been held with Mr Harper.

Parish Council Standing Orders are not up to date – will be discussed later on the agenda.

Cllr Butler was called back into the meeting.

Cllr Butler **proposed that item 0.04.9 be brought forward in order that parishioners could listen to this and then leave if they so wished**. This was **seconded by Cllr Hainsworth and RESOLVED to move this item forward**.

0.04.9 Parking Review Update (Cllr S Thorogood):

Cllr Butler declared a personal/prejudicial interest as he owns property on the High Street, Clebury Mortimer and left the room.

Chairman confirmed that there had been lots of responses and the PC is open to suggestions/ideas from the public but the PC is not suggesting anything.

Cllrs were asked to approach the Chairman/Clerk to look at this.

Cllr Hainsworth proposed that standing orders were suspended in order to gauge the views of the public present. This was seconded by Cllr Reiner and RESOLVED to allow the public to speak (7.35pm).

Comments made were:

Jenny McCrorie – Asked that a whole section on the Parking Review be added to the Parish Plan questionnaire which will go out to each household.

Marian Martin – Lives outside the parish but felt there is not enough parking available when visiting Cleobury – please bear this in mind. If people turn up to the Parish Plan meeting other things might spark off other interests. It was asked if there was a deadline – no deadline this is just a PC consultation to test the water.

SC will help implement ideas.

No Policing at present.

April 11th next Parish Plan meeting to be held at the Market Hall 7pm.

Cllr Hainsworth pointed out that this was up to the public to decide working with the Parish Council.

Standing Orders reinstated at 7.45pm. Cllr Butler was called back into the meeting.

0.04.5 Councillor's reports and Items for future Agenda:

Cllr Butler had attended a Governors meeting at the Primary School and a formal response regarding the playing field was questioned. Mr Price had now been instructed to mow the grass but a formal response is required by the school regarding whether the PC will be mowing the grass. This will be put on the next agenda.

Cllr Butler commented that the manhole was overflowing outside the Market Hall which needs attention.

SC has put plans in place to supply water if own water supplies/wells dry up.

Cllr Hainsworth had attended the event – Rural/Affordable Housing and had leaflets to hand if required.

0.04.6 Correspondence & Reports

Chairman read out email from Lacon Childe Estates co-ordinator regarding the mis-use of the car park with up to 12 cars there some nights and rubbish being left. Love Lane and Langlands Road is also being used as a raceway into the early hours and a car has also been dumped in a bus parking space with no tax displayed. This has been reported to the Police who consider this to be a private car park. ***Noted receipt of email.***

Cllr Reiner reported that he had planted the 2 new trees in the cemetery which the PC had agreed to.

Cllr Davies reported on the untidy state of the cemetery – bottles etc and the paths need tidying. Cllr Reiner pointed out that he had recently swept the paths and the entrance.

It was agreed to put this on the next agenda and perhaps set up a working party to tidy this up.

Locum Clerk asked if the PC were part of the SC Lengthsman Scheme but they are not.

Cllr Hainsworth reported that the dry stone wall on the Tenbury Road has been targeted by vandals as the cement is crumbling and the stone is being thrown across the road and onto the car park. It was agreed to write to the owners Robtech and ask them to repair the wall.

0.04.7 Planning Applications

a) **PLANNING REFERENCE:** 12/00284/FUL

DEVELOPMENT Erection of 1no. 50kW wind turbine with a hub height of

PROPOSED: 29.6m and 3 no. blades and all associated works

LOCATION: Mawley Town Farm, Cleobury Mortimer, Shropshire, DY14 8PJ

OS REFERENCE: 368644 – 276197

APPLICANT: Mr A Robinson

Cllr Butler declared a personal/prejudicial interest as he has worked with the applicant on the Market Towns Regeneration and left the room.

Cllr Thoroqood declared a personal interest as neighbour of the applicant.

After discussions regarding height, visibility of the turbine **Cllr Reiner proposed that he had no objections to this application, this was seconded by Cllr Hainsworth. A vote was taken 3 for, 3 abstentions.** Clerk will confirm 'no objections to the application' to SC.

b) **PLANNING REFERENCE:** 12/00782/OUT

PROPOSED TREE WORKS: Outline (layout) application for the change of use from Agricultural land to commercial land to include formation of vehicular access and hardstanding.

LOCATION: New House Farm, Tenbury Road, Cleobury Mortimer,
Shropshire, DY14 8RD

OS REFERENCE: 367006 – 275326

APPLICANT: D,M,A & R Robinson

Cllr Butler declared a personal/prejudicial interest as per the previous application and was left out of the room.

Cllr Davies heartily supported this application and **proposed that this be supported, this was seconded by**

Cllr Reiner. All agreed.

Cllr Butler was called back into the room.

c) **PLANNING REFERENCE:** 12/00868/FUL

DEVELOPMENT Erection of a three bay timber garage with first floor storage area.

PROPOSED:

LOCATION: East Lodge, Prizeley, Shropshire, DY14 8PT

OS REFERENCE: 369663 – 275558

APPLICANT: Mr & Mrs P Underhill

Councillors commented that there had been a lot of alterations to this property over the years but had no objections to the application. **Proposed that the PC support this application by Cllr Davies, seconded by Cllr Brown. All agreed.**

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

PLANNING REFERENCE: 12/00982/FUL

DEVELOPMENT Erection of entrance canopy

LOCATION: Dudnill Bungalow, Cleobury Mortimer, Shropshire, DY14 0DH

OS REFERENCE: 364828-274643

APPLICANT: Mr and Mrs Iain Woolley

Councillors had no objections to these plans. **Proposed by Cllr Brown, seconded by Cllr Reiner. All agreed.**

0.04.8 Financial Matters and Accounts for Payment.

	£
a) 01.8.0 Employees salaries	1033.88
01.8.1 HMRC PAYE Tax and NI	245.36
01.8.2 Market Hall (Use of Toilets)	200.00
01.8.3 J McGrath Skips (Cemetery)	118.20
01.8.4 Clerks Reimbursements (Jan-Mar 2012)	54.42
01.8.5 Npower Ltd (received after issue of agenda)	1568.45

Proposed by Cllr Butler, seconded by Cllr Hainsworth that these cheques be signed. All agreed.

Payments received

01.8.5 Cemetery 485.00

(Plus anything received after publication of Agenda)

b) Market Hall Payments

Locum Clerk pointed out that the Audit papers had been sent out and that the accounts have to be signed off by the PC by the 30th June so therefore the Internal Audit needs to be completed before this date.

Insurance renewal is due 1st June – paper work due to be sent out after the 16th April.

0.04.10 Parish Hall Management Committee (Cllr S Thorogood):

To confirm Councillor for coming year - usually agreed at May AGM.

Cllr Hainsworth offered to represent PC. **RESOLVED that Cllr Hainsworth offer be accepted.**

0.04.11 Play Area & Memorial Gardens Signs (Cllr S Thorogood)

Play Area:

Rachel Neeves had spoken in parishioner's time. After discussions regarding the wording on the sign in particular whether it should state 8.30pm or 'dusk' closing time it was agreed to seek advice from PC Sewell and a working group of Cllrs Reynolds, Hainsworth and Reiner was agreed to move this project forward. 3 quotes should be obtained for the signs and brought back to next PC meeting.

Memorial Gardens:

The British Legion are willing to lock/unlock the gates but concern was expressed that if the gates are locked then children might jump over the fence which Cllrs feel will be dangerous as the bolts holding the railings up are not sufficient.

It was agreed that the working party, as for the play area, look at this. Cllr Davies is looking into signage. It was felt that when the CCTV is in operation any problems in this area will be picked up from The Kings Arms.

0.04.12 Holiday, Sickness & Project cover for Clerk (Cllr S Thorogood):

It was proposed by Cllr Davies and seconded by Cllr Hainsworth that Mrs Freda Morris covers for Clerk whilst he is off work. Mrs Morris confirmed that she is unable to work in the office during the week due to other work commitments but was happy to help out as long as the meetings did not clash with her own PC meetings.

RESOLVED that Mrs Morris cover as Clerk during Mr Sheehan's absence.

Clerk asked if all Cllrs were on email – 7 on email and 2 have paperwork posted out recorded delivery.

0.04.13 Olympic Torch Update (Cllr G Butler):

Cllr Butler confirmed that permission had been requested to use the closed churchyard to erect 2 marquees (First Aid and Water) and portaloos during the Olympic Torch event and also to use the field between the Primary School and the Sports and Social Club for the day.

Cllr Butler also asked if the PC would be prepared to supply the trophies for the 'Olympic Sports Style Day' planned for children from over the local area (probably 1500 children attending) and proposed £100, this was seconded by Cllr Hainsworth.

Chairman questioned whether this amount was sufficient.

Madge Shinton from the Olympic Torch Relay Committee is to be notified of this.

Cllr Davies pointed out that there is some discontent that the runners are not from the local area – this is the situation all around the country.

It was agreed that the PC will support these requests and Cllr Butler will confirm the PC offer at the next meeting of the Olympic Torch Group and report back with an update at next PC meeting.

0.04.14 Toilets (Cllr S Thorogood):

Cllr Butler declared a personal/prejudicial interest as member of the funding/transfer of the toilets from SC.

Cllr Thorogood gave a report on the present situation. Steve Brown from SC had confirmed that the available funds from SC to build the toilets was £90,000 and to release £5000 to begin the tender process the Parish Council need to agree in writing to the financial proposal that SC emailed through.

Discussions took place regarding whether these could be built cheaper and the difference of the cost split between SC and PC.

Cllr Reynolds asked if quotes could be obtained from local builders. Cllrs agreed with this suggestion.

Chairman explained that the PC work to get best price with the incentive being that it would be a 'win win' for the PC and SC. It was after all a similar suggestion made by SC on the old toilets which were to be signed over to no cost but subject to a 50/50 split on the gain when and if sold.. Cllrs felt that this was worth a try.

It was **RESOLVED to ask if the 50/50 split was a viable option but that the PC would like a quick response.**

Concern was expressed that the toilets were too far out of the town and suggested that 2 sets of toilets could be used - the old toilets do not satisfy criteria. It might be an option that 2 sets of toilets become available.

Working group on this had been Cllrs Reynolds, Reiner and Griffiths.

Clerk will send email/letter to all Councillors .

Cllr Brown proposed that all committees/working parties set up should consist of at least 3 members. All financial decisions to be dealt with at full council.

Chairman will contact Steve Brown regarding this matter.

0.04.15 Market Hall Trustee (Cllr S Thorogood):

PC is the trustee of the Market Hall and proposals to change this to 'trustees' with members not on the PC being included are being considered.

Chairman has discussed this with the Charity Commission and gave details.

After discussions concern was expressed that the PC would not have control of this if changed to 'trustees' but there are not enough Cllrs attending the meetings and any members of the public have no vote.

Concern was expressed that 'trustees' would be liable for any financial problems.

Cllr Brown felt that the PC would not be 'corporate trustees' if opening up to others.

It was suggested that perhaps those interested could stand for election as a Parish Councillor next year which would ensure that they had a vote, and that this should not be changed until after then.

Cllr Brown proposed to ask Dorothy McBride to notify all Cllrs of dates for the next meetings/seek further advice from Charity Commission/encourage parishioners to stand for election to PC; this was seconded by Cllr Reiner. All agreed.

0.04.16 Queen's Diamond Jubilee (Cllr B Davies):

Cllr Davies felt that not enough had been done for this event but a lot has been done for the torch and reported that the British Legion was keen to see something done in the parish to celebrate the Queen's Jubilee. Chairman pointed out that the PC could not lead on everything.

There is to be a parade on the 3rd June, service at the Church and wondered if there was any funding available from the PC to do something to keep the community together after this.

It was suggested that the mugs left over from the Royal Wedding could be used as prizes, if required.

Cllr Butler pointed out that it had been suggested to call the project on the corner of the Churchyard 'Jubilee Square' and perhaps put a plaque there but time is running out to get this done now.

It was proposed by Cllr Butler that an item is placed in the next edition of the Cleobury Clarion suggesting that any groups apply to the PC for limited funding for a community event organised for the Jubilee celebrations; this was seconded by Cllr Hainsworth. All agreed.

0.04.17 Standing Orders (Cllr S Thorogood):

The Standing Orders need reviewing and copies had been circulated to Cllrs. Locum Clerk said that this was not a difficult task as most are statutory and cannot be removed and that there are parts which the PC has to fill in. This will be put on the agenda for the next meeting.

0.04.18 Agree Internal Auditor (Clerk)

Diane Malley, Bishops Castle Clerk had offered to carry out the internal audit again this year at a cost of £100. It was **proposed by Cllr Butler that this offer be accepted, seconded by Cllr Brown. All agreed.**

0.04.19 Adopt Policy for Unacceptable behaviour (Clerk)

Chairman read out the policy. Cllr Butler felt that this policy only covered a member of the public against staff. Locum Clerk pointed out that her PC had a 'Bullying and Harassment policy' which was a standard document and would be happy to circulate this to Cllrs.

All agreed that this document should be circulated to Cllrs and dealt with at the next meeting.

0.04.20 Guest Speaker Parish AGM.

Cllr Butler declared a personal/prejudicial interest in this item as the proposed speaker is Leader of SC and Cllr Butler sits on the Cabinet with him.

It was felt that perhaps this was only a personal interest as Cllr Butler would not gain financially from this matter. Chairman confirmed that Keith Barrow was prepared to attend the Annual Parish meeting and a discussion took place as to what the PC wanted Mr Barrow to talk about.

It was suggested by Cllr Butler that he talks about 'Unitary Council 3 years on' or 'future of small market towns in Shropshire – the latter being preferred. This was seconded by Cllr Hainsworth and all agreed. Cllr Reynolds abstained from voting.

Cllr Butler will pass these details on to Mr Barrow.

0.04.21 Agree the date of the next Parish Council meeting.

Date of next meeting - Annual Parish meeting 16th April 2012 and 9th May AGM 2012 at 7pm.

There being no other business the meeting closed at 9.15pm.

Signed: Chairman

Date:

These minutes were approved at the Parish Council meeting dated 9th May 2012.