

ANY CHANGES TO DRAFT AGREED BY COUNCIL IN RED.

Cleobury Mortimer Parish Council

Parish Council meeting held on Monday 1st October 2012 at 7pm in the Market Hall, Cleobury Mortimer.

Present:

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

Clerk: Mr M Sheehan

Locum Clerk: Mrs F Morris

Public: 8

The Chairman welcomed Councillors and members of the public to the meeting and asked if anyone would like to speak.

0.10.0 Democratic 15 minute Public Time:

Mr Martin Southern raised the following points concerns about safety on footpaths in Cleobury Mortimer by cars parking on them, giving examples; Crossing to Grocers Shop, Cars turning on Church Walk, Outside Manor House where he was caught on the arm by a wing mirror, Mrs Griffiths parked on pavement outside her shop, Chemist van three times this week, and something needs to be done.

The Chairman said he should put in parking review and report to Police.

Cllr Davies said there is a new Lady Police Officer and the Police should sort it out.

The Chairman said the Police should be invited to the meeting every month.

Clerk to get in touch with new Police Officer.

Mrs Judy Reid made a comment that the fireworks were gorgeous at the Fringe event.

Mrs Griffiths referred to the Jubilee mugs and informed the Parish Council that she had a cheque, but had a problem that the clerk has posted minutes on line that were inaccurate and she was not prepared to pass cheque to the Council with those inaccuracies.

The Chairman explained that once minutes were agreed, they are a legal document that cannot be changed.

Mrs Griffiths said that the website was not on line.

The Chairman explained that due to the administrators untimely death, it has been down for a week and we did not have the domain name so the renewal had to be sorted out, but it was now back on line.

Freda Morris Locum Clerk explained that once draft minutes are agreed they are approved minutes that cannot be changed.

The Chairman explained the process that draft minutes are written up in Draft and distributed to councillors before the meeting and at the meeting if councillors disagree with any part, or inaccuracies picked up they are amended, as today will written up and agreed at next meeting.

Mrs Griffiths said it goes back to 2011.

The Chairman explained the process again, explaining they cannot be changed and suggested that Mrs Griffiths meet with councillors to look at issue.

Locum Clerk, Mrs Freda Morris, suggested that Mrs Griffiths calls into the office and looks at the hard copy of the minutes and then points out the inaccuracies.

Dan Gregory explained that he lived down Eagle Lane and voiced residents concerns that they have problems with it is on an incline, there is limited parking, lane gets blocked and as

present toilets are an eyesore, are concerned when sold that there is no increase in traffic, obstructions or noise levels and no extensive building work.

0.10.1 Apologies for absence:

No apologies received from Cllr K Woodfield.

0.10.2 Declaration of 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.

Name	Disclosable Pecuniary Interests
Cllr D Brown	10.4 Nightingale Nurses & 10.9 Payments
Cllr G Butler	10.5 Toilets & Planning 10.8 (b)
Cllrs Reynolds, Reiner	10.8 (b)

0.10.3 To approve the minutes of the meeting dated 3rd September 2012

It was proposed by Cllr G Hainsworth and seconded by Cllr M Reiner that the minutes be approved.

5 in favour 3 Abstained (not at previous meeting) **RESOLVED** to accept minutes and were duly signed by Chairman.

0.10.4 Matters arising from the minutes

Clerks Progress Report read out by Clerk:

- 1) Meeting 2nd October set to take CiLCA portfolio to Shire Hall for Karen at ALC to do final check. 10.30am. Also meeting at 9.30am with Jenny Crowder (Shropshire Council Premises Manager) confirming ownership details Playing Field.
- 2) Quotes to repair the rest of the railings have been obtained.
- 3) A letter was sent to Mrs Griffiths regarding the return of the mugs. No reply received. Also asked verbally with no reply.
- 4) Chairman updated daily.
- 5) Contact Diocese over hedges opposite Parish Hall. Will be looked at every two years. Next spring to be assessed. Informed Cllr Reynolds.
- 6) Western Power assisted in sorting out Streetlight problem Love Lane for me quickly, ongoing issue with Lea View with contractor's tarmac over access panels. Organised removal of old streetlight Steeple Close.
- 6) Had meeting with Phil James Highways and walk around Cleobury discussing issues. As a result an order has been placed to replace footpath on corner by Mawley Farm and working with Street Scene and Highways we are getting the footpath to the Blount cleaned.
Mawley estates are helping by cutting hedges back ready.
Looked at wall at Orchard End and Phil James will make enquiries.
Problems with blocked drains reported to Highways which have been deep cleaned and other problems concerning road issues, Mortimer Gardens and Lion Lane issues are being addressed.
- 7) External Audit report came back with no problems for second year.
- 8) Meeting with Cllr Reynolds to update on Toilets and other issues.

- 9) Helped again to organise Childe road kept clear for Hedge cutting, by delivering letters and knocking on doors. Consulted with neighbours of Church Walk to get hedge cut by Ringway as a thank you for helping.
- 10) After contacting Catholic Church administrator Pinkham hedge cut back.
- 11) Have received a reply to some questions about a defibrillator from Betsy Pratt.
- 12) Talked to Street Scene on following, Wells (In hand), Plaques either end of town Clean Britain award(getting quotes), Footpath to Blount (working with Alan (Street Scene)and Phil (Highways)).
- 13) Attended free training on Disclosable Pecuniary Interests in Bridgnorth. Councillors need to be aware of Standing Orders, Disclosable Pecuniary Interests, Bias and Predetermination.
- 14) Attended 50th anniversary of Catholic Church, invited as Clerk.
- 15) PC Tony Sewell now left and taking over is PC 147 Anne O'Leary who is currently the Highley beat officer and will from now be covering both areas. She will have a team of 3 CSO's which include Nick.
- 16) Will be doing Appraisal of Teresa Parfitt (Cemetery Administrator) on Wednesday. Requests for information to sell grave plots bought. Looking into.
- 17) Automatic Enrolment – The Pension Act 2008 Info received.
- 18) CCTV is in operation in the town.
- 19) Being stopped more and more by people for advice and help with issues.
- 20) Big thank you to Locum clerk Freda Morris for all her help in getting me back to work, supporting the council and also her hard work helping me with my Portfolio to become a Qualified Clerk.
- 21) Bull Alley hedge is in hand to be cut by South Shropshire Housing Association.

CiLCA Update (Freda Morris)

Freda Morris said that Matt still had a couple of sections to do and some changes, but he has done a lot of work, which has been a learning curve for both of us and hopes he passes.

7.40pm Cllr D Brown left the room for the following item.

Nightingale Nurses:

Locum Clerk Freda Morris read out a report from Rosemary Abbiss, see att.

She added that care is expensive and said that a decision should be made, yes or No and move on as this has been an agenda item for several months.

Cllr M Reiner proposed £1,000

Cllr B Davies said they did not need the money and have £36,000 in account, producing a statement, as they have more in their bank than our precept. We support the Nightingale Nurses and give donations but shouldn't take it from our ratepayers.

Cllr Reiner questioned the statement being correct.

There was a short discussion on nurses rate of pay.

Cllr Butler said he could see both sides and proposed a donation of £100 now and then decide if we precept as a facility to draw upon any money if needed. £100 act of goodwill now and £1,000 next year to draw on if needed.

Seconded by Cllr Reiner. **It was RESOLVED to donate £100.**

7.45pm Cllr D Brown re joined the meeting.

Letter sent Mrs Griffiths – Mugs 04/09:

The Chairman explained that this item was covered earlier.

Any other matters arising:

Cllr Griffiths said that his password for his e-mails was not working.

It was agreed for him to visit the Clerk to resolve the problem.

0.10.5 Toilets Update New/ Eagle Lane (Cllr S Thorogood)

7.50pm Cllr G Butler left the room for the following item.

Email sent to Cllr M Shingleton - Eagle Lane Toilets – reply received 04/09

Email sent to Steve Brown SC - Eagle Lane Toilets – reply received 04/09

Email Justin Parker – Eagle Lane Toilets – Advice

Email Steve Brown SC- Invite to meeting 1st Oct

Email Justin Parker MFG - Invite to meeting 1st Oct

7.50pm The Chairman proposed suspending Standing Orders to allow Steve Brown to speak, seconded Cllr G Hainsworth. RESOLVED.

Steve Brown handed out a briefing note with three options, **See att.**

He explained that 5 tenders were received with lowest £95,326 and Highest being £137,125.50 with known costs already totalling £5,381.29.

Three options as follows:

1. Reduce project specification to reduce by 11.23%, to bridge the £10,707.29 budget gap.
2. Shropshire Council disposes of Eagle Lane, and ring-fences the capital receipt to the new build project, potentially this could provide an additional £5-10k to bridge the funding gap. However this is dependent upon the receipt being realised, and any shortfall still requiring the specification to be reduced to meet the available budget.
3. Clebury Mortimer Parish Council considers bridging some or part of the shortfall?

The Chairman said his view was simple and a community point of view, that we should not pay any more, so proposal was to let Shropshire Council sell the Eagle Lane toilets for shortfall, but if not enough for top of range to downgrade to cover shortfall.

Cllr G Hainsworth raised the unforeseen electricity costs as Clebury Mortimer Parish Council always ends up with the bill for Shropshire Councils mistakes.

Steve Brown said that it was already taken from the £90k as unforeseen from property services.

Cllr Brown raised the point that the toilets should have been built before the houses but we could take option 1 and Shropshire Council to dispose of Eagle Lane.

The Chairman suggested a decision be made and move on.

Cllr D Brown said we should make a decision so community does not pay any more money.

Cllr Griffiths asked how long to market and sell Eagle Lane.

Cllr Reynolds raised the question of any local builders on the list.

The Chairman Explained that Shropshire Council have criteria which they have to pass like need to be in profit and Shropshire Council have done a good job and we do not have the time or expertise to do the work.

Cllr M Shingleton suggested that if Cllr Reynolds had questions about the approved list he should contact the relevant department at Shropshire Council.

Steve Brown said that if agreed tonight he would instruct property Services in the morning to sell and move forward with the build of the new toilets.

7.55pm The Chairman proposed reinstating Standing Orders seconded Cllr M Reiner. RESOLVED.

The Chairman again proposed a combination of option 1 & 2, that the Parish Council should let Shropshire Council sell the Eagle Lane toilets for shortfall, but if not enough for top of range to downgrade, to cover shortfall.

RESOLVED. Cllrs K Reynolds, J Griffiths abstained.

Cllr K Reynolds raised the question again of local builders used for quotes.

Locum Clerk Freda Morris pointed out that Shropshire Council would be overseeing project so the Parish Council won't have the same problems as they currently have with the railings.

**8.00pm Cllr G Butler rejoined the meeting.
Cllr Davies made apologies and left.**

0.10.6 Councillor's reports and items for future agendas

Cllr G Butler reported an issue with a drain problem to Shropshire Council, reported to him by Neville Weaver. Also when we have heavy rain it causes flooding to bungalows near Bull Alley since the new path by the school was built.

Cllr M Reiner reported that the pavement by Cleobury Garage was too low.

0.10.7 Unitary Report (Cllr G Butler / Cllr M Shingleton)

Cllr G Butler reported that Shropshire Council has an ~~under~~ **OVER** spend of £3-4 million with the change of regulations on Primary Care Trust with the deficit passed on to Shropshire Council.

Pleased to report 1st April Clinical Group of GP's and trustees to work closer together for patient care prevention, not cost.

Wednesday in the Market Hall is the Parish Plan meeting at 7pm and all councillors should attend as it covers the Community Infrastructure Levy, C.I.L.

Election of Police Commissioner 15th Nov with 3 candidates.

Changes regarding Council Tax Relief 1st April 2013 putting cost onto Local Authorities. Tax bill could be down to Parish Council so may be on our precept after next year.

Had a meeting with Cleobury Country who are keen to start a Farmers Market for the town, with the Church keen to use inside for stalls. Already some funding but suggested a Parish Council supply a representative on working group, to formulate a plan.

Agreed to put on November Agenda.

8.20 pm Cllr G Butler left the room for the following item.

0.10.8 Planning applications:

a) Erection of 16 two storey houses with ancillary garages and parking, associated infrastructure, open space, including improved access

Former J A G Glazing Ltd, Vaughan Road, Cleobury Mortimer, Shropshire DY14 8DU.

Application number: 12/03689/FUL

Applicant; Mr Barry Herrod.

Cllr D Brown said she would not support as giving up last Industrial Land.

Cllr G Hainsworth Agreed with Cllr Brown and said we need more Industrial Development.

Cllr M Reiner raised the point of more hoses for the elderly.

8.22 pm Cllr K Reynolds left the room.

Cllr J Griffiths said we keep getting more houses and no jobs.

Cllr D Brown said they are building for commuters.

Cllr J Griffiths said that commuters do not support the local community.

Cllr G Hainsworth objects, should keep Industrial.

Cllr Brown proposed to Object, preferring application should have been for Industrial Use.

Seconded by Cllr M Reiner. **RESOLVED.**

b) Installation of 2 no. external condensing units to the rear elevation affecting a Grade II Listed Building.

Brunswick House, 23 High Street, Cleobury Mortimer, Shropshire DY14 8BY.

Application number: 12/03504/LBC & 12/03505/LBC

Applicant; Mr Gwilym Butler.

This was discussed and agreed as before with other councillors connection, comment referred back to Shropshire Council.

8.30pm Cllr G Butler, Cllr K Reynolds rejoined the meeting.

c) Erection of three bay garage with storage area in roof following demolition of existing. Furnace Mill House, Cleobury Mortimer, Shropshire DY14 8NR.
Application number: 12/03885/FUL
Applicant; Mr M Lashford.

Cllr D Brown proposed No Objection, Seconded by Cllr M Reiner. **RESOLVED. 1 Abstained.**

d) Crown lift 2No Sycamore trees, 1No Beech tree and 1No Oak and remove 2No Beech trees covered by the Council of South Shropshire District Council, (Manor House Grounds Tenbury Road Cleobury Mortimer) TPO 1973.
The Beeches, Tenbury Road, Cleobury Mortimer, Shropshire DY14 8RB.
Application number: 12/03932/TPO
Applicant; Mr A Ellis
After a short discussion on trees Cllr Butler proposed refer back to Shropshire Council Tree Expert. Seconded by Cllr D Brown. **RESOLVED.**

b) Planning permissions/refusals – weekly planning list from SC

c) Any others received after issue of the agenda
One was discussed as received, but as advisory only, no decision required.

0.10.9

Finance:

Account to be paid:

Shropshire Council - Wages

Cheques for payment –

Glint Print – Printing for Parish Plan £305

Any others received after issue of agenda

Clerks Reimbursements (June – Sept) £43.69

R M Price - £860 (Grass cutting, Railings Repairs.)

D.Brown – £71.86 (Website Renewal)

J.McGrath - £123 (Skip Cemetery)

Cllr M Reiner questioned why the wages and other payments we not on the Agenda.

The Chairman explained that wages are personal and need not be disclosed.

The Clerk explained that some items are received after the Agenda is posted and not know until receipt and read out others received again.

Cllr D Brown explained about the website and proposed that a direct Debit be set up to avoid future problems, seconded by Cllr M Reiner. **RESOLVED. 1 Abstained.**

Proposed by Cllr M Reiner, seconded by Cllr G Hainsworth. RESOLVED that the accounts be accepted and payments be made.

Payments Received:

None

Donation Requests

Donation Request Friendship Club - **Agreed to send new forms and put on**

Nov Agenda

Plough Dukes FC - £515.52 - **Agreed Support in Principal and to put on**

Nov Agenda

Wreath Remembrance Day – Clerk

The Clerk explained that this is always agreed this time of year in plenty of time for the parade.

A payment of £200 was proposed by Cllr Reiner, Seconded by Cllr Brown

RESOLVED. 1 Abstained.

0.10.10 Correspondence:

All agreed Cheques for payment sent 04/09

Society of Local Council Clerks – Annual General Meeting

Email from John Williams ref SHW Containers meeting – forward Market Hall contact.

Email from Cllr Shineton Various problems in Cleobury – Acknowledged 05/09

Send Email to Street Scene & Highways - Blocked Drains in Cleobury 06/09

Lloyds TSB –Information on Savings Account.

Mazzars External Audit Report – post on Notice Board

Email Prysmian to remove old column Steeple Close.

Email request Alan McCrorie, cheque Place Plan - £305

Email from SHW ref meeting – Print & Display posters for meeting

Email Fields in Trust Newsletter – Forward

Tracy Johnson Youth Partnership meeting 18th Sept – Forward

Email Road Closure notification – Print and post on Notice Board.

Invitation from St Marys for ‘See the Light’ Service – Forward to Councillors

Two letters received by hand from Mr Leigh for Chairman – Passed on unopened.

The Chairman read out a Draft reply to send to Mr and Mrs Leigh.-RESOLVED to send.

Cllr Brown found it objectionable that Mr & Mrs Breakwell had to be interviewed.

Email Diane Dorrell- Community Right to Challenge Workshop 4th Oct

Phone call Mrs Creed – Cemetery Grave

Email received two streetlights cannot be repaired – contact Western Power and Highways

Road Closure Ronhill Lane – Printed, posted on Notice Board.

Email MFG – Draft letter reply for meeting.

Email Scott Harrison – Smart Cities 2012 – Promotional

Email cancellation of Child Group MH- Print and post on door.

Email Steve Brown –Website problems – Reply to Liz Deakin

Any others received after issue of the agenda

0.10.11 Cemetery Update – Cllr D Brown

Cemetery extension, Cemetery administration on computer.

Phone Mrs Evans - meeting with councillors about Cemetery

Cllr Brown requested that a pre meeting with two family members is required and needs two councillors to attend on 13th October at 9.30am at Evans farm.

Cllr K Reynolds agreed to attend, with Cllr Thorogood as a reserve.

Also need a working group to meet and discuss the Cemetery Electronic Systems. Clerk to arrange a meeting.

0.10.12 Wells Update(Cllr G Hainsworth)

Phone Street Scene ref Wells quote for work

Cllr Hainsworth has arranged a meeting for 8th October.

0.10.13 Memorial Garden Railings – Cllr S Thorogood

Decide on contractor from Quotes

*Phone Highways and Legal Dept - Railings Memorial Gardens-
Inform Vice Chair and Cllrs*

The Chairman opened three quotes labelled A, B & C. and referred to as such.

A. £3,040

B. £2,082

C. £1,500 to include coping stones as required at £20 each.

Proposed to accept Quote (C). RESOLVED.

0.10.14 **Adopt Donations Policy – Cllr B Davies**

As Cllr Davies had left the meeting, it was explained by the Clerk.

**Proposed by Cllr Thorogood to Adopt Policy, Seconded by Cllr Hainsworth.
RESOLVED.**

0.10.15 **Defibrillator Betsy Pratt - Cllr S Thorogood**

The Chairman read out the following e-mail received.

The Defibrillator.

Sandra Cole has done a lot of work on this over the last few weeks.

However there are still one or two points that she needs to discuss with various people.

I am giving you the info that we have to date - our final report will be done for the October Meeting which both Sandra and I will hopefully be able to attend. At the moment I have a lot of work commitments so I cannot be sure.

The Kings Arms we feel would be the best place to put the defibrillator.

Provided that they are in agreement and Sandra is talking to them this week

it is the ideal place because it is in the centre of the town and out of all of the shops and restaurants it has the longest opening hours. Londis would be our second choice.

The defibrillator chosen and quoted for has been specifically chosen because it can be operated by laymen on the scene at the time of the emergency. This equipment does not need nominated and trained personnel to operate it.

Obviously where ever the equipment was placed the staff would be given training how to use if but if necessary anyone can use it. Full details of this specific piece of equipment will be available for the Oct meeting and I will try and get a similar machine to bring along to show the councillors if I am able.

Sandra Cole is prepared to be responsible for the annual maintenance and also for any testing following use.

Due to all of us being on holiday at various times during the last couple of months I don't think the Chamber of Trade has been contacted - we will do this in the next week or so.

Sandra has visited shops and other outlets where it was thought there may be a defibrillator already. The chemist shop certainly has not got one and we have not found anyone else who know of the whereabouts of one.

This was agreed to be put on the November Agenda.

0.10.16 **Historic Core Project update – Cllr Butler**

Cllr G Butler met with the Church in August and discussed the specifications for the tender to do the slab area and path. £5k is still in the pot.

0.10.17 **Playing Fields Fence Update – Clerk**

Phone calls to Shropshire Council ref Playing Fields 07/09

Email and letter B Williams Head Teacher Primary School – Acknowledge and Fwd

Email Cllr Shington – Play Area, Will look at file at Shire Hall

Shropshire Council, contact details received – Playing Fields issues 17/09

Email from Jason Morris - Shropshire Council – Playing Fields- Forward

The Clerk explained that he will be meeting with Shropshire Council next morning to establish correct information, and suggested that if possible a councillor or Unitary councillor could attend. Both Unitary councillors would not be available.

Clerk to report back for any decisions to be made by council.

0.10.18 Benches Request Parish Hall Alcove – Cllr S Thorogood

From Cllr Shineton at Sept meeting.

Cllr Hainsworth said that at the last Parish Hall meeting, there were concerns that if too close to the building they may be used as climbing frames.

9.15pm The Chairman proposed suspending Standing Orders to allow Cllr M Shineton to speak, seconded Cllr G Butler. RESOLVED.

Cllr Shineton said that the Parish Council were the Custodial Trustee and she has been approached by volunteers, who when they pick up the elderly and the door is not open when dropped off and they have to go and pick more up, there is nowhere to sit down. Could do 3 loads. Suggest 2 benches if Parish Council will give funding.

Cllr G Butler proposed fund one bench at £150 each and Parish Hall fund the other one. Seconded by Cllr M Reiner. **RESOLVED.**

The Chairman proposed reinstating Standing Orders seconded Cllr D Brown. RESOLVED.

0.10.19 Awards for people – Cllr Reynolds

Cllr Reynolds said that there should be quality awards for people in the community and PC Tony Sewell won Police Officer of the year out of 5 contenders at an award ceremony he attended. **See copy att.**

Cllr Butler asked in what capacity was he invited.

Cllr Reynolds said it was a personal invitation from his daughter.

It was agreed to send a letter from the Parish Council to congratulate him.

0.10.20 Draft Budget working Group / Internal Audit – Clerk

The Clerk asked for a working group of two or more councillors to meet and go through a draft budget to put to the council for the precept and also do a 6 month risk assessment of the accounts.

It was agreed that Cllrs D Brown and G Hainsworth make up working group with Cllrs G Butler, S Thorogood as reserves.

0.10.21 To confirm date of next meeting

5th November 2012

The Chairman read out the following and proposed the Press and Public be excluded for the next item, seconded by Cllr D Brown. 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.

There being no other business the meeting closed at 9.30pm to allow the following items to be discussed

0.10.22 Market Hall Employees : see 'CONFIDENTIAL MINUTES'

Signed: Agreed and *Signed by Chairman*

Date 5th November 2012