



CLEOBURY MORTIMER TOWN COUNCIL

Minutes of Parish Council AGM meeting held on Wednesday 8th May 2017 at 7pm in the Market Hall, Cleobury Mortimer.

Present:

Cllr S Thorogood (Chairman), Cllr D Brown (Vice Chairman), Cllr G Hainsworth, Cllr T Kirkby, Cllr A Goold, Cllr P French, Cllr J Bodenham.

Clerk: M Sheehan

Public: 5

The Chairman welcomed everyone to the May meeting, while also welcoming the new councillor Andy Goold. Acceptance of councillor's office was signed and countersigned by the Clerk.

05.0.17 To elect the Chairman and to receive the Chairman's Declaration of acceptance of Office.

Cllr Hainsworth proposed Cllr Thorogood, seconded by Cllr Brown, no other proposals.

RESOLVED that Cllr Thorogood be elected Chairman. Declaration of office was duly signed and witnessed by the Clerk.

05.1.17 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of acceptance of Office.

Cllr Hainsworth proposed Cllr Brown, seconded by Cllr Goold

RESOLVED that Cllr Brown be elected Vice Chairman. Declaration of office was duly signed and witnessed by the Clerk.

05.2.17 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).

The Chairman asked if anyone wished to speak.

Flo Hadley explained the Grant application with the following points.

They are seeking funding on behalf of the community and a facility for Cleobury Mortimer being very beneficial, so it is a bid for the local community who have plots.

This is the first time in over 10 years that have come to the council for funding, as before that the previous application for support was rejected and now the new established council are different with a strong community involvement.

It is value for money, with a group very much self-reliant, looking after the area ourselves and will be well maintained and looked after.

The Chairman thanked Flo commented that it was good to have background information.

Mrs S Powell made a representation with a formal request to the council to have a site visit for the planning application at Fryers Close. The road was privately owned with access rights, with the proposals there were concerns for road safety of pedestrians and access and exit issues, being narrow in places. With 2 more 5 bedroom homes could end up with a possible 8 extra cars. Also the ability to be able to turn around will be taken away and residents have had no communication with developers.

05.3.17 Apologies for absence

None

05.4.17 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 A Goold 05.16.17 Formalisation of Sports and Social Club funding

At this point the Chairman proposed that the next three items 05.5.17, 05.6.17, 05.7.17 be removed as duplications on the Agenda and replaced with items 05.10.17, 05.11.17, 05.12.17 **RESOLVED.**

05.10.17 To approve the Minutes of the Parish Council Meeting Monday 3rd April 2017

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

05.11.17 Matters arising from the minutes

The Clerk went through his report.

Clerk's Basic Report for May 2017 meeting

Cleobury celebration for June 10th reported in Clarion.

A lot of people and organisations will be involved on 10th June.



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Both Works experience people are working very well.
Have moved into new office, with a few items still to move.
Letter received from Market Hall, will keep Xmas lights until Xmas 2017.

At last Sports group meeting all given tasks and moving forward well.
Put together welcome packs for all councillors.
Will be organising and implementing work schedules.
Arranging meeting with SSHA and the council with concerns for local housing. Need Local connection.
Looked into e-mail issues for 123 reg webmail. Still checking.
Maintenance personnel have widened path in Cemetery and removed excess soil. Still working on improvements to area.
Broken locks on Disabled toilets attended to with our maintenance to keep costs down. Other items needed also purchased, i.e. litter pickers and bag holder.
All Xmas boxes now collected and passed to RFO.
Booked training for councillors as needed.
Moving forward with changing concrete lampposts, have given go ahead for Inventory and 6 year checks.
Attended Clerks meeting in Shrewsbury
Attended to FOI about Dog Fouling.

Highways/ Streetlights Issues

All streetlights that have been reported and have been attended to.
Meeting arranged with Phil James Highways.
Gained another quotes for the traffic calming gates. Agenda item
Sorted Issue of parking on Double Yellows Vaughan Road

➤ Police/ Crime / Parking Enforcement

Visits by local Police and PCSO.
Meeting with Graham Oliver PCC to confirm date and time.
Last Crime meeting was well attended and positive.
CCTV grant to Crime Commissioner is on hold until September. Will find out more.

➤ Dates to note **Diary Training Dates**

May		
Wed 17 th 5.30pm – 7.30pm	Fundamentals Training for Councillors – <i>with Kim Bedford, FILCM</i>	Oswestry room, Shirehall
June		
Mon 5 th 2pm-4pm	Social Media with Gordon Fong, e-mango	Council Chamber, Shirehall
Fri 9 th 9.30am-2.30pm	CiLCA session 4 with Kim Bedford, FILCM	Wilfred Owen room, Shirehall
Mon 12 th 5.30pm – 7.30pm	Chairmanship Skills Part 1, <i>with Kim Bedford, FILCM</i>	Council Chamber, Shirehall
Fri 23 rd 2pm – 4pm	Year End Preparing Audit for Town and Parish Councillors, <i>with Derek Kemp, DCK Beavers Ltd.</i>	Wilfred Owen room Shirehall
Thursday 29 th 5.30pm – 7.30pm	Fundamentals for Councillors, <i>with Kim Bedford, FILCM</i>	Shrewsbury room, Shirehall
Friday 30 th June	Introduction to Business Planning – Top Ten Tips	Oswestry room, Shirehall
July		
Fri 7 th 9.30am – 4pm	Be a Better Councillor with Kim Bedford, FILCM	Dawley Town Hall, Telford TF4 3JR



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Other Dates to note

7th June Full Day's Planning Training
 28th Oct SALC AGM & Conference
 12th June WW1 Meeting at Market Hall 10am.
 Monday 22nd May Proposed Finance Meeting Market Hall 7pm

05.12.17 Councillors' reports and items for future agendas

Cllr Kirkby reported that the crime group had issue about the accident at the Bend, which is still 60mph limit as is Bridgnorth road and we should see if it can be moved to 30mph. Clerk to see Highways.

Cllr Goold explained that he had walked from Castle Toot to Cemetery and there needs to be a review of all speed zones.

Cllr French asked for an update on the flashing warning sign for the bend. The Clerk explained that the best value was for around £1,000, which he was waiting to confirm details before ordering but supplier not sending details. Next best is £2,200 so if council agrees can get next best. **RESOLVED** that Clerk organise next best if needed, but order a warning sign.

Confirmation was **RESOLVED** to Involve Police enforcement, Letter to Highways and get the warning sign.

Cllr Bodenham asked for Dog Fouling to be on next Agenda. We are looking at dogs on a lead on the playing field but if so there is a need for a separate dog training area in Skate Park area, which is being looked at.

Also, progressing with funding for Play area and actively looking for Co Option of young people to fill vacancies.

05.8.17 To review and to affirm eligibility for the General Power of Competence

The Clerk explained that as it was an election year and we are eligible to hold the General Power of Competence, the council need to resolve it. This would allow the Council to do anything an Individual can do. **RESOLVED.**

05.9.17 Annual Review of Council procedures and Committees

- To review councillors' roles and make appointments to committees.
- To appoint councillor representatives to outside bodies.

At the Annual Parish Council meeting on 8th May 2017 the following Councillors' roles and appointments to Committees were reviewed and approved:

Market Hall Committee	Cllr S Thorogood, Cllr G Hainsworth and Cllr T Kirkby (Reserve Cllr D Brown)
Finance Committee	Cllr D Brown, Cllr S Thorogood, Cllr G Hainsworth, Mrs D McBride
Emergency Committee	Cllr A Goold, Cllr T Kirkby, Cllr D Brown
Employment Committee	Cllr D Brown, Cllr S Thorogood, Cllr P French,
Disciplinary Committee	Cllr G Hainsworth, Cllr T Kirkby
Grievance Committee	Cllr P French, J Bodenham
Policy Review Committee	Cllr S Thorogood, Cllr G Hainsworth, Cllr A Goold, (Reserve: Cllr P French) Mrs D McBride and Mr M Sheehan
Complaints Committee	Cllr D Brown, Cllr S Thorogood, Cllr A Goold (Reserves: Cllr G Hainsworth and Cllr P French)
Future Neighbourhood Plan Task and Finish Group	Cllr T Kirkby, Cllr P French, Cllr J Bodenham and Cllr G Hainsworth
Risk Management	Cllr T Kirkby, Cllr J Bodenham and Mr M Sheehan

Representatives to Outside Bodies:

Childe School Endowment Fund	Cllr D Brown
Parish Hall Committee	Cllr G Hainsworth
Shropshire Association of Local Councils	Cllr J Bodenham (Reserve: Cllr P French)
South Shropshire Sports and Leisure Committee	Cllr A Goold and Cllr T Kirkby
Cleobury Patients Voice	Cllr D Brown, Cllr P French
Cleobury Mortimer Youth Partnership	Cllr T Kirkby, Cllr A Goold
Local Joint Committee	Cllr D Brown (Reserve: Cllr G Hainsworth)
Non-Councillor Appointments:	Flag Man Mr George Print



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- c) To set dates and venue for Parish Council meetings for the forthcoming year.

Date of Meeting	Meeting Title	Time	Venue
05-June-17	Full Council	7pm	Market Hall
03-July-17	Full Council	7pm	Market Hall
07-Aug-17	Full Council	7pm	Market Hall
04-Sep-17	Full Council	7pm	Market Hall
02-Oct-17	Full Council	7pm	Market Hall
06-Nov-17	Full Council	7pm	Market Hall
04-Dec-17	Full Council	7pm	Market Hall
08-Jan-18	Full Council	7pm	Market Hall
05-Feb-18	Full Council	7pm	Market Hall
05-Mar-18	Full Council	7pm	Market Hall
09-Apr-18	Full Council	7pm	Market Hall
14-May-18	Full Council AGM	7pm	Market Hall

- d) **Any changes to date, time and venue will be noted on Agendas, which are posted on the Parish Council notice board. Please contact the Clerk to confirm date, time and venue of meetings.**

- e) Meetings usually start at 7pm and the first 15 minutes of each meeting is dedicated to a public participation session where the public can raise questions and comment on items on the Agenda

- f) To review Standing Orders, Financial Regulations and other Council policies.

RESOLVED to adopt Standing Orders, Financial Regulations and all Council Policies. To also be put on Council website.

05.13.17 Planning Matters:
Planning References:

a)

Reference: 17/01314/FUL (validated: 03/04/2017)

Address: Land Adjacent No. 4, Fryers Close, Cleobury Mortimer, Kidderminster, Shropshire

Proposal: Erection of 2No dwellings and associated garages

Applicant: Blue Square Assets (Mr Sodhi, Cleobury Mortimer Ltd, 11 Mead Rise, Birmingham, B15 3SD)

The Chairman proposed a site visit. **RESOLVED**

Reference: 17/01309/FUL (validated: 22/03/2017)

Address: Proposed Dwelling Rear Of 24 High Street, Eagle Lane, Cleobury Mortimer, Shropshire

Proposal: Erection of 1No detached dwelling and double carport following demolition of existing brick garage (revised scheme)

Applicant: Mr & Mrs M. Baldwin (24 High Street, Cleobury Mortimer, DY14 8BY)

RESOLVED No Objection

Reference: 17/01079/FUL (validated: 03/04/2017)

Address: Proposed Staff Bungalow, Acre Farm Caravan Park, Cleobury Mortimer, Shropshire

Proposal: Conversion of redundant toilet block to staff bungalow accommodation



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Applicant: Mr Gary Thomas (Acre Farm Park Ltd, Managers Office, Acre Farm Park, Far Forest, Kidderminster, Shropshire, DY14 9DS)

RESOLVED No Objection

Reference: 17/01457/LBC (validated: 31/03/2017)

Address: 11 And 12 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DG

Proposal: Formation of car parking area together with new vehicular access; erection of rear boundary walls

Applicant: Mrs S Folland (5 Craven Farm Cottages, Chilton Folliat, Hungerford, Berkshire, RG17 0TZ)

RESOLVED again to query if planning is retrospective.

Reference: 17/01455/FUL (validated: 31/03/2017)

Address: 11 And 12 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DG

Proposal: Formation of car parking area together with new vehicular access; erection of rear boundary walls

Applicant: Mrs S Folland (5 Craven Farm Cottages, Chilton Folliat, Hungerford, Berkshire, RG17 0TZ)

RESOLVED again to query if planning is retrospective

b) For Information Only

Reference: 17/01669/CPL (validated: 07/04/2017)

Address: Whitegates, Redthorne Hill, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8QH

Proposal: Application for Lawful Development Certificate for the proposed erection of a detached garage and car port

Applicant: Mr Graeme Kelly (Whitegates, Redthorne Hill , Cleobury Mortimer, DY14 8QH)

05.15.17 Financial Matters

a) Accounts to be paid:

Shropshire Council - Wages

Cheques for payment: -

Plant-Tech – digger hire - £48.00

Cleobury Country – quarterly rent - £473.86

Viking – toilet and office supplies - £201.96

Alan Guest Mowing Services – £222.00

West Mercia Energy – toilet electric - £71.45

Gill & Brian Davies – catering - £55.00

Market Hall – rent and room hire - £2,126.00

SALC – affiliation fees - £1,025.43

Npower – street light electricity - £1,219.00

BT – office telephone - £172.27

The Clerk added the following:-

Hands on Printing – Banners for Community day - £48.00

M Sheehan – Reimbursements - £84.25

b) Payments Received

HMRC – VAT Refund - £11,151.85

Cemetery Income - £1,700.00

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

c) Grant Applications S137

Cleobury Mortimer Horticultural Society – fencing for Greens Barn Allotments- £500.00

19.56pm RESOLVED to Suspend Standing Orders.

Flo explained that the grant estimate was now £550 as the wire has turned out more expensive since the initial application was provided.

20.00pm RESOLVED to Reinstate Standing Orders.

RESOLVED payment of grant application of £550.

05.16.17 Formalisation of Sports and Social Club funding – Cllr Thorogood

20.01pm Cllr Gould left the room.



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The Council discussed this item and were satisfied that the Social Club has done all it can to satisfy joint funding and the funding was to continue of all grant application. Council did not want this item to be on any future agenda. **RESOLVED**

20.05pm Cllr Goold re-joined the meeting.

At this point Cllr French asked if he could go back to Cllrs reports. Agreed by Chairman.

Cllr French attended the meeting of the Patients Voice and discussed the possibility of a Defibrillator in main street. After discussions with Gwilym he was happy to put on Butler's subject to lease holders. Can the Clerk keep Cllr French up to date with the installation of the pillars.

Cllr Goold explained that he was qualified to train users and offered to donate his services.

Cllr French also explained he had been to see Mrs Griffiths about removal of old notice board and it was not an issue. Agreed to leave until after 26th to remove.

05.17.17 Street Furniture, Town Benches - Cllr French

Cllr French reported from the WW1 meeting that the benches needed to be bought through grant funding to pay for two benches and offered to pay for the third one himself.

Discussions of where to put them included in memorial garden and two up the street in prominent places and in front of the bank.

Cllr Brown explained that a Lectern is not an option now and could Clerk ask the British Legion if they could joint fund a Litter Bin instead.

05.18.17 Motion to change from Parish to Town status – Cllr French

MOTION “Pursuant to section 245 Local Government Act 1972 IT IS HEREBY RESOLVED that the parish of Cleobury Mortimer shall have the status of a town effective as and from the 8th day of May 2017 and in furtherance thereof the name and style of this council shall on that date be the Town Council of Cleobury Mortimer and that the chairman and vice-chairman of the Parish Council shall be respectively entitled to the style of town mayor and deputy town mayor”.

Cllr Brown proposed an amendment to Motion to following.

MOTION “Pursuant to section 245 Local Government Act 1972 IT IS HEREBY RESOLVED that the parish of Cleobury Mortimer shall have the status of a town effective as and from the 8th day of May 2017 and in furtherance thereof the name and style of this council shall on that date be the Town Council of Cleobury Mortimer.

RESOLVED.

05.19.17 Neighbourhood Plan Update – Cllr Bodenham

Agree online Survey package for consultation

Cllr Bodenham handed out a draft proposed letter to send to Shropshire Council and a prepared draft article to go in the Clarion. Everyone has to be consulted and propose to pay £300 for a survey on line which would need a council email address of survey@. The Neighbourhood plan would be recognised in Law. And we need people with the right experiences to carry it forward.

RESOLVED to pay for survey online.

05.20.17 Quality status – Cllr French, Cllr Bodenham

Discuss areas needed to fulfil requirements

Cllr Bodenham explained this was discussed to move forward going through his work plan that had done.

Need to review timescales, brainstorming, list of delegations of responsibilities. Cllr Brown and Clerk to look at further delegations of power.

05.21.17 Traffic Calming Gates – Cllr Kirkby

Review and agree new company to provide gates for entrance to Cleobury Mortimer.

The Clerk Explained that he had two quotes for the wooden gates to be placed as you enter Cleobury from Ludlow.

RESOLVED to give the contract to Hollywoods.

05.22.17 To confirm date of the next Parish Council meeting.

The next Parish Council meeting to be June 5th 2017.

At 20.30pm the Chairman read out the following requesting the public and press be excluded for the next item. RESOLVED.



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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.

05.23.17 Employees – Cllr Thorogood

Meeting Closed at 21.05pm

Cheques written:

Shropshire Council - Wages

Cheques for payment: –

Plant-Tech – digger hire - £48.00
Cleobury Country – quarterly rent - £473.86
Viking – toilet and office supplies - £201.96
Alan Guest Mowing Services – £222.00
West Mercia Energy – toilet electric - £71.45
Gill & Brian Davies – catering - £55.00
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Npower – street light electricity - £1,219.00
BT – office telephone - £172.27
Hands on Printing – Banners for Community day - £48.00
M Sheehan – Reimbursements - £84.25

Signed: Chairman



Date 5th JUNE 2017