



# CLEOBURY MORTIMER TOWN COUNCIL

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**Minutes of Parish Council meeting held on Monday 7<sup>th</sup> AUGUST 2017 at 7pm in the Market Hall, Cleobury Mortimer.**

**Present:**

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

**Clerk:** Mr M Sheehan

Public: 10

**08.0.17 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).

Mr Lee Rollings explained that he and others got involved with the Sports and Social club to make it look better and also to improve access for some disabled users of the club. They are donating some of their time efforts and skill to help the club.

Cllr Brown proposed they made an amendment to their grant application to acknowledge the time and effort put in and accounted for.

Sam Lloyd asked the Council to allow him for his Silver Duke of Edinburgh award, to tidy up the wells like, pruning the bushes, weeding, general maintenance, and this would-be a for a period of six months.

The chairman confirmed all councillors were happy with this and was to liaise with the clerk for health and safety, he thanked him for attending the meeting and wanting to help the community.

Mr lines wanted to speak about the Alzheimer's society, as he has recently become a dementia champion and while on the course he had to list what you would like to do, which was to become a dementia friendly town and would volunteer to train businesses and councillors at no cost, which would assist visitors to the town. There are 64 people in Cleobury Mortimer today with this condition and would hopefully make their lives better too. The training is for 50 to 60 minutes long can be done at the business centre and would like to look at surrounding areas, the caravan parks involved, to help to train their staff to support tourists. Once all councillors were trained this could be advertised on the website and with businesses.

We have a social responsibility. The Council agreed to put on the next agenda.

**08.1.17 Apologies for absence**

The clerk confirmed nothing had been heard from councillor Hainsworth.

**08.2.17 Co – Option of new councillor – Cllr Thorogood**

The chairman confirmed that he and councillor Brown had met with Lorraine West for an hour-long interview, they both concluded that she would make a good councillor and add more expertise to the Council. They proposed that she'd be co-opted onto the town Council.

**RESOLVED**

At this point the declaration was signed and witnessed and councillor West joined the meeting.

**19.10pm** councillor Hainsworth joined the meeting with apologies for being late.

**08.3.17 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 08.8.17 Financial Matters**

**Cllr P French 08.13.17 MOTION - P French (part of WW1 Group.)**

**08.4.17 To approve the Minutes of the TOWN Council Meeting Monday 3<sup>rd</sup> JULY 2017**

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

**08.5.17 Matters arising from the minutes**

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Clerk's Report distributed at meeting.

## **Clerk's Report for August 2017 meeting**

Put another potential buyer in touch with Mr Iqbal, Manor House, update is he is in talks with a developer.

With regards to the Walkers are Welcome signs this is something that could be done, however, it will need to be funded by the Parish Council if needed.

Regarding the ECR (Environmental Crime Report) training is complete and article in Clarion. Agenda item.

Removed one bay in Cemetery due to misuse and replaced with bins to encourage people to use and remove all waste. Arranged for bins to be collected by top gates in future.

We have a real success story with Mr Link who has secured a new Job for Ludlow Council with our help. Phoned Job Centre and discussed how we are getting on. Sent copies of work sheets and references given.

Interviewed another girl for the office with P French. She has been taken on for 3 mornings a week, also interviewed another gentleman for outdoor work.

Delivered Neighbourhood plan proposal letter to Shire Hall by hand.

Meeting with Severn Trent people and Cllr Hainsworth also asked them to chase what is happening with the sewage works, as I have been contacted by some residents for an update.

Received an increase in Environmental maintenance grant to £1,961.23.

Started to confirm event participants for June 2018

Crime Group meeting very productive as usual with other surrounding Parishes now getting involved, Bayton, Neen Sollars and Neen Savage.

Request sent to Lord Chancellor to request use of coat of arms.

Reported drain cover to Severn Trent again by New Road, as it keeps residents awake at night.

Made contact with Deputy Crime Commission Tracy Onslow and will be moving forward with CCTV funding.

The WW1 Benches and Bin have been delivered and are ready to locate in the town.

Have had 3 requests to buy and place family memorial benches in the town, dealing with families involved.

Asked Roger to cut back foliage from Catherton Road traffic lights, repairs to toilets and place a new Road gardens sign,

Have met with Chris Edwards to discuss ongoing payments for work, also at Crime group talked to other surrounding parish councillors who would be interested to work with us.

Had a consultation on Pension enrolment, completed over the phone.

Requests received for Parish Plan 2014 that was not on website, now resolved.

Entered Town Council for NALC Council of the year, Star Councils 2017 – Also Local Council Project of the Year - Health & Wellbeing with 5 different projects listed.

Organise checking of Xmas lights bracket for end of August with Ludlow Town Clerk.

Thursday 17<sup>th</sup> evening finance and training meeting with all councillors. Clerk and RFO. 7pm Market Hall  
Arranged meeting with SSHA and the council with concerns for local housing, discussing Local connection and downsizing.

Booked training for councillors as needed.

Looked through Tree survey to identify work needed within three months so as to obtain quotes.

Letter received from Mr Taylor and responded to by Chairman. Copied to all councillors.

Will be arranging a new meeting with parents, Mark Greaves and councillors to move forward with the Play area and outdoor Gym equipment.

Will also be arranging a meeting with the combined sports group to move that forward.



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## Highways/ Streetlights Issues

Roger fitted street sign New Road Gardens for Phil James.

Arranged a meeting with Glyn Shaw and Katie from Patients voice, to review disabled parking in town.

Parking strategy on next agenda for a council respond but can still respond individually.

Looked into moving Notice Board and consulted Cleobury Country to replace their board by the post box in the centre of town. If agreed by Council will get it moved.

Dealt with Xmas light pillars. Will have fitted by end of August and Moving forward with changing concrete lamp posts, which will have meeting with Prysman end of August.

## ➤ Police/ Crime / Parking Enforcement

Visits by local Police and PCSO. Liam has now left.

Vandalism on playing field, reported on 101. Have CCTV footage for Police to follow up with identified Individuals.

Checked on Smartwater packs left and discussed with Gary Higgins from Smartwater.

Traffic enforcement has been down and have requested more visits.

Contacted by Ludlow Police to view CCTV, passed on details of who to contact.

Consolidation of speed limits in the Town confirmed in one order to allow for speed enforcement.

Have managed to get representatives from Midland Quarries to come to the next Crime group meeting and they want to work with us and support local teams and initiatives.

## ➤ Dates to note

- **10<sup>th</sup> JULY** **WW1 Meeting at Market Hall 10am.**
- **24<sup>th</sup> JULY** **Business Plan for Council at Market Hall 7pm**
- **24<sup>th</sup> JULY** **Crime Reduction Group 10.30AM at SOCIAL CLUB**

## ➤ **Diary Training Dates Booked**

<u>DATE</u>	<u>COURSE</u>	<u>LOCATION</u>	<u>TIME</u>	<u>WHOS ATTENDING</u>
Thursday 7 <sup>th</sup> September 2017	Be a better Councillor	Shrewsbury Room, Shirehall	9.30am - 4pm	Jon Bodenham, M Sheehan, D McBride
Monday 16 <sup>th</sup> October 2017	Budgets, Year-end & Audits	Shirehall	10.30am – 1pm	M Sheehan, D McBride, D Brown, J Bodenham, A Goold
Monday 16 <sup>th</sup> October 2017	VAT for Town and Parish Councils	Shirehall	2pm – 4.30pm	D McBride

## **September Training: Dates for Diaries**

7 September (10 am Lord Hill Hotel, Shrewsbury) Be a Better Councillor

7 September (5 pm Shirehall) Chairmanship Part 2

13 September (10 am Lord Hill Hotel, Shrewsbury) Planning – Negotiation (Part 2 with Andrea Pellegram). **Please book early as this event is very popular.**

## **Data Protection**

The new General Data Protection Regulations come into force in May 2018. Training on the key changes has been arranged for **8<sup>th</sup> November** at Shirehall.

## **Area Committees, Shropshire**

- South Shropshire – 14 September
- Bridgnorth – 20 September



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- North Shropshire – 16 October
- Shrewsbury – 18 October
- Oswestry – date to be confirmed

***In response to requests for Code of Conduct Training – Graham White has agreed to attend these meetings. Adrian Cooper has also requested a slot to cover the Local Plan Review Update.***

Councillor French had received a thank you from Mr Link who could not make the meeting but wanted to thank the Council for all their help in securing a job and getting back into work.

#### **08.6.17 Councillors' reports and items for future agendas**

Councillor French was working through the action log to keep it up-to-date and will work with the clerk. He had a couple questions for the Unitary councillors that were asked to follow up as to what the Council were doing in 2016 about the breach of the ring way contract. Also, clarification of CIL and to have a finance meeting with the RFO and clerk here. He also asked if the Co-op crossing money was secure.

#### **08.7.17 Unitary Council Reports (Cllr G Butler / Cllr M Shingleton)**

Councillor Butler confirmed the LJ C was having a planning meeting on 13 September and with the ring way contract coming to an end there will be a six-month handover which will make things smoother.

He is also on the CIL task and finish group. Recommendations on the last place plan stated priority for the cemetery and play area and they are trying to make it a lot easier to submit the change with the outcome before Christmas. 12 ½ million in the pot and 18 ½ million to come for CIL.

Councillor Butler had spoken to the clerk and also Vicky Turner about outside grants available, Tesco and Awards for all, and would be available to work with the clerk and Vicky Turner if needed.

Councillor Bodenham asked about the consultation of the library and leisure centre.

Councillor Butler informed the Council that the Academy trust run by team leisure and can be funded by the community. In six months' time, everyone will have to come to the table to discuss contractual arrangements.

Councillor Goold explained that that there were three partners involved and a section 106 for use of the field.

Councillor Butler confirmed there is never been a sinking fund and library consultation will be funded for the next financial year but after that nothing. Shropshire Council has put up the precept by 4% and will do so for the next five years.

Cllr Shingleton explains she was grateful OF at neighbourhood plan AND would talk to adjacent parishes, and if Cleobury country hadn't have taken on the library contract, it would have been lost by now. She was meeting with the new director of economic growth on August 24<sup>th</sup>, to take around businesses from 9:30am to 2pm. We should be back at Cleobury country by 1 PM for councillors to come and meet her.

There is a scrutiny meeting of the Telford and Wrekin public consultation about the closure of the temporary midwife unit in Ludlow and is a set there has been set up a task and finish group investigating recruitment. With the two hospitals, there is a larger population Shropshire and to appoint a chair with a vote an independent group to look at this and we are urged to spread the word about the consultation.

Councillor French asked about the funding of the Co-op crossing and councillor Shingleton confirmed the funding was in the pot.

Cllr Goold confirmed he had attended the meeting with Gemma, the clerk and others and was told that if it was delayed too much the Co-op could ask for the money back.

Councillor Butler met with Jason and Gemma confirming Muchelle are doing a report and should have a proposal in the next 6 to 8 weeks and there is an ongoing discussion of where to site the crossing.

Councillor Shingleton reported on a meeting that took place with councillor Brown and councillor Butler attended with the owner of the new nursing home. They will be having 150 full-time staff working in the kitchens and various other jobs 60 beds, independent rooms en-suite, a terrace back in front with a little cafe bistro. This company has two others in South Staffordshire. They are looking at crossroads by the entrance there will also be training people so people are urged to register an interest in the job by giving them a call. They are hoping to be open by mid-February 2018. Councillor Shingleton will be having a look on site with Gemma at the parking and layout.

Councillor Brown said this should be an open session is the Cleobury country and link it into a dementia friendly town.



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08.8.17

## Financial Matters

### a) Accounts to be paid:

Shropshire Council - Wages

### Cheques for payment: -

Plant-Tech Hire UK- hire of digger for Cemetery - £84.00

West Mercia Energy – toilets electric (June) - £50.77

SALC – councillor training - £125.00

John Beard – tree loppers - £37.95

Market Hall Trust – room hire - £40.00

Alan Guest – grass and tree cutting (June) - £906.00

David Ogilvie Engineering – WWI seats and bin - £2179.20

BT – office telephone - £384.93

Npower – street lighting electric - £1201.11

Cllr A Goold – mileage - £25.60

Mr M Sheehan – mileage - £61.60

### The Clerk added the following: -

E Purslow - £58.99 Scalping Cemetery

R Potter - £61.48 Mileage and Insurance Reimbursements

Carrara Design - £60 Parish Plan

GR Shorthouse - £294 Skip Cemetery

### b) Receipts

Precept - £110,000

Neighbourhood Fund - £497.38

Hopton Wafers Parish Council – SmartWater packs - £576.10

Severn Trent Water – column support work - £714.64

Cemetery Income - £1275.00

Bank Interest - £103.06

Donations (tree pollarding, Christmas lights, benches) - £934.02.

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

### c) Grant Applications

£5,000 - CCTV Crime Reduction Group

The Clerk and Chair of Crime Group explained the figures for the grant application and the figure requested would be £5,742.50 p. This would be the same for the police and crime Commissioner grant. With everything now sent in we have a better chance to secure funding from the PCC if we have joint funding from the council.

After a short discussion, the Council **RESOLVED** that if the money could not be taken from CIL, then it is ringfenced and used from the capital receipt money.

South Shropshire Youth Forum – football project - £840.00.

After a short discussion, the Council required more information on local use and requested that it be put on next Agenda.

## 08.9.17 Planning Matters:

### a) Reference: 17/02870/FUL, (validated: 14/06/2017)

**Address:** 34 High Street, Cleobury Mortimer, DY14 8DQ

**Proposal:** Alterations in association with change of use from Financial and Professional Services Office (A2) to Residential Dwelling(C3) Applicant: Ms Gabby Franklin (67 Norfolk Avenue, Watford, WD24 7DZ)

**Already decided by SC.**

### b) Reference: 17/03018/FUL (validated: 05/07/2017)

**Address:** 11 Langland Road, Cleobury Mortimer, DY14 8EH

**Proposal:** Erection of single storey side extension Applicant: Mr Adam Farlow

**RESOLVED No Objection**

### c) Reference: 17/03159/FUL (validated: 18/07/2017)

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**Address:** The Old Court, 2A Lower Street, Cleobury Mortimer, DY14 8BN

**Proposal:** Conversion of former library to residential dwelling, including change of use; installation of a mezzanine floor, roof windows, stainless steel flue and fire escape door to the rear of property

**Applicant:** Mr P Walters (The Bug in The Blanket, Castle Farm, Studley, B80 7AH)

**RESOLVED No Objection**

**d) Reference: 17/03058/REM (validated: 20/07/2017)**

**Address:** Proposed Residential Development South Of, Tenbury Road, Cleobury Mortimer, Shropshire

**Proposal:** Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to permission 13/02548/OUT for the erection of 22 no. dwellings

**Applicant:** Jessup Brothers (Jessup House, 2 Station Court, Girton Road, Cannock, WS11 0EJ)

**2019 p.m. suspend standing orders.**

Cllr Shineton pointed out that the trees may have a TPO and it has gone from 12 houses to 22 would support any objection emphasis on flooding.

Councillor Butler informed the Council that it was initially marketed as self builds with individual plots now there is more density her problem with trees will flooding possibly ground source heating.

**2020 p.m. reinstate standing orders.**

**RESOLVED for Clerk to arrange a Site Visit.**

**e) Reference: 17/03547/FUL (validated: 21/07/2017)**

**Address:** Duntulm, The Hurst, Cleobury Mortimer, DY14 8EG

**Proposal:** Erection of single storey rear extension and internal alterations Applicant: Mr & Mrs N. Williams

**RESOLVED No Objection**

## Planning Decisions:

**Reference: 15/05031/OUT (validated: 25/11/2015)**

**Address: Proposed Agricultural Workers Dwelling At Upper Bransley Farm, Bransley, Shropshire**

**Proposal: Outline application (all matters reserved) for erection of an agricultural workers retirement dwelling**

**Decision: Grant Permission**

**Reference: 17/01791/FUL (validated: 15/05/2017)**

**Address: Maycroft, Barkers Lane, Cleobury Mortimer, DY14 8BL**

**Proposal: Erection of a single storey rear conservatory**

**Decision: Grant Permission**

**Reference: 17/02047/OUT (validated: 03/05/2017)**

**Address: Proposed Dwelling South East Of Penny Black, Barkers Lane, Cleobury Mortimer, Shropshire**

**Proposal: Outline application for residential development (all matters reserved) following demolition of existing garage block and older garages (revised scheme)**

**Decision: Grant Permission**

**Reference: 17/02622/TCA (validated: 31/05/2017)**

**Address: High Green, 2 Bristol Place, Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BZ**

**Proposal: To fell 1 No. Silver Birch Tree within Cleobury Mortimer Conservation Area**

**Decision: No Objection**

**08.10.17 Ronhill - Working with Neen Savage to enhance area- Cllr Brown**

**Appoint a working group.**

**RESOLVED that Cllr Gould councillor French and the clerk talk to Neen savage.**



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**08.11.17 Agree CIL Funding – D Brown**

To discuss and confirm list

It was agreed to arrange finance meeting to discuss this further.

**08.12.17 Maintenance Trailer / Vehicle Wear & Tear – Cllr Kirkby**

Agree trailer for use in maintenance duties of the Parish.

**RESOLVED** after looking at the three quotes to buy the trailer from Morris Bufton at Ludlow. Clerk to arrange.

**08.13.17 MOTION - P French**

**"Council to agree to an application from the council on behalf of the WW1 Working Group be submitted to West Midlands Co-Op for match funding for the Memorial Plaque"**

**RESOLVED**

**08.14.17 Quality Status – Cllr J Bodenham**

New policies to be adopted, Reviewed.

Asset Register, Complaints Policy, Co Option Policy, Health & Safety Policy,

Agreed that we needed to read in detail and come back in September to discuss further.

**08.15.17 Wells – Cllr Thorogood**

Agree Tidy up of the Wells from volunteer

**RESOLVED** agreed earlier.

**08.16.17 By-Pass - Cllr Brown,**

Discussion on possibility of Government funding for a By Pass.

Short discussion at which the councillors agreed that more information is needed and to look at arrange a meeting with Phil James highways and the whole Council, perhaps an extra ordinary meeting with the public. Clerk to follow up.

**08.17.17 Town Council meetings – Cllr Thorogood**

To discuss the location for meetings after September.

Points raised for using the Cleobury country for further town Council meetings were better acoustics, although the room is smaller, plenty of parking close to the venue, will be set up for every meeting with team coffees, cost is 2 pounds more per meeting.

**RESOLVED** to move town Council meetings from market Hall to Cleobury country starting October and a note to put in the Clarion.

**08.18.17 To confirm date of the next Town Council meeting**

The next Town Council meeting will be held **on Monday 4<sup>th</sup> September 2017**

**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.

**08.19.17 Employees – Cllr Brown**

I. Cemetery administration

II. Extra duties for Clerk regarding Dog Fouling, Littering

## **Meeting Closed at 21.25pm**

**Cheques written:**

Shropshire Council - Wages

**Cheques for payment: –**

Plant-Tech Hire UK- hire of digger for Cemetery - £84.00

West Mercia Energy – toilets electric (June) - £50.77



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SALC – councillor training - £125.00  
John Beard – tree loppers - £37.95  
Market Hall Trust – room hire - £40.00  
Alan Guest – grass and tree cutting (June) - £906.00  
David Ogilvie Engineering – WWI seats and bin - £2179.20  
BT – office telephone - £384.93  
Npower – street lighting electric - £1201.11  
Cllr A Goold – mileage - £25.60  
Mr M Sheehan – mileage - £61.60  
E Purslow - £58.99 Scalping Cemetery  
R Potter - £61.48 Mileage and Insurance Reimbursements  
Carrara Design - £60 Parish Plan  
GR Shorthouse - £294 Skip Cemetery

**Signed: Chairman**



**Date 4<sup>th</sup> September 2017**