

CLEOBURY MORTIMER TOWN COUNCIL



Minutes of Town Council meeting held on Monday 9th April 2018 at 7pm in Cleobury Country Centre, Cleobury Mortimer.

Present:

Cllr Sean Thorogood (Chairman), Cllr Debbie Brown, Cllr Paul French, Cllr Andrew Goold, Cllr Jon Bodenham, Cllr Alexander Smith, Cllr Neil Tysall.

Town Clerk: M Sheehan

Public: 2

04.0.18 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).

No one wished to speak

04.1.18 Apologies for absence

Cllr T Kirkby Reason: Holiday

Cllr G Hainsworth Reason: Holiday

D McBride RFO Reason: Holiday

Cllr G Butler Reason: Holiday

RESOLVED to accept the apologies.

04.2.18 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 J Bodenham item: 04.7.18 Financial Matters

04.3.18 To approve the Minutes of the Town Council Meeting Monday 5th March 2018

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

04.4.18 Matters arising from the minutes

Clerk's Report distributed at meeting.

Clerk's Report for April 2018 meeting

Defibrillator cabinet agreed location outside Kings Arms and has been fitted.

GDPR training with Cllr Tysall concerning the new Data protection laws coming out in May. Work to do to get ready by attending training workshop and also getting items agreed by Council.

Agenda item.

Moving on with meetings to organise the June Festival. More groups and organisations getting involved.

Working with Cllr Bodenham to get everything ready for Quality status as now submitted for evaluation, need to put together a presentation to a panel in Shrewsbury.

Looking into Public Protection Orders, Dog Control, dog fouling and Bylaws. Arranged a meeting for 17th April with Shropshire Council enforcement officers.

Notice Board quotes obtained. Agenda item.

WW1 bench and litter bin to be fitted in Main street in next couple of weeks.

Issue with BT again and Standing Orders, trying to sort out.

Catering booked for Town Annual meeting. Contacted as many individuals and groups as possible to invite.

Tied in GDPR Training at Shire Hall with DBS Check.

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Offer to fund a couple of benches to be located on the path from Catherton Road to Lacon Childe School. Have made contact and will follow up.
Arranged Training, as and when they are both appropriate and convenient.
Enquiry to use football pitch, sorted payment to Council.
Dealt with Grant application for Council meeting.
Working with community groups to get ready for Parish AGM.
Looking at IT security and ways of working to help with communication between councillors and staff, while also adhering to the changes with GDPR.
Attended all memorials or events representing Town Council that are needed.

Highways/ Streetlights Issues

Replaced first batch of 7 concrete streetlights in Love Lane and Langed Road area. Could not get 8th one done so will be added to next list in couple of weeks. It is one with school sign so will be done at same time.
Need to sort out streetlights before CCTV is fitted, both ours and Shropshire Councils that we will be using.
Dealt with resident's issues by the Box Factory development swiftly and with personal visit.
Maintenance Grant consultation to look at and respond.
Talbot Car Park upgrade is still being planned. Dentist equipment should be cleared by mid-May.
Have started talks with Shropshire Council to extend street lights going out of Cleobury to Kidderminster.
New flashing sign for Primary school agreed with School.

➤ Police/ Crime / Parking Enforcement

Visits from Police weekly for updates and fully supporting our CCTV. We should be starting the second phase of installing the other 12 cameras week commencing 23rd April.
Changes being made with which officers supports Cleobury in the future, to be confirmed who we will be covered by.
More requests for CCTV due to anti-social behaviour.
CCTV Software upgraded and Skate park camera is now on a rotation cycle to cover path behind.
Have now got a key for the Fire station.
Traffic Calming gates are being made, bend warning sign is being slotted in to our contractors work schedule to keep cost down. Will get a firm date for both to be fitted this week.

Dates to note

Town Annual General meeting – Friday 20th April 2018 6.15pm at Lacon Childe School
Crime Reduction meeting – Monday 21st May 2018 11am Sports & Social Club
Cleobury Festival – Saturday 23rd June 2018 11am – 4pm

04.5.18 Councillors reports and items for future agendas

Cllr French asked for clarification as to who would be installing the Traffic Calming Gates. The Clerk confirmed it would be Prysmian.
He also asked if we had any updates on the Community Infrastructure Levy. Clerk confirmed he had received nothing recent.
Cllr Bodenham Confirmed receipt of 237 completed neighbourhood plan consultation questionnaires. Not all the £9,000 from the grant had been spent, so remainder is to be returned and re applied for.
Have done well with cost savings. Had a meeting with other councillors and have a draft Council report to look at. Posters will go up this week for Annual Town meeting.
Cllr Brown suggested the Council write formally to Mark Radford and Wendy at the Kings Arms to thank them for their work and support of the defibrillator. Have a new Chief Superintendent who could be invited to the Crime group to see how we work.

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Cllr Goold confirmed that the defibrillator needs to be sent away for servicing, will liaise with the Clerk. Have visited New road development with Cllr Brown to address local issues. The Clerk has also been and reported to planning enforcement.

Met new proprietor of Carrot Topps who is very community orientated and confirmed has a lot of elderly customers. They will also deliver in emergencies like the snow if needed. They will also help with the Christmas lights. Have seen Katja regarding a direct link for emergencies, need criteria. Cllr Smith raised the issue of the parking outside the Manor House. Clerk will chase Parking enforcement.

Cllr Bodenham explained that in future we could look at a grant for private enforcement.

Cllr Tysall suggested bollards. The Chair explained it would need consultation and take months. Cllr Brown explained it would cause issues for lorries passing each other.

04.6.18 Unitary Council Reports (Cllr G Butler / Cllr M Shineton)

Cllr Shineton mentioned GDPR coming in to force in May. Clerk confirmed that the Council is ahead on this issue.

Exit from the EU will have some impact. The CCG and primary care are doing work on strokes. There was a short discussion on CIL, Community Infrastructure Levy. Cllr Bodenham asked for clarification on how it can be spent.

Cllr Shineton suggested talking to Laura Fisher at Shropshire Council.

Cllr Shineton mentioned the bus service and how Worcestershire council are not helping. Shropshire puts in £37k a year and have new timetable which is just for Monday to Friday. Issues are that we don't know what is happening at weekends.

There is a consultation coming out on organising community service for Health and there are considerable changes coming for services with GP'S AND Mental Health.

There was a short discussion on the acute crisis for 0-25yr old with mental Health issues causing issues with families and schools.

04.7.18 Financial Matters

a) Accounts to be paid:

Shropshire Council - Wages

Cheques for payment: -

Mr E.A. Dyer – Snow Shovels - £50

Viking Direct – Office stationary/ New Toilets - £210.96

Cleobury Country – Room Hire Feb, March - £44.26

Cleobury Country – First Aid Training - £84.00

SALC – Training - £20.00

SALC – Affiliation fees 2018-2019 - £1,054.71

Arthouse Maps & Graphics – Town Trail leaflets - £245.00

R Potter – Mileage, Reimbursements - £47.85

Hands on Painting – leaflets for Welcome packs - £20.00

M Sheehan – Mileage, reimbursements - £42.03

J Bodenham – Mileage - £28.80

West Mercia Energy – February Electric - £74.84

Shropshire Council - Rates - £505.08

D McBride – Petty Cash - £200

Clerk added: -

J Bodenham – Neighbourhood Plan Reimbursements - £2,442.69

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

b) To approve SC Payroll Contract 2018/2019 - £662.00 plus VAT

RESOLVED to accept the contract which was Duly signed by the Chairman.

c) S137 Grant Applications

CM Footpaths Association - Food & Ale Trail – Grant requested £500

The application for a Grant was discussed at the Town Council and **RESOLVED** that No grant would be given.

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The Council are aware, with confirmation in writing, that a profit was made from the last donation given and would not pursue any claw back as stated in the original letter they received, but instead thought they could use that as a contribution towards their event this year.

04.8.18 Planning Matters

a) New Planning Applications:

Reference: 18/01200/FUL (validated: 14/03/2018)

Address: 8 Betjeman Way, Cleobury Mortimer, DY14 8BB

Proposal: Erection of a single storey extension to the rear of the house

Applicant: Mr & Mrs R Weavers

RESOLVED NO Objection

b) Decisions:

Reference: 18/00405/LBC (validated: 24/01/2018)

Address: 37 Lower Street, Cleobury Mortimer, DY14 8AB

Proposal: Works to facilitate the replacement of windows to the front and rear elevations.

Decision: Grant Permission

Reference: 17/04874/FUL (validated: 21/11/2017)

Address: Electra House , 18 High Street, Cleobury Mortimer, DY14 8DG

Proposal: Conversion of first and second floors to form two residential apartments to include some demolition; elevational alterations; replacement windows and roof works to existing rear extension

Decision: Grant Permission

Reference: 17/04875/LBC (validated: 21/11/2017)

Address: Electra House , 18 High Street, Cleobury Mortimer, DY14 8DG

Proposal: Works to facilitate the conversion of first and second floors to two residential properties to include some demolition to rear; repair works; replacement windows; replacement staircase; block up and insertion of openings and partition walling

Decision: Grant Permission

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

Decision: Grant Permission

c) Planning Consultation

Comments requested on Proposed Disposal of No. 5 Love Lane, Cleobury Mortimer DY14 8PE Cleobury Mortimer Town Council has concerns that Social Housing is lacking in Cleobury Mortimer with a lot of new housing built for private sale and therefore would like to see the property go to a Social Housing Association, with the need for a local connection to help the families of the Town.

04.9.18 WW1 Centenary Update - Cllr French

Cllr French reported that the WW1 group now has a scaled drawing of the plaque and have verbal go ahead from planning, which has to be submitted separate to windows application. Concerning the

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Silent Soldiers, the RBL will buy 3 and Cllr French proposed that the Council could confirm reimbursements of two, which is a lot cheaper at £100 each. **RESOLVED.**

04.10.18 Town Council Notice Board - Cllr Brown

Change lettering

Cllr Brown proposed removing the council lettering from the notice board outside the Market Hall and on the wall of the Tea shop. **RESOLVED.**

Agree new Notice Board and location.

The Clerk explained the 4 quotes received for the New notice board and showed photo's, also explaining the two possibilities for location, replacing Cleobury Country's board or located on the cobbles outside Carrot Tops.

RESOLVED to buy a noticeboard from Arien Designs Limited with the finials. To replace Cleobury Country notice board. Clerk to arrange.

04.11.18 Emails and Data Protection compliance – Cllr Tysall, Cllr Brown, Clerk

The Clerk explained about GDPR (General Data Protection Regulation) that would be coming into force on May 25th 2018 and that to be compliant the council needed to adopt the action plan and appoint the Clerk formally as Data Protection Compliance officer.

Cllr Brown proposed that the Action plan be adopted and the Clerk be formally appointed Data Protection Compliance Officer. **RESOLVED.**

04.12.18 Silent Soldier Armistice 2018 – Cllr French, Cllr Brown

Covered earlier in item **04.9.18**

04.13.18 Parking Issues Update, Junior School – Cllr French, Cllr Goold

Cllr Goold explained that this issue needs the council to put together a document with any proposals and ideas to go forward with pictures and alternative proposals for a consultation document, covering the Safety of the Children and parents, adds value to the community as a whole. Also, to look at CIL money to be used.

Agreed that it is a standing agenda item with Councillors Goold and French to work on.

04.14.18 Town Banners Update- Cllr French

To discuss need for, quantity and use now we have the Town Crest.

Cllr French informed the council that now the Town has a crest it could be used to obtain some proper banners and signage for around town. It was agreed to look at with all other signage required around the town.

04.15.18 To confirm date of next Town Council meeting

The next Town Council meeting will be the AGM, held on **Monday 14th MAY 2018.**

The Chairman read out the following requesting the public and press be excluded for the next item. 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.

04.16.18 Employees – Cllr Thorogood

Meeting Closed at 9.31pm

Cheques written:

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Signed Chairman:



Date: 1st MAY 2018