



Cleobury Country Centre  
Cleobury Mortimer  
Kidderminster  
Worcs  
DY14 8PE  
Tel no: 01299 271154


Date: 29<sup>th</sup> January 2019

To: All Town Council members

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **MONDAY 4<sup>th</sup> February 2019, 7.00pm** at the **Cleobury Country Centre, Cleobury Mortimer**, for the transaction of business as set out in the agenda below.

The Public and Press are invited.

Yours Sincerely

  
Matthew Sheehan  
Town Clerk

## AGENDA

### **02.00.19 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).

### **02.01.19 Apologies for absence**

### **02.02.19 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.*

### **02.03.19 To approve the Minutes of the Town Council Meeting held on Monday 7<sup>th</sup> January 2019**

### **02.04.19 Matters arising from the minutes**

Clerk's Report distributed at meeting.

### **02.05.19 Councillors reports and items for future agendas**

### **02.06.19 Unitary Council Reports (Cllr G Butler / Cllr M Shineton)**

### **02.07.19 Financial Matters**

#### **a) Accounts to be paid:**

Shropshire Council - Wages

#### **Cheques for payment: -**

Cleobury Country – room hire - £105.00

SALC - Cemetery training fee - £27.00

Market Hall Trust room hire - £31.50

Petty Cash – top up - £200.00

Alan Guest – hedge cutting - £78.00

D McBride – travel expenses - £48.60

AMJ – Cemetery software maintenance & training - £330.00

West Mercia Energy – Toilets Electric December - £91.43

#### **b) Sign approved budget for 2019/20**



**02.08.19**

**Planning Matters**

**New Planning Applications:**

**a)** Reference: 19/00119/FUL (validated: 10/01/2019)

Address: Woodside Fishery, Milson, Kidderminster, Shropshire, DY14 0BU

Proposal: Change of use of existing holiday let units to form a single residential unit to be occupied by managers at Woodside Fishery and Cattery

Applicant: Mr And Mrs P Hughes (Woodside Fishery, Cleobury Mortimer, Kidderminster, DY14 0BU)

**b)** Reference: 19/00209/TCA (validated: 15/01/2019)

Address: The Old Vicarage, 3 Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BS

Proposal: To crown reduce by 4-6 metres reduce overhang to neighbouring property within Cleobury Mortimer Conservation Area.

Applicant: Mrs Carol Shorrock

**c)** Reference: 19/00207/FUL (validated: 15/01/2019)

Address: Castle Toot, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PH

Proposal: Erection of a car port

Applicant: Mr S Thorogood

**d) Planning Decisions (INFORMATION ONLY):**

Reference: 18/05625/FUL (validated: 07/12/2018)

Address: Meadowside, Weston Farm Barns, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PP

Proposal: Erection of a single storey extension to the side elevation

Decision: Grant Permission

**e) Proposal to divert Footpath 44A Cleobury Mortimer/Neen Savage**

**02.09.19**

**Agree meeting dates and date for 2019 Parish APM – Cllr Brown**

Set out format for APM

**02.10.19**

**Policies – Cllr Bodenham**

To confirm annual review of Policies:

- i) Health & Safety Policy
- ii) Grant Application Policy
- iii) Equality Policy
- iv) Co-option Procedures
- v) CCTV Policy

**To adopt new Policies:**

- i) Capability Policy
- ii) Electronic Communications and Telephone Policies (Section 9 & 12 of Employee Handbook)
- iii) Health and Wellbeing Policy

**02.11.19**

**Christmas Window display – Cllr Brown**

**02.12.19**

**Business Cards – Cllr Brown**

**02.13.19**

**Response from Shropshire Council re Gritting – Cllr Brown, Cllr Goold**

**02.14.19**

**Place Plan Review – Cllr Bodenham**

**02.15.19**

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

The next Town Council meeting will be held on **Monday 4<sup>th</sup> March 2019.**



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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 items on the grounds that they involve 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 items.

**02.16.19 Complaint – Cllr Brown**

**02.17.19 Employees – Cllr Brown**

