



---

**Minutes of Town Council meeting held on Monday 3<sup>rd</sup> December 2018 at 7pm in the Cleobury Country Centre, Cleobury Mortimer.**

**Present:**

Cllr Debbie Brown (Chairman), Cllr Andrew Goold (Vice-Chair), Cllr Geoff Hainsworth, Cllr Toby Kirkby, Cllr Paul French, Cllr Jon Bodenham and Cllr Neil Tysall.

Locum Clerk: Mrs D McBride

Public: 4

The Chairman welcomed everyone to the December meeting. The Chairman introduced Professor John Whitelegg who spoke about his campaign for 20mph on residential roads in Shropshire. (Briefing notes attached with Minutes.) Professor Whitelegg stated that Shropshire Council would not support the implementation of 20mph unless it was community led hence his approach to all the local councils. West Mercia Police would support it but are concerned there would be more demands on them and there are not enough officers to enforce it. Community Speed Watch helps enforce the speed limit in 30 and 40mph zones. Professor Whitelegg says the campaign would not cover trunk roads or open countryside but averaging speed cameras could be more effective there. Shropshire Council has not set out the costs to implement the infrastructure but there would be a saving due to less pressure on emergency services and improved health as more people could walk safely. Cllr Butler said that Shropshire Council has launched a Task and Finish Group to look at road safety generally but the majority of fatalities are on the main trunk roads managed by Highways England. They are, however, looking to implement 20mph on all new residential areas.

**12.00.18 Democratic 15 minutes Public Time**

Mr C Smith had sent a written Tree Warden report (attached with Minutes). Mr Smith spoke about the value of a Tree Warden to the local environment and also gave an update on the Big Survey which was launched as part of the consultation for the Neighbourhood Plan. 85% of people said their countryside, trees and wildlife were important to them. The Neighbourhood Plan working group is compiling a tree register for the parish, looking at setting up wildlife corridors and considering 'green' housing developments to reduce density of housing and have 20-25% canopy cover.

**12.01.18 Apologies for absence**

Clerk, Mr Sheehan – ill health.

Cllr Alexander Smith – unwell.

**12.02.18 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 P French declared an interest in Agenda Item 12.07.18 reimbursement.

**12.03.18 To approve the Minutes of the Town Council Meeting held on Monday 5<sup>th</sup> November 2018**

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

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

**12.04.18 Matters arising from the minutes**

**Clerk's Report for December 2018 meeting**

Some issues with toilets accessibility dealt with. All issues reported put on complaints list.

Mr Potter has completed interim drainage work in Skate Park – and put notices up to say wet area. We have two quotes for major drainage work but it may not be needed urgently if Roger's job solves the problem. He would like to do additional drainage himself with an assistant. Mr Potter trialling a leaf blower – if successful Council could consider purchasing one. Snow shovels to be returned and old marquees to be passed on or



disposed of. With permission we have had 12 sandbags from church square for churchyard and Playing Field. Notices up in churchyard regarding uneven ground and slippery path at rear of church. Acquiring quotes for Wildflower Garden in Cleobury Park and invited Mr Breen from Wyre Forest District Council to a site visit. Mr Wakeman has been in contact with office regarding cemetery issue. He will speak to builder in first instance to rectify the problems.

Thanks to all volunteers who put up the Christmas lights and to Alan Guest and Bill White for donating trees.

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

- Cllr Bodenham attended the recent Crime Group meeting. The Group will be restructured going forward now that the main projects of SmartWater and CCTV have been completed. Crime figures were looked at and noted that domestic and sexual abuse figures had increased. Our ability to respond to CCTV requests was discussed today at a meeting with the Police and Crime Commissioner's ambassador. We are reviewing our procedures and access and looking at putting a rota into place of trained people able to view CCTV (through police or insurance request only). There has been another team meeting for the Dementia Friendly Town. Reference groups will now be set up for those with dementia and their carers. There is a lot of work to do regarding the detail in the Neighbourhood Plan. The Community Hub group has met with architects and has started preparing a business case for the second stage project with a view to applying for a grant from Aviva. There has been a meeting with the agent for local landowners regarding development. The Neighbourhood Plan group will also work on a viability study with developers.
- Cllr Hainsworth informed the meeting that the extension of the Parish Hall is now complete, fully open and operational. The Parish Hall's solicitor has been in touch with the solicitor of the owner of the ex-Courthouse building next door regarding the easement. There is also a plan to install new railings beyond the disabled door to ensure the area is always accessible in the future.
- Cllr Goold thanked Cllr Tysall, Cllr French, the large number of community volunteers and also Mens Shed for their help in putting up the Christmas lights this year. The group will endeavour to ensure the cables are wound onto the drums after Christmas to make it easier to roll out the lights next year. Cllr Goold had been to Tenbury and noted that they have lightweight poles holding Christmas lights across the road. There is an aspiration for Cleobury to have lights across the main road.
- Cllr Brown had a recent meeting with the regional fundraiser for Alzheimer's UK and they are keen to join the Festival next year as part of the Health and Well Being section. This would be particularly useful as part of our move to becoming a Dementia Friendly Town status.
- Cllr Kirkby asked whether there could be a better system for recycling household waste as the containers provided are open to the weather. During the recent stormy weather, waste and bins were blown around. Cllr Butler said different systems are in place in different areas, mostly dependent on the contractor who collects the waste but he will take this back to Shirehall.
- Cllr French informed the meeting that the trailer has now been swapped to one which can be used and stored more easily which our maintenance man is very happy with. The next thing is to get rid of the tents to make more room in the container. There will be some remedial work on the WWI plaque just to fill in between the wall and the plaque. Cllr French will also ask the stone mason to look at the stone work at the Wells.

#### **12.06.18 Unitary Reports**

- Cllr Butler said that CIL discussions are still on-going and the Task and Finish Group is being relaunched next week. The Community Enablement Team redundancy notices are out but Cecelia Motley and he are looking at seven new posts for Place Plan working – each person would be responsible for two or three Place Plan areas. They are looking at the diversity of Shrewsbury, Oswestry and South Shropshire to get some fairness back. Information will be consulted with the town and parish councils. Cllr Butler is concerned with the lack of knowledge and experience of Shropshire Council Officers. Shropshire Council has received an extra £7.3 million from central Government for roads which has to be spent by 31<sup>st</sup> March. It is the intention that rural roads are the key beneficiary. A lot of schemes have been put on the back burner but they are now trying to get some moved forward ie Talbot car park. Mens Shed and the library are being considered by other



councils in their precept discussions. Cllr Bodenham said we need to undertake a proper consultation regarding the library and as such we have asked for a formal proposal from Library Services. Cllr Butler said Shropshire Council is looking at a potential £1.2m overspend this year and due to continual increases for children's services and adult social care there could be a £30m deficit by 2022/23.

- Cllr Shingleton confirmed that Vicky Turner's role of Administrator for the Cleobury Youth Partnership has been taken up by Helen Smith from Guiding. Scouts and Guides appeal for new leaders has met with some success. Cllr Shingleton apologized about the debacle over the Co-op crossing and stated the work is expected to go ahead in February during the school half-term holiday. She has asked that any road closures are kept to a minimum and overnight only if possible. The Future Fit report has been scrutinized and all points raised during the consultation have been covered. Different companies have been approached about the Ludlow to Kidderminster bus contract; Worcestershire County Council want more subsidy than previously.

#### **12.07.18 Financial Matters**

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

Shropshire Council - Wages

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

West Mercia Energy – Toilet electric October - £67.66

D Williams – cleaning bus shelters - £45.00

P French – reimbursement for Memorial Gardens plants - £18.00

R Price – grass cutting and tidying graves - £590.00

D McBride – travel expenses and lights reimbursement - £37.36

Kings Arms – refreshments for Christmas lights volunteers - £63.65

Cleobury Country – Christmas lights refreshments - £23.75

Andrea Pellegram – planning Local membership - £100.00

Lewis Arborcare – pleaching of lime trees - £2700.00

Council **RESOLVED** to approve these payments and cheques were signed.

##### **b) S.137 Expenditure**

G Print – flag man donation - £50.00. Council **RESOLVED** to approve this application.

Cleobury Girlguiding – Programme Materials - £531.00 – Council deferred this application until January to give more time for members to examine the application.

##### **c) Report from recent Finance Committee meetings including draft budget for 2019/20**

Copies of the draft Minutes from the meeting on 26<sup>th</sup> November, Receipts & Payments, project proposals and draft budget had been issued with Council papers. There were no questions. Members were asked to let Mrs McBride have any comments on the draft 2019/20 budget by Monday 10<sup>th</sup> December. The final tax base figure will not be known until 15<sup>th</sup> December.

##### **d) Consider Environmental Maintenance Grant application**

Mrs McBride has drafted an application - matter deferred to the Finance Committee for review at their next meeting on Tuesday 11<sup>th</sup> December.

#### **12.08.18 Planning Matters**

##### **a) New Planning Applications:**

- i) Reference: 18/04611/FUL (validated: 30/10/2018)

Address: Oakland, Pinkham, Cleobury Mortimer, DY14 8QE

Proposal: Erection of a two-storey extension

Applicant: Mr & Mrs Purslow

**Council RESOLVED to have NO OBJECTION to the proposals.**

- ii) Reference: 18/05291/FUL (validated: 15/11/2018)

Address: Acre Farm Caravan Park, Far Forest, DY14 9DS

Proposal: Construction of a car parking area

Applicant: Mr G Thomas

**Council RESOLVED to have NO OBJECTION to the proposals.**



**b) Planning Decisions (FOR INFORMATION ONLY):**

- i) Reference: 18/03913/FUL (validated: 24/08/2018)  
Address: Mawley Hall, Cleobury Mortimer, DY14 8PN  
Proposal: Restoration of former 'fountain garden', to include erection of summer house, landscaping and associated works  
Decision: Grant Permission
- ii) Reference: 18/04014/FUL (validated: 29/08/2018)  
Address: Lea Farm, Catherton Road, Cleobury Mortimer, DY14 0EA  
Proposal: Change of use of a dwellinghouse (C3) to a mixed use of a dwellinghouse (C3) and holiday let (Sui Generis)  
Decision: Grant Permission
- iii) Reference: 18/03914/LBC (validated: 24/08/2018)  
Address: Mawley Hall, Cleobury Mortimer, DY14 8PN  
Proposal: Restoration and reinstatement of fountain and associated structure  
Decision: Grant Permission
- iv) Reference: 18/04805/FUL (validated: 18/10/2018)  
Address: Meadowside, Weston Farm Barns, Cleobury Mortimer, DY14 8PP  
Proposal: Erection of a single storey extension to the side elevation  
Decision: Withdrawn
- v) Reference: 18/04166/FUL (validated: 03/10/2018)  
Address: Playing Field, Love Lane, Cleobury Mortimer, Shropshire  
Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the erection of three lighting poles (6m. high) to support two LED lights (900w) for playing field  
Decision: Grant Permission

**12.09.18 Cemetery - Commonwealth War Graves**

Cllr Brown explained that the war graves in the cemetery had been cleaned by a volunteer prior to Remembrance Sunday but they are the responsibility of the Town Council. Council RESOLVED to put into place a schedule of care and maintenance of the war graves.

**12.10.18 Future Development**

Cllr Brown asked Council to consider the process of naming new roads created with future development and that consideration should be given to naming new roads after our war dead as a permanent memory of their sacrifice. Council RESOLVED to approve this proposal.

**12.11.18 Council Policies – Cllr Bodenham**

- Cllr Bodenham introduced the plan for a Capability Policy which would be a four-stage policy to help Council manage employees where work falls below a certain standard. The drafted policy will be reviewed by the Policy Committee prior to Council approval.
- Cllr Bodenham explained that the Council's Mission Statement, Vision and Business Plan all cover community well-being so it makes sense to have a Health & Well-Being Policy. A draft policy from Shropshire Council will be adapted for the Town Council. Cllrs Brown, French and Bodenham will work on this but if any other members wish points to be included then please put them forward. Clerk to arrange a working group meeting to put this together in January.
- Cllr Bodenham stated that the Employee Handbook was missing policy details on internet and email communications so this has been put together to clearly set out the policy for employees using the internet. This policy can be added into the Handbook which needs reviewing in stages as it is very lengthy and out-of-date.



---

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

The next Town Council meeting will be held on **Monday 7<sup>th</sup> January 2019.**

---

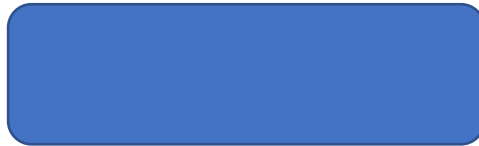
Under section 100a (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12a of the Act by virtue of the paragraph specified against the item.

**12.13.18 Employee Matters**

**12.14.18 Parish Hall update**

**Meeting closed at 9.30 pm.**

**Signed Chairman:**



**Date: 07 / 01/ 2019**