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**Minutes of Town Council meeting held on Monday 4<sup>th</sup> February 2019 at 7pm in Cleobury Country Centre, Cleobury Mortimer.**

**Present:**

Cllr D Brown (Chairman), Cllr Andrew Goold (Vice Chairman) Cllr Alexander Smith, Cllr Neil Tysall, Cllr Geoff Hainsworth, Cllr Toby Kirkby.

**Town Clerk:** M Sheehan

**RFO:** D McBride

Public: 3

Unitary Councillors: Cllr G Butler, Cllr M Shineton

**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).

Mr Webster handed out copies of the Bus timetable to the councillors and raised the point that when the road is closed for the new crossing during 9am to 3pm, what is happening to the bus service? He suggested that the bus service could run a service from Kidderminster to Cleobury one side and the other side from Ludlow to Cleobury and back therefore continuing with the service.

Cllr Shineton would check arrangements at Shirehall and the Clerk would contact the Bus companies.

Mr Williams raised the issue of gritting of Ronhill lane down the dangerous hill giving his view of it being life critical. He sincerely thanked Cllr Goold, Matt Sheehan, Dorothy McBride and Phil Turner for all the help. He stated that the hill had been gritted 3 times in the last 10 days and has constant battles with Shropshire Council, even offering to pay even though all down the hill pay council tax.

The Clerk explained that there is the main gritter and the one Mr Williams saw that does all the small roads and cul-de-sacs and Phil James from Highways has instructed the driver to come into Cleobury up Ronhill and grit the road on the way up to help.

Cllr Goold confirmed that the Clerk had built up a long relationship which helped.

Mr Williams also wanted to raise issue of people parking in Disabled bays when not entitled.

Cllr Brown confirmed that we are aware of the issue and disabled bays are to be remarked as with the Talbot car park. The Clerk confirmed that the Police have been asked to help and also will be getting Parking enforcement down again.

**02.01.19 Apologies for absence**

Cllr P French Reason - Leave

**RESOLVED** to accept apologies

**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.*

**Cllr Bodenham 02.08.19 b) Planning Matters**

**Cllr Hainsworth 02.08.19 e) Planning Matters**

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

**RESOLVED** to approve the Draft and Confidential minutes, and duly signed by the Chairman

**02.04.19 Matters arising from the minutes**

Clerk's Report distributed at meeting.

Had meeting with the new Police Sargent for our area and councillors to show the CCtv system.



Putting together Grass cutting specifications to go out for Quotes.  
Had meeting with Mr Breen from Wyre Forrest Council and his men to Quote for Wildflower garden and Dog training area. Also meeting with Cllr French and another contactor to gain quotes. Have arranged alternative access to Skate Park area if required through School.  
Requested information on employing a lollipop person from Shropshire council and arranged meeting with Primary School and Cllr Brown, and Dot to move things forward.  
Letter and information sent to Inspector Roberts.  
Assisted Police to gain CCTV footage. Still getting requests for more. All feedback is positive results.  
Arranged Smartwater and West Mercia police to come and film two residents and myself for being first Smartwater town.  
Clarion Report for February done and sent to Jim.  
New Notice Board will be done in next few weeks with Phil James supervising which saves a section 50.  
Confirming exhibitors for Festival.  
Paint for Post box and spares for Phone box ordered and received.  
Report of fence damaged in Skate Park. Belongs to School so passed on.  
Completed online audit of Playing Field for Sport England  
Made contact with new Trust Estates and facilities manager at Lacon.  
Had Meeting of policies group to review Policies for Council approval.  
Phil James has given his tractor gritter driver instructions to start on Ronhill and do the hill into Cleobury.  
Concern raised about the fence leaning down Church Walk. Contacted owner and waiting for reply.  
Gained costings for work at Newbridge from both Prysman and Shropshire Council.  
Confirmed that the streetlight Lion lane will be paid for equally. To send revised invoice.

Attended Market Towns meeting in Shrewsbury and raised some of the issues we have, Dangerous bend at Newbridge, Talbot Car Park, Lollipop person, the Gritter issue, the Co Op crossing, new Sewage Plant needed, the Manor House and the new Nursing Home and our problems with local infrastructure. This was because they concentrate on the larger Towns to help especially in the North, and we need it too. I also reiterated the lack of help from Shropshire Council and I get more help from Worcestershire.  
They will also be looking to review the Parish boundaries after the next election as we have 158 parishes and they want to look at reducing it to 60-70. They will be employing a dedicated Tourism officer after April 2019, so in the next Financial year. I was pointed towards Cllr Butler regarding CIL information.  
From this I have managed to confirm that the Cllr Peter Nutting Mayor of Shrewsbury and Council leader, will come down with Steve Brown and Steve Davenport, plus Gemma Davies Head of Economic Growth, to look at the Newbridge bend and discuss all issues that we have. He said he is not quite there yet with the funding to sort out the Talbot car park but still working on it. I will look to arrange a meeting as soon as possible.

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

Cllr Hainsworth confirmed that the Old library had now been sold and part of the title exchange mentions use of the old disabled entrance and easement. Tenant at the No 1 cottage has now moved out.

Also raised was the state of the road to Ditton mill from the large contractors' vehicles and the mud left from the vehicles.

Cllr Smith has tidied up the Phone box and replaced broken frames but it could do with a proper clean up. The council would need to confirm whether to just tidy it up on the outside or a full restoration. To come back to council with costs.

Cllr Goold had spoken to Steve Todd and next Xmas light switch on will be 7<sup>th</sup> December so it will have to be 23<sup>rd</sup> or 30<sup>th</sup> November 2019 to put up Christmas lights. Also looking for sponsorship for lights we could plant the seeds when doing the Shop widow display competitions in the summer. Met with the Primary school and Kate from Cleobury Hills to make 250 children and 20 staff Dementia friendly, which made it a Dementia friendly school. The school will adopt a flower bed at Cleobury Hills and children will visit. Very positive move forward and working with businesses.

Cllr Brown explained that she and Dot had a very positive meeting at the Primary School regarding the Lollipop person and their business manager will take it forward to employ the person and we will be invoiced.



Cllr Tysall updated the council on the Men's sheds Charity that as well as Cleobury, other parishes have given donations thanks to Gwilym and Dot. The plastics group meeting dates will be circulated through the Clerk. Cllr Kirkby raised the poor quality of work filling Potholes and wondered if they were using an outside contractor. After a short discussion it was agreed to question Steve Brown when he comes down. The mud on the road at Ditton mill was dangerous. The Clerk confirmed that it was being addressed as he had also reported the issue. Finally, the mirror at the bottom of the Hurst needs putting back. The Clerk confirmed he had sorted it and was now back.

Cllr Bodenham updated the council of the Neighbourhood plan and moving forward with the land allocation, to meet with intermediary agents to look at overall scheme. May not be economically viable. The Business hub will need some help and need to find a suitable consultancy agency to assess.

Sent by email the proposal for the annual town meeting to firm up in March, talking to Clarion with range of awards to give out at the meeting. Public meetings for Dementia friendly sessions will be publicised over the next few months.

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

CIL task and finish group is ongoing. Looking at road safety on Wednesday. The good place plan question about 106 and CIL has gone to Eddie West for an answer. The 10-year plan for development is not enough, others in Shropshire are looking at a 40-year plan.

Cllr Bodenham reported that at the Neighbourhood plan meeting it was discussed to create meaningful spaces.

Cllr Shingleton reported an abandoned car in the Talbot car park she was dealing with. The Youth partnership had lost an officer from the council. Next Agenda to nominate.

Looking into ownership of a hedge opposite the Nursing Home. Need a streetlight in Bull alley by the Telephone exchange. Clerk to get costings.

**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

**RFO made Council aware of additional payments.**

M Sheehan- £38.05 - Mileage

Viking - £268.56- Office and New toilets

Cleobury Country - £144 – Training

P French - £79.36 – Reimbursements Wells

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

**RESOLVED and Duly signed**

**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)

**RESOLVED No Objection**



**b)** Reference: 19/00209/TCA (validated: 15/01/2019)  
Address: The Old Vicarage, 3 Church Street, Cleobury Mortimer, Kidderminster, DY14 8BS  
Proposal: To crown reduce by 4-6 metres reduce overhang to neighbouring property within Cleobury Mortimer Conservation Area.  
Applicant: Mrs Carol Shorrocks  
**RESOLVED No Objection**

**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  
**RESOLVED No Objection**

**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**  
Cllr Hainsworth explained the diversion and that the Glen Caravan Site would pay and put in a bridge needed across the brook. **RESOLVED** to report back with positive contribution from the Caravan site was noted.

**02.09.19 Agree meeting dates and date for 2019 Parish APM – Cllr Brown**  
Set out format for APM

This was discussed and agreed to confirm the date at the next meeting. Also discussed awards proposals and publicity.

**RESOLVED** to have three awards, Community Champion, Environmental Champion and Business / Organisation Champion. Cllr Brown, Cllr Bodenham and Clerk on Awards panel and to invite nominations for awards to develop a shortlist. To organise an awards committee from community.

**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

**RESOLVED** to accept review of Policies.

**To adopt new Policies:**

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

**RESOLVED** to adopt new policies

**02.11.19 Christmas Window display – Cllr Brown**

Cllr Brown made reference to the letter received from Mr Reynolds and proposed suspending Standing Orders.

**20.01pm RESOLVED to suspend Standing Orders**



Mr Reynolds explained that the Town at Christmas looks so much better in recent times giving the community a boost and the businesses display should have an award as detailed in the letter. Initial donation to pay for Trophy of £200 from Clarion and supported thereafter by the Town Council.

**20.05pm Reinstate Standing Orders.**

Cllr Brown confirmed that a similar thing will be done as a summer display during the Cleobury Festival.

**RESOLVED that the Council agree to move forward with the proposal and continue to support.**

**02.12.19** Business Cards – Cllr Brown

**RESOLVED to get new business cards for Councillors with new Logo.**

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

Cllr Brown confirmed that the Town Council did respond to Shropshire Council Highways to say how insensitive the reply received by Mr Williams was.

Cllr Goold stated that Phil James from Highways was the complete opposite and has tried to help in his own position in Local authority.

Cllr Brown said she can give Mr Williams comfort in knowing that we did respond in the strongest terms.

**02.14.19** Place Plan Review – Cllr Bodenham

Cllr Bodenham explained that the Place plan should be in line with the Neighbourhood plan and there is a complicated factor that he is talking to Vicky Turner about. The priorities need to maximise the use of CIL and therefore will get it ready to bring back to the next meeting in March.

**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.**

**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 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

**Meeting Closed at 8.30pm**

**Cheques written:**

Shropshire Council - Wages

**Cheques for payment: –**

Shropshire Council - Wages

**Cheques for payment: -**

Cleobury Country – room hire - £105.00

SALC - Cemetery training fee - £27.00

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M Sheehan- £38.05 - Mileage

Viking - £268.56- Office and New toilets

Cleobury Country - £144 – Training

P French - £79.36 – Reimbursements Wells

**Signed Chairman:**



**Date: 4<sup>th</sup> March 2019**