



DRAFT Minutes of Town Council meeting held on Monday 4th March 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, Cllr Liam Roberts.

Town Clerk: M Sheehan

RFO: D McBride

Public: 3

Unitary Councillors: Cllr G Butler, Cllr M Shineton

03.00.19 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).

03.01.19 Apologies for absence

None

03.02.19 Co-Option – Cllr Bodenham, Cllr Goold

Proposed that Liam Roberts be Co Opted onto Cleobury Mortimer Town Council. **RESOLVED.**

Cllr Roberts signed the Declaration of Acceptance of Office, witnessed by the Clerk and Chair Cllr Brown and subsequently joined the meeting.

**03.03.19 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 French 03.08.19 Financial Matters

Cllr Hainsworth 03.08.19 Financial Matters b) S.137 Grant Application

03.04.19 To approve the Minutes of the Town Council Meeting held on Monday 4th February 2019

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

03.05.19 Matters arising from the minutes

The Clerk went through a few items as Councillors had report before meeting.

Clerk's Report for March 2019 meeting.

Sent out and received back Grass cutting Quotes. Agenda item.

Smartwater and West Mercia police came and filmed Mr Todd, Mr Smith and myself for being first Smartwater town.

Clarion Report for March done and sent to Jim. Copy in packs now working on April.

Sorted out permissions for painting Victorian Post box and now is painted.

Gained costings for work at Newbridge from both Prysman and Shropshire Council. Given to Cllr Hainsworth. In packs.

Chased both Diamond and R&B bus companies to see what they will be doing during the road closure.

Investigating one of our streetlights taken down in New Road by developers. Will get back.

Requests for more CCTV footage from Police and also from an Insurance Company. Created Discs and handed over to Police and also sent one to Insurance company concerning damage to car in Church street at agreed cost.

Arranged Co Option interview with candidates for Cllrs Goold and Bodenham. Also had time in office.

Work with resident by Church walk to clear branches around a streetlight to allow it to be repaired.



Cleobury Mortimer 10K road race - 7th July - 10:00 AM

Work with Parish Hall Committee and MFG Solicitor to gain easement and make sure all paperwork is correct and covers the rights of access gained in previous land registry tribunal case. Have to sign and return privacy notice and Schedule for terms and conditions. Also confirmed Parish Hall will be paying solicitors fees.

Registered our motion for the 20mph investigation for Cleobury Mortimer, with Shropshire Council.

Had lots of comments as to how much better the traffic flowed through Cleobury with no parking down to the bank and had suggestions of yellow lines and restricted parking in the High street. April Agenda.

Attended Town Clerks meeting at Shire Hall and raised issues of Newbridge corner, Talbot Car park, Disabled bays needing remarking among other things. Will arrange meeting as soon as possible.

Still working on Festival for 29th June.

Planning register, Risk Register and Complaints register are all up to date. Risk Register in packs.

When road works closure at crossing was operating had complaints about vehicles using Ronhill and making a mess. Saw site manager from WMP and he would send their road sweeper down to tidy up.

Getting together Play Area quotes and will be looking at and concentrating on that project next.

Assisted Cllr Bodenham, Mark Greaves and two students to mark out Bike trail. Trees marked for removal.

Lot of concern about parking by nursing home. To look at for April meeting. Will talk to Highways when they come down for meeting about Newbridge.

Looking into Enforcement of Civil Parking Regulations that was in the February bulletin concerning Newquay council and the problems they are having. Will report back.

CIL training for Clerks will be when I am off but Dot is attending.

Dot will be standing in for me at the April meeting as I will be away.

03.06.19 Councillors reports and items for future agendas

Cllr Smith reported that the Curdale phone box would be costly to refurbish with cost for frames, removal for sandblasting and may get damaged removing, so would propose pressure wash and tidy the painting up. To liaise with Clerk to get done.

Cllr Goold reported that the Primary school is moving forward for Dementia friendly and may be put up for a national award.

Cllr Brown referred to her report from the Market Hall and informed the council that some invoices were still to be paid. Asked if happy with format of report and how often to bring to council? Agreed Quarterly.

The road sign at Rockley bank had been knocked down. Clerk to inform Highways. also Pot holes half way down New road and bottom of Furlongs close.

Cllr Brown requested that Traffic management was to be put on the April agenda due to all the positive responses when the Crossing was being built. To review by the Tenbury road crossroads and outside Nursing home.

Cllr Tysall also remarked on how the town traffic flowed well while roadworks was in place and he and Cllr Kirkby are still planning to do survey of Pot holes.

Cllr Kirkby asked how long it was when the School requested funds to repair car park. Cllr Goold confirmed 4 years. Cllr Kirkby reported that the entrance to the school car park was now quite a mess with Pot holes.

Cllr Goold suggested the car park may belong to Shropshire Council.

Cllr Bodenham requested that the April Agenda have Health & Safety review and a draft allocation policy for the Neighbourhood plan for the council to look at. Cleobury Country would also look at it. There have been twenty-one participants in the Dementia friendly sessions provided so far, nothing close to the Primary school, but will be working with the Running club on 28th March.

Cllr Brown suggested that with the Health and wellbeing at the Festival, whether something can be done at the festival about dementia.

Cllr Bodenham would raise it at their next meeting in May.

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

Cllr Butler reported his new position looking after Communities and place plans, town and parish councils, environmental health and traffic enforcement, highways. Have done a 24-mile trip around the Parish and the Catherton road is by far the worst and needing work done.

The Budget was set last week with a 3.99% rise and waiting for fairer funding review January or February next year.



Cllr Shingleton reported that the Future fit having the A & E at Shrewsbury is being challenged by Telford and Wrekin. There are workshops available for midwifery and Lots of training for councillors. Again, the traffic flow during the roadworks was a surprise. The back of the new Nursing home has an issue with the boundary hedge being pretty useless and looked at deeds at Shire hall but nothing definitive and also asked the Nursing home to look at their deeds.

Cllr French commented that walking along the back path it is not secure.

Cllr Brown said that a plan with boundaries needs putting together. Clerk to look into.

Cllr Shingleton continued to discuss the 292 bus service and the lack of response from Worcestershire council. There was a short discussion on subsidies and costs also raised was about using Taxis or Dial a Ride to provide a service. The School minibuses were also an option.

03.08.19 Financial Matters

a) Accounts to be paid:

Shropshire Council - Wages

Cheques for payment: -

West Mercia Energy – Toilet electric – January 2019 - £91.57

Alan Guest – churchyard tree maintenance - £150.00

Cleobury Country – meeting room hire - £67.50

Tenbury Plant & Tool Hire – saw hire - £34.74

Market Hall Trust – meeting room hire - £16.00

RFO made Council aware of additional payments.

M Sheehan- £28.80 - Mileage

Market Hall - £32.00- Meetings

P French - £129.95 – Reimbursements Festival

b) S.137 Grant Application:

Cleobury Mortimer Footpath Association – Walkers Are Welcome Subscription - £60.0

After a short discussion the council **RESOLVED** to award the grant.

c) Finance Committee Update – Cllr Brown, RFO

i) Finance Committee Report for information

RFO explained the minutes from the Finance meeting which resulted in the next two items needing resolutions.

ii) Recommendation to approve reviewed Cemetery Fees and Charges for 2019/20

RESOLVED to accept the new Cemetery charges

iii) Recommendation for Council to approve additional cemetery administration up to a maximum of £1,000 for electronic data input of cemetery records - project to be complete by September.

The RFO explained that the last 20 years of records need to be input and each entry takes an average of 30 minutes, and has been costed out at £10 an hour which relates to £950.

Cllr Brown proposed a cost of no more than £1,000 allocated for inputting data. **RESOLVED.**

03.09.19 Planning Matters

New Planning Applications:

a) Reference: 19/00517/VAR (validated: 01/02/2019)

Address: The Lacon Childe School, Love Lane, Cleobury Mortimer, DY14 8PE

Proposal: Variation of Condition No.1 attached to planning permission CC2008/0040 dated 12/02/2009 to allow for the retention of the demountable accommodation for a further temporary period of ten years

Applicant: Lacon Childe School (Love Lane, Cleobury Mortimer, Shropshire, DY14 8PE)

RESOLVED No Objection

b) Reference: 19/00214/FUL (validated: 11/02/2019)

Address: Forest Dog Rescue, Lem Hill Kennels, Green Gap, Cleobury Mortimer,



Kidderminster, Shropshire, DY14 9DX

Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the erection of 2No. kennel buildings

Applicant: Forest Dog Rescue (Mrs Maureen Shaffery, Lem Hill Kennels, Green Gap, Cleobury Mortimer, Shropshire, DY14 9DX)

Because of objections made online, a site visit was requested by councillors on behalf of council. Clerk to arrange and from the site visit send Councils comments to planning. RESOLVED.

c) Reference: 19/00409/FUL (validated: 28/01/2019)

Address: Barn North East of Mawley Hall, Cleobury Mortimer, Shropshire

Proposal: Erection of a two-storey extension to the north-west of the existing barn; all associated works

Applicant: Mawley Hall LLP (c/o agent)

RESOLVED No Objection

d) Reference: 19/00410/LBC validated: 28/01/2019)

Address: Barn North East of Mawley Hall, Cleobury Mortimer, Shropshire

Proposal: Works to Listed Building to facilitate the erection of a two-storey extension to the north-west of the existing barn; all associated works

Applicant: Mawley Hall LLP (c/o agent)

RESOLVED No Objection

e) Reference: 19/00411/FUL (validated: 28/01/2019)

Address: Bothy to The North of Mawley Hall, Cleobury Mortimer, Shropshire

Proposal: The restoration of the "walled garden", to include the renovation and extension of the existing Bothy, the construction of a Loggia, landscaping and associated works.

Applicant: Mawley Hall LLP (c/o agent)

RESOLVED No Objection

f) Reference: 19/00412/LBC (validated: 28/01/2019)

Address: Bothy to The North of Mawley Hall, Cleobury Mortimer, Shropshire

Proposal: The restoration of the "walled garden", to include the renovation and extension of the existing Bothy, the construction of a Loggia, landscaping and associated works

Applicant: Mawley Hall LLP (c/o agent)

RESOLVED No Objection

g) Reference: 19/00540/FUL (validated: 15/02/2019)

Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN

Proposal: Erection of a traditional range of stables to accommodate up to 22 horses with associated Groom's and Estate office accommodation. The erection of and indoor riding arena, a traditional storage barn, an outdoor manage and a new energy centre, landscaping and associated works

Applicant: Mawley Hall LLP (c/o agent)

RESOLVED No Objection

h) Reference: 19/00780/FUL (validated: 18/02/2019)

Address: 60 Betjeman Way, Cleobury Mortimer, DY14 8BB

Proposal: Erection of a front porch

Applicant: Mr & Mrs M. Baldwin

RESOLVED No Objection



- i) Reference: 19/00805/FUL
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN
Proposal: Installation of two sets of metal automated bollards to the north and east gate entrances.
Applicant: Mawley Hall LLP (c/o agent)
RESOLVED No Objection

03.10.19 Confirmation Council meeting dates 2019-2020 – Cllr Brown

Confirm Parish AGM date of Friday 17th May 2019, venue, budget and format.

Cllr Bodenham confirmed that the two schools were being used again and there was still approximately £800 in the budget but proposed that £2,000 from the Grant budget, out of the £5,000 allocated, be used for the Parish Annual meeting as last year. **RESOLVED.**

03.11.19 Consider and agree Grass Cutting Contract 2019 – 2020- Cllr Brown

From the spreadsheet drawn up by the Clerk, Cllr Brown proposed that the grass cutting is split between two local contractors, with Quote C looking after the Skate Park Area, Playing field and St Mary's Churchyard. Quote B to look after the Cemetery and Love lane Play area. Also, that next year we ask for quotes for one, two and three years. **RESOLVED.**

03.12.19 Project Quotes / update – Cllr Bodenham, Cllr French, Cllr Brown

- a) Dog Training Area

After looking at the spreadsheet of quotes with relevant information included the Council **RESOLVED** to go with a local contractor and Quote D on the understanding that the Clerk meets with the contractor and is satisfied the materials and standard will be what is required. If not, it will be brought back to council at the April meeting.

- b) Wildflower Meadow

The Council **RESOLVED** to go with quote A Wyre Forest Council.

- c) Bike Trail

Cllr Bodenham explained that himself with Mark Greaves, two lads and the Clerk had marked out the Trail and was half way cutting the trees out which was creating some excitement with local children. It will have two natural entrance and exits areas.

Cllr Brown said it would be good to promote the three areas in the Clarion. To look at a communication plan.

03.13.19 Place Plan Review – Cllr Bodenham

Cllr Bodenham had the Draft plan which had been revised by the RFO, Clerk and Cllr Brown. **RESOLVED agree to the plan**, to sign and return to Shropshire Council.

03.14.19 Risk Assessments / Review – Cllr Brown

The Risk review highlighted three items overdue. Clerk to chase up with Shropshire Council.

03.15.19 To confirm date of next Town Council meeting

The next Town Council meeting will be held on **Monday 1st April 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.



03.16.19 Complaint – Cllr Tysall, Clerk

03.17.19 Employee Issues – Cllr Brown

- I. Nest increase (statutory)
- II. Salary review from 1st April
- III. Employee issues/salaries

Meeting Closed at 9.05pm

Cheques written:

Shropshire Council - Wages

Cheques for payment: –

Shropshire Council - Wages

Cheques for payment: -

West Mercia Energy – Toilet electric – January 2019 - £91.57

Alan Guest – churchyard tree maintenance - £150.00

Cleobury Country – meeting room hire - £67.50

Tenbury Plant & Tool Hire – saw hire - £34.74

Market Hall Trust – meeting room hire - £16.00

M Sheehan- £28.80 - Mileage

Market Hall - £32.00- Meetings

P French - £129.95 – Reimbursements Festival

Walkers Are Welcome Subscription - £60.00

Signed Chairman:

Date: