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

**Present:**

Cllr Debbie Brown (Chair), Cllr Neil Tysall (Vice Chair) Cllr Geoff Hainsworth, Cllr Paul French, Cllr Andy Goold, Cllr Alex Smith, Cllr Jon Bodenham.

**Town Clerk:** M Sheehan

**RFO:** Dorothy McBride

Public: 4

Unitary Councillors: Cllr Butler

The Chair welcomed everyone to the November meeting.

**11.00.19 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 the new Bus service timetable and confirmed he had distributed 320 copies, also putting them at the Blount and Hopton. Cllr Shineton has also distributed some copies. The route of the bus has changed and now stops at the Hospital on the way out of Kidderminster, with limited stops. The service is much better than before but still is a few minutes late.

**Cllr Brown** thanked Mr Webster on behalf of the Town council for all the work he has done and doing to help the community.

**Mrs Payne** updated the council on the Tenbury road development confirming that the trees are well fenced off and protected. They have a good relationship with Dave the site manager, providing his contact details and willing to meet anyone concerned from the community. They will be moving soil until mid-January, moving 42 tons so far. They have a daily road sweeper to keep the road clean. They will have temporary traffic lights on 14<sup>th</sup> November for three days from Whitcombe orchard up to the power station. Mrs Payne asked if it was OK to put the information out there.

**Cllr Brown** asked for clarity if it was as a tree warden or individual? And could post on the Town council Facebook page.

Cllr Hainsworth confirmed that the contractors needed to be congratulated as it has been very clean compared to other developments.

**Mr Smith** added that Dave will be the manager for the site development and they will continue to report back, making sure this is a model site. He is working on the scoping report and hope to bring it to the December meeting.

**Cllr Brown** asked if the older estates that are tree sparse would be in the report.

**Mr Smith** confirmed it would.

**11.01.19 Apologies for absence**

**Cllr Roberts – University**

**Cllr Kirkby – Another engagement**

**Cllr Shineton – another meeting**

**11.02.19 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.*

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

**Council RESOLVED to approve the Minutes of 7<sup>th</sup> October 2019; duly signed by the Chairman.**

**Council RESOLVED to approve the Confidential Minutes of 7<sup>th</sup> October 2019; duly signed by the Chairman.**



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**11.04.19 Matters arising from the minutes**

**Clerk's Report**

Met with contractors to look at quoting for tree work outstanding from report. Also liaised with our tree warden to make sure he was happy with all work proposed.

Chase Shropshire Council Highways for drains in main road to be cleaned.

Worked with Jason at Shropshire Council and police to chase work to be done at Newbridge.

Chased and received letter for work in Talbot car park to put on our website.

Sent information to Cllr Shineton as requested at October meeting.

Finding it very frustrating to contact anyone at Shropshire council having to go through public channels. Very time consuming and will raise at next Clerks meeting at Shire Hall.

Assisted Cllr Brown with Food Bank and administration.

Held community Crime reduction meeting with good attendance and appointed a new Chairman. Have arranged a Saturday morning meeting to update and hand over.

Notified all unsuccessful Play area companies. Have received presentation posters from Wicksteed, who was chosen, have put one in Youth Hub, one in Primary School and one to go in Market Hall window.

Looked at CCTV for more incidents reported and requiring action.

Met with ORP to look at getting 4 more cameras as notified of grant available from PCC to cover costs, which will help cover blind spots around the town. Also assisted Lacon with their CCTV system introducing our contractor.

Chased Shropshire council about dealing with the Manor House and waiting for a reply.

Gave go ahead for another contractor to fix gate on field due to other contractor letting me down. Now done

In consultation with RFO gave go ahead for wildflower meadow to be cut back after three quotes and best quote was at minimal cost.

Updated LEADER with quotes agreed for work regarding Play area and Outdoor gym equipment to comply with terms and conditions of our successful grant application. Given go ahead and signed new contract.

Attended training on website regulations at Shrewsbury, which covered cyber security.

Passed on concerns received about parking issues and other issues raised by the public to Police.

Attended to all questions and queries from the public professionally and promptly.

Streetlights in the Talbot car park are now in place after all our efforts.

The tree work opposite the Parish Hall will start to take place week commencing 4th November with traffic lights to ensure safety of contractors, this will cause some disruption. Also, at the same time, the same contractors will be starting the tree pleaching of the trees in the High street.

Have continued to monitor the company that took away our streetlight and they have started again under a new name so looking at going to small claims court to get a new streetlight for residents of New road.

Hedge alongside play area and playing field done now working with the school.

Have put in a Grant application to the PCC for 5 more cameras to cover Furlongs New road junction, Tenbury road eagle lane junction and Love lane past the Lacon entrance. Updated new Chairman.

Looking at planning permission for tree work in churchyard as it is in the conservation area.

Outdoor Gym equipment should be started 27/28th November.

Mr and Mrs Todd have distributed the Xmas lights collection boxes.

Alan Guest will be providing both Xmas trees this year.

Met with Prysman and Cllr Hainsworth to look at changing the existing concrete columns. Waiting for costings and will then implement work.

**11.05.19 Councillors reports and items for future agendas**

**Cllr French** confirmed that the Christmas cards were in production and will be available soon.

**Cllr Bodenham** instructed that a date needs to be set to look at the 1 & 3-year plan review, at a time so all councillors can meet. Clerk and RFO to coordinate. The next finance meeting is 18<sup>th</sup> November so between then and Christmas.

The Chair of the Dementia friendly group is changing and Cllr Bodenham will Chair until a new chair is elected at the January meeting.

Arranging site visits with our independent planning consultant to look at viable options before discussing further with landowners and then will make a recommendation back to the Council.

We are now in a position to apply for Gold standard quality award and will apply and get on with it.

We need volunteers and a couple of councillor volunteers to re visit tourism. **Cllr Brown** put her name forward.



**Cllr Goold** reported that Mr Alan Guest will not be able to help with the Xmas lights this year due to health issues therefore he will take his place and asked for more volunteers to help. It is on Sunday 24<sup>th</sup> November at 8am at the Market Hall.

**Cllr Brown** informed the council that due to the training of website security the Clerk and RFO attended, we were advised not to have emails on our website, therefore the only one on there is for the Clerk and everything can be directed through the Clerk. Phone numbers are still on there to be used. Other advice to upgrade the website has been implemented with full accessibility so pages can be read out to users and user-friendly graphics.

**Cllr Tysall** reported the loose slab on the pavement in lower street and the damaged speed restriction sign up by the Cemetery, which has now been repaired.

Cllr Smith raised the issue of the mud on the Tenbury road which has been attended to and also the inaccurate information on the Town map.

**Cllr Hainsworth** informed the council of the meeting with the Clerk and Prysman to look at changing the remaining lampposts. Mark did not attend but sent an engineer, but during the visit managed to talk with Mark that we need updated modification lists from them as our contractor. Have not yet received programme for replacement and costs. To chase.

Parish Hall report given out, now in regular surplus of funds so will re-establish a contingency fund.

**Cllr Brown** questioned if report was just copy of their minutes.

**Cllr Hainsworth** confirmed it was his report. He went on to discuss the terrible road conditions down to Ditton Mill and the potholes. Also, when work is conducted down the road to Tenbury the road signs are not very informative or appropriate in wrong locations.

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

**Cllr Butler** requested that he be copied into emails where the clerk is having problems with Shropshire Council. The quality of potholes are better with new machine, was 4,200 at any one time now down to 700, but the weather is an issue.

Men's shed has now got the roof on and will be looking at parishes to precept donations.

**Cllr Goold** raised the issue that Cllr Hainsworth mentioned about roads dropping away at the side and the Bridgnorth road to Kinlet has a stretch doing that.

**Cllr Butler** confirmed it was on the list to be done. The issue is not helped in a lot of lanes by large agricultural vehicles using the roads who don't pay road tax.

**Cllr Goold** commented that a stretch up the Catherton road has now been done and is good now.

**Cllr Bodenham** raised the issue of drains that have been done around the town have helped recently having less flooding issues.

**Cllr Butler** explained that there are 86,000n gullies to be done with 32,000 done so far.

#### **11.07.19 Financial Matters**

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

R Price – Grass cutting (October) - £170.00

Cleobury Country – meeting room hire - £67.50

Hollywood Sheds – post mix for bike trail - £36.00

Fabrite AMF – posts for bike trail - £200.41

Viking – toilet and office supplies - £240.23

Fresh-Air Fitness – 50% deposit for outdoor gym - £8,278.80

West Mercia Energy – toilet electric (September) - £47.28

Craven Arms Memorials – 50% deposit for cemetery work - £300.00

G Print – Flag Raising - £50.00

Royal British Legion – Poppy Wreath donation - £50.00

##### **RFO notified the council of the following addition: -**

R Price – Grass cutting - £180

M Sheehan – Training mileage - £28.80

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

##### **b) S.137 Grant Applications:**

St Mary's Place Residents Association – Community Garden trellis structures - £350.00

**RESOLVED** agree to pay grant.



- c) To adopt updated Financial Regulations including Debit Card Policy  
**RESOLVED to adopt.**
- d) To complete and sign BACS Application for payroll  
**Agreed and signed.**

**11.08.19 Planning Matters**  
**New Planning Applications:**

**Planning Decisions:**

Reference: 19/02246/FUL (validated: 20/05/2019)

Address: Proposed Residential Development Land to The East Of, Mortimer Gardens, Cleobury Mortimer, Shropshire

Proposal: Erection of 5no dwellings

Decision: Grant Permission

**Cllr Brown mentioned that although the Town council and others objected to this application it was noted in the Officers report that due to not having a Neighbourhood plan in place**

**11.09.19 Cemetery**

To consider request for kerb set for a grave.

**7.54pm RESOLVED to Suspend Standing Orders.**

Mrs Payne let the council know that a family grave has numerous bodies in it hence a Kerb set would be for that.

**7.55pm RESOLVED to Reinstate Standing Orders.**

After a short discussion the council **RESOLVED** to follow the Cemetery Rules and regulations and decline the request. RFO to liaise with Cemetery administrator.

**11.10.19 Banner Xmas lights – Cllr Goold**

Update on Xmas lights.

**Cllr Goold** confirmed that Prysmian has been organised again to assist with the Christmas lights putting them up on November 24<sup>th</sup> but if weather is bad then the following weekend on 1<sup>st</sup> December. And **Mr and Mrs Todd** have distributed the collection boxes. **Cllr French** has sourced banners to advertise the event at £32 each for four banners.

**RESOLVED to pay for the banners.**

**11.11.19 Tree work required from Safety report – Cllr Brown**

Agree contractor for work at all locations.

After a short discussion the council **RESOLVED** that **Quote A** has the work for St Mary's Churchyard, Love Lane Playing field and the Cemetery. **Quote B** has the contract for the work in the Skatepark area.

The council thanked the Clerk and RFO for all the work putting it together.

**11.12.19 Wells Further Repointing and Stonework – Cllr P French**

Agree Max Expenditure

**Cllr French** explained that when the contractor quoted for previous work, they also quoted for other work identified. **Cllr French** contacted two other companies to quote but has not been forthcoming.

**RESOLVED** to wait until after the next Finance meeting where it will be on the Agenda.

**11.13.19 Skate Park area - Cllr French**

Gates for Cleobury Meadows end of park

Cllr French reported that this had been brought up by our maintenance man due to having to carry tools and equipment when if there was a gate could take a vehicle through. **RESOLVED** in principal to get a gate fitted.

**11.14.19 Plastics Pollution coalition – Cllr Tysall**

Looking at the Town council joining.



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**Cllr Tysall** reported that the Clerk had circulated information. Have drafted answers to questions and would propose that the Town Council adds it support. **RESOLVED** to add support. **Cllr Tysall** to sort out joining and to look at having a social media presence on the Town council website.

**11.15.19 Trees – Cllr Goold**

To obtain and plant free trees from the Woodland Trust

**Cllr Goold** reported that he had been approached by the Beavers group about a conservation community, engagement and a badge at the end. They have sourced trees and need a grid reference and map to release the trees from the Woodland Trust. Have discussed with our tree warden and will liaise with Beavers to work together and report back.

Council **RESOLVED** to carry on.

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

The next Town Council meeting will be held on **Monday 2<sup>nd</sup> December 2019**.

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

**RESOLVED**

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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.

**11.17.19 Employees – Cllr French / RFO**

**Meeting closed at 20.47pm.**

Signed Chair:



**Date: 2<sup>nd</sup> December 2019**