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**Minutes of Town Council meeting held on Monday 2<sup>nd</sup> March 2020 at 7pm in the Cleobury Country Centre, Cleobury Mortimer.**

**Present:**

Cllr Debbie Brown (Chair), Cllr Geoff Hainsworth, Cllr Paul French, Cllr Jon Bodenham,

**Town Clerk:** M Sheehan

**RFO:** Dorothy McBride

Public: 9

The Chair welcomed everyone to the March meeting and thanked the community and our volunteers for helping us to achieve Gold Quality status.

**03.00.20 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 Todd requested any update on the Pot holes

The Chair reported that it is ongoing with us reporting and chasing on a daily basis.

Mr Smith said Thank you to the Town council for all the people spending their life here in listening and being very receptive to the community and volunteers, which is appreciated. Thank you so much.

Next the Chair asked Sgt Kapil Pindoria, our new officer from West Mercia police to introduce himself. He thanked the Town council for the invite and what a lovely place to work from coming from London last year. There are four priorities to look at and talked about them as listed below.

**County lines and class A drug supply:** The network supply of drugs from Urban areas (cities outside West Mercia) into market towns using 'dedicated' mobile telephone lines or 'deal lines' utilising the exploitation of vulnerable adults and children to traffic drugs and money.

SNT serve an important purpose as we can work with residents to identify vulnerable locations where drug dealers may try to set up a criminal enterprise and when identified we will work towards removing them. Our PCSOs are instrumental in the intelligence gathering process.

**Child Criminal / Sexual Exploitation:** is a type of child abuse. It happens when a young person is encouraged, or forced, to take part in sexual activity or drug dealing in exchange for something. The reward might be presents, money, alcohol, or simply just the promise of love and affection.

The SNT will work with other agencies and departments within the Police that deal with child safeguarding. Our role ranges from educating school children around this area and also engaging with children at risk. This also serves a wider purpose around youth ASB as often children at risk of CSE are involved in youth ASB.

**Domestic abuse:** Any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality.

The SNT serve an important purpose in giving victims of domestic abuse additional support. It may include regular visits and offer advice around safety and getting them in contact with other agencies that can help victim's breakaway from the cycle of abuse.

**Acquisitive crime:** Acquisitive crime can vary from a low-level theft shoplifting to a residential burglary. This is an area that traditionally is more noticeable to the community at large. The purpose of this being a priority is to address any chronic issues. The purpose of the SNT is not to investigate individual cases of acquisitive crime but rather address the wider issue. For example, if we have a prolific shoplifter the SNT may look to deal with them via a criminal behaviour order. Where there is a residential burglary of vehicle crime a PCSO may attend to give additional reassurance to victims.

All of these areas require partnership working as the Police cannot resolve these problems in isolation. Our partners will be from outside agencies (Social Services, Shropshire Council, Housing associations, and retail community) and within the Police (Integrated offender management team, CSE teams, domestic abuse teams). Where we identify a chronic issue, we will consider whether a risk management plan or problem-solving plan will need to be implemented. This will allow us to have a clear strategy in place to deal with any chronic issues that impact the local community.



**There were then some questions asked.**

Q. Concerned about drugs, who do we contact?

A. The local SNT (Safer Neighbourhood Team) email on website.

Q. Still an amnesty on knives to hand in?

A. Yes hand over to police or police stations.

Q. What about the proactive work with schools?

A. Have a very good relationship with schools and Primary schools.

Q. What about with the children themselves and making them aware of dangers?

A. We are getting the team trained up to go out and deliver advice especially on child exploitation.

The Chair thanked the police for attending and their input.

**03.01.20 Apologies for absence**

Cllr N Tysall – Working away

Cllr A Smith – Working

Cllr A Goold – Unwell

Cllr T Kirkby - Working

Unitary Cllr Butler – Not Well

Unitary Cllr Shineton – another engagement

**03.02.20 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 - **03.07.20 Financial Matters**

**03.03.20 To approve the Minutes of the Town Council Meeting held on Monday 3<sup>rd</sup> February 2020  
Council RESOLVED to approve the Minutes of 3<sup>rd</sup> February 2020; duly signed by the Chair.**

**03.04.20 Matters arising from the minutes**

**Clerk's Report.**

Clerk's Report for March 2020 meeting.

Looked at CCTV for Police and more incidents reported and requiring action.

Looked at grants for CCTV additions to cover blind spots. Sorted paperwork for PCC application.

Have had a meeting with Shropshire council Highways, Head of Primary school and councillors to look at enforcement markings needed around Primary school.

Confirmation of Gold Quality status, arranged Certificate award for council meeting

Keep an eye on Facebook and commented when needed, to let people know what we are doing, especially sorting out the Potholes. All positive replies to posts keeping people informed.

Tree work has been completed in the Skate Park area, all really positive comments of how it now looks.

Play area has started and is starting to take shape. A donation has been received in memory of Jack and as soon as it has been finished, inspected and cleared, an opening ceremony will be organised.

Met with Western power and Lacon providing a map and location for streetlights to go in Skate park area.

Have some figures from them but now looking at Solar lighting.

Discussed with Parking the restrictions required around the school for enforcement. Also pursuing the council's thoughts of paying to have parking enforcement at odd times.

Notified Elections of a Vacancy for a councillor, will be advertised over the coming weeks.

Phoned Alan Breen at Wyre Forest for advice on our Wildflower meadow for this year.

Dealt with grant application to Police and Crime commissioner for extra CCTV, now approved. Organised the remaining concrete lampposts to be changed and also some adapted for the extra CCTV cameras. A couple of issues arose with one full dog mess bin to be put back and one lamp needing Western power to connect a cable. All in hand.

Chased having the litter bins put back love lane, Langland road corner.



Met with Chrissie regarding Plaque for Jack to go by mother baby swing.  
Chased Solar lighting quotes after meeting with Western power and will bring to council once I have all information to make a decision.  
Looked into extra Christmas lighting for our display next year.  
Produced posters and put out nomination forms for Awards.  
Looked at signage for play area and contacted both **LEADER** and the Lottery for their Logos and ways to advertise the donations on the opening day.  
Assisted Mike Smith Market Drayton Town Council with advice for funding and upgrading their 6 old cameras.  
Arranged for litter to be taken away by Shropshire council after the volunteer litter pick 21st March.  
Another request for CCTV footage by an Insurance company. Fee received.  
Received completed Deed of easement from MFG Solicitors for the Parish Hall.  
Closed off play area for remedial work and informed the Primary school and social media.  
Contacted Crime Group Chair and he is looking to have another meeting in March, date to be arranged.  
Told of new Police Sargent for our area and have invited him to our Town council meeting.  
Tree Report Mr Smith's report is separate in packs with up to date information on tree planting.  
Risk Review Outstanding and ongoing items listed and put in packs.  
Complaints Report listed and in packs., but too be reviewed as to content.  
Health & Safety Report There has been no incidents in the last period from September 2019. The RFO has attended training on Health and Safety Level 3 March 2019.  
In touch with LEADER to complete paperwork for the releasing of Funding and also promotion of acknowledgement of funding received.  
Running club confirmed 10 k again this year for 7th July 10am.

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

Cllr Brown asked that the Volunteer charter be put on the next Agenda, which can be adapted from the one used at the Food Bank.  
We were assured that the Pot holes would be handled differently of doing others while there but not the case. Clerk to chase. Big concern over Hight street and for cyclists and motorbikes.  
Cllr French stated that Mr Barrow promised two repair vehicles for the South to deal with Pot holes. Clerk to chase.  
The community awards will have a panel of three community members and two council members.  
Seen older children in the new play area. Clerk has removed some over the weekend.  
Cllr Hainsworth raised the issue of the Lower forge bridge and that Mawley estate had commissioned a survey and Cllr Shineton was to check with Shropshire Council.  
For the Cemetery tree replacement, it need some more investigation due to cost.  
The Parish Hall report was available for councillors to look at.

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

**No reports available.**

**03.07.20 Financial Matters**

**a) Payments:**

Viking – office supplies - £182.86  
West Mercia energy – Toilet Electric (January) - £110.81  
Cleobury Country – Room Hire and printing costs - £91.44  
Came & Company – insurance (additional cover premium) - £96.58  
Wicksteed – Play area Refurbishment - £4,225.00  
Prysmian – Street light maintenance - £1,628.40  
D McBride – Travel expenses - £32.17  
P French – Wells reimbursement (replacement cheque) - £46.92  
Cleobury Mortimer PCC – Donation towards Christmas event - £129.25  
D McBride – Reimbursement Food bank - £19.00

RFO notified the council of any mistakes, additions: -  
Wicksteed should have been £64, 225.00 mistake on agenda.  
Wicksteed – Balance due - £16,793.54  
SALC – Training - £27.00



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

**b) Appointment of Internal Auditor – RFO**

**RESOLVED to use Dianne Malley as last four years.**

**c) Agree Walking for Health leaflet renewal payment- £60** The

Chair confirmed that the item should just be Walkers are Welcome.

Cllr Hainsworth confirmed that Cleobury Country has now taken over with a subcommittee.

**RESOLVED to pay the £60 to Cleobury Country.**

**03.08.20 Planning Matters**

**New Planning Applications:**

**a) Reference: 20/00400/FUL (validated: 30/01/2020)**

Address: 20 Curdale Close, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DZ

Proposal: Installation of brick cladding to all elevations; insertion of new windows

Applicant: Mr H Deane (Flat 1 Hopton Bank Garage, Hopton Bank, Cleobury Mortimer, Shropshire)

**RESOLVED No Objection**

**b) Reference: 20/00396/FUL (validated: 04/02/2020)**

Address: Flat 1, 6 - 7 Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BS

Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the replacement of two first floor windows to front elevation

Applicant: David Davies (The Old Barns, Tenbury Road, Cleobury Mortimer, DY14 8RB)

**RESOLVED No Objection**

**c) Reference: 20/00404/FUL (validated: 12/02/2020)**

Address: Keepers House, Mawley Oak, Cleobury Mortimer, Kidderminster, Shropshire, DY14 9BA

Proposal: Erection of one mobile home as permanent residential unit ancillary to main dwelling

Applicant: Mr And Mrs J Birch

**RESOLVED No Objection**

**Decisions: - Information Only**

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

**Decision: Grant Permission**

**03.09.20 Purchase of new defibrillator cabinet – Cllr Goold**

This was discussed with prices at £450 and £475 for a cabinet.

**RESOLVED to approve spend of up to £500 for a cabinet.**

**03.10.20 Approve draft Summary Annual Plan for 20/21– Cllr Bodenham**

Cllr Bodenham explained that this was started two years ago and always ambitious plans with grants, so we have objectives and a pot of money and if deemed good value we do. Is on the website to look at for us to look at of what we intend to do throughout the year. i.e. carbon footprint, zero emissions. Also, we need volunteers interested in these. The Clerk would need to put together with volunteers and councillors.

**RESOLVED Approved.**



**03.11.20 Approve draft Business Plan for 20/21 – Cllr Bodenham**

**Cllr Bodenham** explained the long-term strategy of three years with the budget and again on our website. This is to make sure we have a buy in and add a plan for each item, a road map and vision for the Tow.

**RESOLVED Approved.**

**03.12.20 Approve Big Cleobury Survey No.2 – Cllr Bodenham**

**Cllr Bodenham** explained that it takes a lot to do a survey in the Town and the previous one was aimed at the Neighbourhood plan. This one is for future data and to improve the chance of funding. The RFO raised that younger children should be involved, looking at 11 to 18-year-old and possibly Primary school and St Mary's youth could help. Could launch at the Annual Town meeting and work into overtime.

**RESOLVED Approved.**

**19.50pm RESOLVED to Suspend Standing orders**

Mrs Payne asked about the 11 to 18-year-old survey to link in with Child exploitation.

Cllr Bodenham replied that to help with the plan they would be guided by Cllr Brown, St Mary's and the Police to see what is appropriate.

**19.50pm RESOLVED to Reinstate Standing orders**

**03.13.20 Approve Annual Town Review – Cllr Bodenham**

**Cllr Bodenham** explained that the RFO was putting this together and gone for a pictorial representation of what we did.

**RESOLVED to approve new format and email to councillors to agree when done**

**03.14.20 Neighbourhood Plan – Cllr Bodenham**

**Cllr Bodenham** explained that after taking comments and recommendations from residents and landowners with what is feasible have put something together but no agreement over the Hub with landowners.

**19.55pm Cllr French left the meeting.**

Cllr Bodenham continued that there has been a lot of time talking to Planning and Highways with our external planner involved and disappointed that from a traffic point of view regarding the layout of the junction at the Tenbury road crossroads. Not all lost as making a conditional policy to look at and Western Power and BT on the corner have indicated the possibility of making the footpath wider.

**19.57pm Cllr French re-entered the meeting.**

Unlikely to get a complete re layout of the junction. The Hub is in the Methodists for now and talks are continuing, we are not looking for major developments but our recommendations may be a picnic shelter and area to be used by families in green space with water and to balance the areas. Also looking at the green spaces within the boundaries, trees, wildlife corridor and pathways. Will be looking at all this with the Public consultation, recommending to go ahead with 140 houses in total, with 20% social housing addressing all concerns with 70 houses on each site.

**Cllr Hainsworth congratulated Cllr Bodenham on all the hard work put in.**

**20.05pm RESOLVED to suspend Standing orders.**

**Mr Smith** explained that the public could underestimate the work involved in the Neighbourhood plan which is huge and they have listened to the public concerns and would like to thank Cllr Bodenham very much in what was a controversial subject. **Round of applause from everyone.**

It was then asked how long until approved?

**Cllr Bodenham** explained that a public referendum was to take place before the end of 2020 in step with the Local Plan by Shropshire council in September.

Another question asked by Mr Todd was about the section 106 from the work at Mawley and could we use that money?

**Cllr Brown** replied that we have great difficulty getting our CIL (Community Infrastructure Levy) from Shropshire Council but can get the Neighbourhood funding.

The **RFO** confirmed that we will find out soon for the last calendar year of 15% which would be 20% if we had a Neighbourhood plan.

**Mr Smith** confirmed that he is part of the group for the Neighbourhood plan and a huge amount of work has been done very professional and very pleased to be a volunteer in the group and thank you again to Cllr Bodenham.





Cllr Brown confirmed that a huge amount of work has been put in by Cllr Bodenham and not only with this project and thanked him on behalf of the Town council.

**20.11pm RESLOVED to Reinstate Standing Orders**

**RESOLVED Approved**

**03.15.20 Approve grass cutting contracts – Cllr Brown / RFO**

The RFO went through the tenders passed out to Councillors.

The Chair confirmed that we are mindful to look at local contractors as always.

**RESOLVED the following: \_**

**Cemetery to Contractor B**

**Skate Park to Contractor B**

**Play Area to Contractor B**

**Church Yard to Contractor C**

**03.16.20 Approve CCTV Policy and Handbook – RFO, Clerk**

**RESOLVED to review annually and for Clerk RFO to PDF Policy ready for website**

**03.17.20 Bus Shelters refurbishment - Cllr French**

Cllr French explained the difference between normal panels and hard coated panels and went through the quotes.

**RESOLVED that supplier C be used for supply of Hard coated and to use a local trader to fit the panels**

**03.18.21 Library update- Cllr French, RFO**

Cllr French confirmed a meeting had taken place with the RFO Shropshire Council and Cleobury Country. Shropshire council wants the Town council to take over the funding of the Library with the amount increasing over the next 5 years to £9,000. This will be until 2026 when the Lease expires. The RFO confirmed that it would be more than our annual grass cutting.

Cllr Brown confirmed that we have always said it would go out to consultation.

**RESOLVED to go out to consultation as part of the next Cleobury Survey.**

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

The next Town Council meeting will be held on **Monday 6<sup>th</sup> April 2020.**

**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.

**03.20.20 Employment Matters – Cllr Brown**

**03.21.20 Recruitment to voluntary groups – Cllr Brown**

**03.22.20 Office Equipment – Cllr Brown**

**Meeting closed at 21.34pm.**

**Signed Chair:**



**Date: 1<sup>ST</sup> June 2020**