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**Minutes of Town Council Virtual meeting over Zoom platform held on Monday 3<sup>rd</sup> August 2020 at 7pm.**

**Present:**

Cllr Debbie Brown (Chair), Cllr Neil Tysall (Vice Chair), Cllr Geoff Hainsworth, Cllr Paul French, Cllr Andy Goold, Cllr Alex Smith, Cllr John Greaves, Cllr Guy James, Cllr Toby Kirkby.

**Town Clerk:** M Sheehan

**RFO:** D McBride

**Unitary Cllr** M Shingleton

Public: 2

**08.00V.20 Welcome by the Chair**

Cllr Brown welcomed everyone to the Town councils virtual meeting and explained how the meeting will go forward and how to vote or indicate wanting to speak with the reaction button

**08.01V.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).

**No one wished to speak.**

At this point **Cllr Brown** said a few words about the sad death of an ex councillor Carl Genese and would like to have a card sent formally to his wife Roseann. She continued that he had been a great support for her with advice and support when joined as a councillor and his work as a councillor for the community deserved acknowledging.

**08.02V.20 Apologies for absence**

**Unitary Councillor Gwilym Butler - Working**

**08.03V.20 Declaration of interests:**

**Disclosable Pecuniary Interests**

*Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.*

**None**

**08.04V.20 To approve the Minutes of the Town Council Meeting held on Monday 6<sup>th</sup> July 2020 and Confidential minutes 6<sup>th</sup> July 2020**

**Council RESOLVED to approve the Minutes of 6<sup>th</sup> July 2020; duly signed by the Chair.**

**Council RESOLVED to approve the Confidential Minutes of 6<sup>th</sup> July 2020; duly signed by the Chair.**

**08.05V.20 Matters arising from the minutes**

Clerk's Report.

Resolve content agreed over email.

Assisted an emergency vulnerable person with food and contacts to help. Attend Food bank every Friday with Cllr Brown and volunteers and collect at donation points. Control volunteer rota.

Sorted out information for our new Cllr Guy James. Notified Shropshire council.

Put together Clarion report for August.

Meeting at Playing field with local family to look at places for children to have an exercise area and to investigate having a children's council meeting.

Contacted about a mobility scooter to go to good home so collected and put out to Compassionate communities. Found elderly gentleman in need and passed on.

Emails sent to councillors to agree spending for Neighbourhood plan newsletter. **RESOLVED**

Collected and delivered some prescriptions to those still shielding and with no other way of getting. Working with Katja to address others in need.

Organised all equipment in play area, outdoor gym, and skate park to be sprayed with the correct disinfectant as used in Care homes.

Worked with Lacon to assist with food for free meals. Food bank every Friday with collection of donations and the odd delivery.

Dealt with many various questions and queries through many different platforms.

Designed and organised play area signs to be made for Grand opening.



Assisted workmen to sort out oak trees needing work over the weekend and thanks to Cllr John Greaves for help at short notice on a Sunday.

Thank you to Cllr Paul French, Matthew and Dorothy McBride in litter picking around the Field.

Put up goalpost and net with help from Roger and youths who asked for it. Being used regularly and good feedback.

Looked at CCTV with Police for missing person and other issues over the month. While looking we spotted a drink driver and the Police took the details. Also, other urgent requests dealt with as and when needed.

Followed up on reports of temporary traffic lights not working with Severn Trent over weekend. Ref 2004808030 and put out on social media.

Agreed and resolved over email to support Cleobury Country application for Grant to help Market Town regeneration. **RESOLVED**

Attended various Training over Zoom and arranged training for councillors when needed.

Attended Foodbank networking meeting with Councillor Brown.

Looking at Planning applications over email as agreed at March council meeting **03.02E.20- Delegated Powers**, with the following Planning applications looked at over email and comments submitted: -

**Proposed Diversion of Footpath 14 (part) in the Parish of Cleobury Mortimer No Objection.**

**(20/02570/FUL, No Objection), (20/02585/FUL, No Objection), (20/02488/FUL, No Objection),**

**(20/02694/FUL, No Objection), (20/02663/OHL, No Objection), (20/02914/FUL, No Objection)**

**RESOLVED.** Also posted planning applications on Website.

Notified ORP Surveillance with a camera not working properly. Attended to internet connection issue so they could dial into system.

Continue with paperwork for LEADER funding.

Notified of fault in play area and passed to Wicksteed to rectify.

Worked with Chrissie Woodhouse to open Play area and place memorial stone for Jack. Dealt with Shropshire Star reporter and photographer for photos and a piece in the paper. The opening was a great success and still getting thank you comments to town council and positive feedback. Free packs from Wicksteed went well and still giving out.

With amount of work and needing to prioritise, policies will now be looked at, to bring up to date in August and September.

Kept up with Social media promoting our work and keeping people advised.

M Sheehan.

#### **Clerk added**

Contacted by ladies' football team wishing to play on the field

Incident early hours of Saturday morning and called out to help police with CCTV. Also Sunday evening bike stolen, gained full footage of incident and bike returned.

Meeting with Kidderminster police for CCTV tomorrow morning concerning drink driving.

Contacted about parking issues by new nursing home, contacted all the Police I deal with and all responded back to address if in area.

Chased VAR sign for Newbridge as not fitted as agreed. Will now be done 18<sup>th</sup> August.

Checked Xmas lights with Prysmian and fitted plugs to Market Hall as required. Five displays require new plugs and one needs new LED display. Will get done.

Meeting with RFO Cllr Smith and Cricket club regarding using field.

Updated Finance committee on questions raised regarding projects.

#### **08.06V.20 Councillors reports and items for future agendas**

**Cllr Greaves** updated the council about the planning meeting regarding the Bio digester at Wythpool farm. It was disappointing with matter of non-compliance of plant not considered and unanimously passed. One positive is that the slurry tank will be addressed also now agreed not to run dryer.

**Cllr Brown** asked if Cllr Greaves was happy to continue behalf of the Town council to monitor the situation.

**Cllr Greaves** was happy to keep an eye on it.

**Cllr Hainsworth** continued that the way the application was dealt with was unsatisfactory and the way the Town councils' formal response was discussed and handled. Never met the terms of the old application and didn't deal with in a satisfactory matter.

Council agreed that Cllr Greaves to work with Clerk to address.

**Cllr Gould** reported that while passing through the town in the morning Mr Mark Baldwin was litter picking and could we send a letter of recognition and appreciation. Clerk to action.

**Cllr French** shared his report.



**Wells Update.**

Since July meeting Madge has kindly been in contact with various contacts at Shropshire Council with regard to this so thank you Madge.

All of these have been forwarded to Matt and Dot.

You may recall at the last meeting I mentioned that the contractor selected to carry out the work out the work was not able to confirm a start date despite several requests.

They were asked to do so again had two weeks to confirm but did not respond.

Following discussions with Chair and Dot it is decided that we will carry out the work using our own maintenance staff and a local contractor will assist. Work is straightforward and if necessary, will ask Corey Lane for input.

Council has applied for a grant from Shropshire for generating tourism post Covid and this will assist with costs.

Currently am investigating County Archives for Wells documents/ info etc. Consideration will also be given to asking the public to record their "Wells memories" in writing and investigate as to if they have any film/ still photographs that they would like to share.

Ultimately the aim would be to produce an audio-visual display and perhaps a book of recollections and photographs.

The bid for the grant money features the above and the refurbishment and makes good reading for those who consider the matter.

**Happy to try and answer any questions you may have.**

**None**

**Cllr Tysall** updated on Neighbourhood plan group that had ninety responses to be handed over to professional consultant to review.

**Cllr Smith** reported that he will be back at work next week so will put together proper shelving for book exchange in telephone box at Curdale.

He also brought up the issue of Nottingham knockers and cold callers recently at people's doors.

**Cllr Brown** mentioned that West Mercia have forms for No cold callers' notices for people's windows.

**Cllr Hainsworth** updated the council that the cottages by the Parish hall had been painted, work is in hand on the stage and will be opening this moth for various classes.

**Cllr Kirkby** raised an issue with a car being hit on Ronhill crescent and CCTV.

**Clerk** reported looking into this spending a few hours, but the camera does not cover that specific spot. Will be looking to adjust to cover both Ronhill lane and the Crescent.

**Cllr Kirkby** reported an 18" gap by the fence at Newbridge.

**Cllr French** had reported, Clerk to chase again.

**Cllr James** reported he was the one that went down and cleared the debris with an addition danger of an electrical cable being exposed.

**Cllr Kirkby** continued that it needs a sluice for excess water straight into the river.

**Cllr Brown** reported that the parking on the pavement by the GP Surgery has been passed onto the police to keep an eye on. There will be a Market Hall report to go out from the meeting and like the Parish hall the Market hall is opening with some groups, half numbers to get things going.

**08.07V.20 Unitary Council Reports (Cllr G Butler / Cllr M Shineton)**

**Report from Cllr Shineton.**

**County Councillor Report for August 2020**

1. Shropshire Council own the footpath from Lacon Childe through to Catherton Rd. Have contacted all the 9 owners of the boundary hedges along these stretches requesting them to arrange to facilitate a major relay of these hedges during the period from September 2020 to March 2021.

2. The Parish/Town Council will have received communication from Martin Sutton the Councils Tree Man re identifying the spread of Ash Die back. I would be grateful of your Tree Wardens co-operation.

3. Following the appointment of a Consultant to review the Keir Highways contract, has resulted in the work pattern being reorganised and we are now seeing some positive results.

4. I have again reported the Catherton Rd from lights up to Catherton Common the various areas which need repairs, I await the start date.

5. A new Officer has been appointed responsible for all Drainage problems in the County. I have as a matter of urgency requested: - (a)ALL the drains in Cleobury Parish to be cleared



including Car Parks. (b) An investigation into the historical information regarding the area of the Wells.

6. The Draft Shropshire Local Plan is out for Consultation from Aug 3rd to Sept 30th before submitting to Government examination by February 2021. Hard copies will be available in the Library with prior appointment.

7. Future Fit principle plan remains but the current pandemic has shown considerable advantages in closer working with the Social Services sector, Primary Care and the Voluntary sector which will provide a smoother pathway for patients and their carers.

8. I haven't duplicated all the information SALC send you.

**Councillor Madge Shineton July 29th, 2020**

**08.08V.20 Financial Matters**

**a) Invoices due for Payment:**

Playsafety Limited – Play Area inspections - £396.00  
West Mercia Energy – Toilet electric (June) - £14.16  
Alan Guest Mowing Services – Grass cutting (June) - £701.13  
Lewis Arborcare – 2019 contribution for Lime Trees work - £600.00  
Market Hall – Food Bank room hire (July – Sept) - £105.00  
Prysmian – streetlight repairs - £1,575.00  
Technacryl – Play area and Gym signs - £223.00  
R Price – Grass cutting July- £220.00  
R Price – Tree works required - £1,800  
R Price – Disinfect Play area, Gym equipment and skate park - £324.00  
R Skellern - Park maintenance - £220.00.

**RFO reported two additions:**

SALC – Training - £37.50  
Girl Guiding – 2x deliveries - £300

**b) To note Debit Card Payments made:**

Border Engineering – Signposts and bench bars - £84.00  
Gallaghers – Post and grass seed - £23.95  
Viking – Toilet and Office Supplies - £171.99  
Hollywoods Sheds – Post concrete - £14.40

**c) Income Received:**

Food Bank donations - £335.00  
Bank Interest - £7.49  
CCTV footage - £50.00  
Clarion Cup - £163.11

**d) Agree Finance Committee meeting minutes.**

**08.09V.20 Dog control – Cllr Brown.**

**Cllr Brown** confirmed all councillors received information and correspondence from Mr Smith regarding working on Dog control Orders. Shropshire council looks at every three years and due again in October so propose that we contact Shropshire Council and inform them that when consulted we would like a local resident Mr Smith to work with us all together on this. **RESOLVED.**

**Clerk** to confirm in letter to resident and notify Shropshire Council.

**08.10V.20 Parking Strategy – Cllr Hainsworth**

**Cllr Hainsworth** confirmed that this was raised at the Finance committee meeting and as Crime reduction group not meeting proposed that the Town council take back control and bring back to council on next agenda. **RESOLVED.**

**08.11V.20 Engagement with the public – Cllr French**

**Cllr French** raised this as had recent training and would like to revisit councillors having regular surgeries. Good idea to have councillors with Police but would like to formally resolve councillors' surgeries on Market day bimonthly so six a year with one councillor at a time and well-advertised.

Cllr Brown suggested working group to take forward, other points raised were at community hub, better place now with good connection with Social media.

Good platforms now to get word out.



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**Working group agreed** Cllr French, Cllr Goold, Cllr James, Cllr Hainsworth, Cllr Greaves. **Clerk to arrange meeting mid to end August.**

**08.12V.20 To confirm date of next Town Council meeting**  
**Cllr Brown confirmed date should be 7<sup>th</sup> September.**

The next Town Council virtual meeting will be held on **Monday 7<sup>th</sup> September 2020** and **posted on the Town Council Website** <https://www.cleobury.org.uk/blog/>

**The Chair 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.

**08.13V.20 Employee matters – Cllr Brown**

**Meeting closed at 20.00pm.**

**Signed Chair:**



**Date: 7<sup>th</sup> September 2020**