



Minutes of Town Council Virtual meeting over Zoom platform held on Monday 7th December 2020 at 7pm.

Present: Cllr Debbie Brown (Chair), Cllr Neil Tysall (Vice Chair), Cllr Geoff Hainsworth, Cllr Paul French, Cllr Guy James, Cllr John Greaves, Cllr Alex Smith.

Town Clerk: M Sheehan

RFO: D McBride

Unitary Cllr M Shingleton, Cllr G Butler

Public: 2

6.30pm Presentation by: Cllr. Allan Wilson (V. Chair SALC) Chair to the Steering Group, Shropshire Climate Action Partnership

'A short presentation with regards to the ambitions of the Shropshire Carbon Action Partnership and field any questions that members may have about engaging with the partnership'.

This presentation was very interesting on the way we can all help to reduce our carbon footprint. A copy of the presentation can be requested from the Clerk.

Cllr Brown thanked Cllr Wilson and complimented him on the presentation that was highly informative.

AGENDA

12.00V.20 Welcome by the Chair

Cllr Brown welcomed everyone to the Town councils December virtual meeting and asked if anyone wished to speak.

12.01V.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).

Pete Blackburn, Chair of Neighbourhood steering group explained the limitations for the group to a complete infrastructure report to satisfy public concern. Would also need to look at parking in the town. It will need commissioning from end to end through Cleobury Mortimer and the funding to support it.

Cllr Brown asked that it is put on the January agenda.

Cllr Butler also suggested it is put in the Place plan.

Pete Blackburn also stated that he needed to escalate his request higher in Shropshire council contacting Mr Bagley to get someone to talk to and he has instructed Mark Barrow to get in touch.

12.02V.20 Apologies for absence

Cllr Kirkby - Working

Cllr Goold - Not well

PC Mellor on duty out and about, may join later.

RESOLVED to accept apologies.

12.03V.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.

Cllr French – item 12.08V.20 Financial Matters

12.04V.20 To approve the Minutes of the Town Council Meeting held on Monday 2nd Nov 2020

Council RESOLVED to approve the Minutes of 2nd November 2020; duly signed by the Chair.

12.05V.20 Matters arising from the minutes

Clerk's Report. Resolve any content agreed over email.

Dealt with requests for CCTV in normal way, which seem to be increasing towards Xmas. Secured and sent three incidents to Insurers after payment and helped police with rural burglaries.

Invoice sent to haulage company for damaged camera. Had new one fitted, issues rectified, and cameras cleaned.



Put up of the Xmas lights as organised. Needed to change glass bulbs to LED. All working well with the result in the community we wanted. Lots of good comments. Also do regular evening checks that they are all working.

Have let community know over social media that parishioners can put decorations or baubles on the community Christmas trees in memory of loved ones no longer with us or those that live far away. Also gave a thank you to whoever put decorations on the trees.

Kept up to date with Social media and always discussed with Chair when posting or answering questions.

Updated Food bank rota and collected donations, which is increasing. Thank you to Sarah Barnsley who has started a doorstep collection and delivers to me for the Foodbank.

Meeting with Cllr Brown and Katja Jones from CoCo to discuss how we could work together to help make the vulnerable, Christmas a bit better with a gift bag. **Agenda item.**

All planning going forward will be in council meetings unless circumstances dictate otherwise.

Organised meeting for Cllr French and Darren Reynolds, Head at Lacon.

Organised meeting with Police, Shropshire Council, Mrs Mayfield, Head at Primary school, and Dot to look at issues around the Primary school and in the town. Could not attend due to isolating.

Liaised with the company doing deep cleansing of our drains and gullies through the main street. Thanked them and Volunteers putting up lights and doners of the Xmas trees over Social media.

Looking after all day-to-day issues as normal and working with Cllr Brown as needed.

Lime trees were difficult to do as normal crew were self-isolating so worked with company to put off until new year as they help us every year keeping cost down.

Put together a specification on the project for steps and path into QEII area from the field after consulting councillors, looking for three quotes. Will take forward with Cllr James. **Agenda item**

Arranged food bank volunteer to help with new clothes bank started in the community by Neen Savage and Cleobury WI, but just on Fridays.

Well done for councillor French and son Matt for organising and doing the main planting of flower bulbs in the QEII area with volunteers for the spring. Good positive feedback.

Gained NALC advice on Gmail and google docs security. It is down to advice from Data Protection Compliance Officer, which is me in this case. All aspects of what we are doing will be evaluated but we are doing things better and more secure. Especially looking at documents only with the link.

Worked with Cllr Brown to look at and obtain shelving for the Foodbank. Ordered and will be put together. Also thank you to Cllr Brown for organising and putting together Xmas hampers to give out to regular Foodbank customers.

Looked at solar lighting positions with Dot and have put together a map with locations to be checked by councillors and Cllr Greaves will take the lead. **Agenda item.**

Contacted Philip Dunne MP raising concerns of behaviour at caravan sites in general. Good response and would like to visit us at some point for a catch up. Also obtained government guidelines for caravan residents. Concerning the good news about the building of a footpath from Vaughan road to the Catherton turning I checked with the Director at Muller England that what I discussed with him a few years ago about the proposed footpath was still alright, as it would take away a small strip of their land by the main road. I also checked with the Medical centre.

Phoned Mr Iqbal as to where we are with the Manor House and he said he was still open to offers. I therefore passed on all his details to Mawley Hall to look at as an investment project. Will continue to send details to potential buyers.

After discussing with Dot, we both agree that we would get better use from the container if we had it in a more accessible place for all weather access. I have already talked over the idea with David Robinson and he is very amenable to us having it sited on the estate by the Brewery. **Agenda item.**

Organised cutting of grass on football pitch just in case football resumed, which it will. Also cutting back of Wildflower meadows. Suggest we get some seeds of another species and spread for next year.

Attended training for Risk assessment, Contracts and Exploitation and Vulnerability. Also attended Zoom meetings for Food bank, Town Mayors and Clerk in Shropshire and Neighbourhood plan.

The Clerk added his thanks to Cllr Brown and all her hard work with the Foodbank.

12.06V.20 Councillors reports and items for future agendas

Cllr Geoff Hainsworth reported he had received a complaint from a resident about the mess and disruption from the new development on Tenbury road.

Agreed for Clerk to facilitate a virtual meeting to help resolve the issues.



Cllr Hainsworth continued that London house in the High street looks an eyesore with all the scaffolding and pavement obstructions.

Cllr Brown confirmed that Cllr Shingleton has it in hand.

Other issue raised by Cllr Hainsworth were the streetlight on the Tenbury road by Barnfields was done but still obscured by vegetation.

Clerk to check with Western Power.

Cllr John Greaves updated the council that at Wythypool the clayball has been installed, still getting deliveries of chicken manure but management of site is key.

Cllr Paul French gave a written Report for December 2020

Bulb planting completed last day of November.

Huge thanks to Councillors and their family members who helped and to members of the public who came forward to assist. There were more of the latter who due to bad weather/ schedule changes were not called upon.

PF and Clerk will ensure personal thanks are expressed to residents for their assistance.

Engagement with the Public.

PF attended a meeting with the Darren Reynolds at Lacon Childe.

Details were sent to all members of the Working Group and thanks to those members who responded to them. Key points from the meeting were.

Our Clerk was thanked for his input with regard to antisocial behaviour over recent months when he has had a presence which young people understand and respect.

Darren feels Council engages well with public but could do better examples might be...

A presence at open events at school for example Parents Evenings, Open Evenings, Careers Events. As circumstances allow, we need to be present

Feels that the Town Meeting held in the School was a huge step forward and is happy to repeat.

Festival also presents an opportunity for both to present to people. happy to host again this year? but not until 2nd week in July. delayed exams.

Citizenship Meetings these are held 5 times a year and seen as an essential part of the curriculum. Darren would like us to take part.

School Council. Happy if we take part held on Microsoft Teams.

Parent Mail / Heads Report. We can send content as and when we wish for either.

All of the items in green I am happy to work with Matt to develop, I have access to Teams so am happy to join School Council meetings. Input from Group members and whole Council is essential if we are to move this initiative forward. With exception of Matt and possibly one or two others we are perceived as being anonymous which we need to turn around if we are to make progress.

High Street Floral Work

Matt is working with Highways to arrange a visit to discuss planters on the pavement outside Hospice shop to deter pavement parking and with regard to planters on existing lighting columns on the street.

Load bearing on the Christmas Light brackets is not great enough to support the loaded weight of hanging baskets, so we need look for other methods to display.

I remain confident that we will be able to introduce a floral element for summer 2021 on our High Street.

Best Dressed Christmas Window 2020

Posters delivered to retail outlets Matt is working with Jim Reynolds (donated the Clarion Cup last year) to organise a judging panel.

Judged hopefully before Christmas and cup and replica awarded in the new year.

Next year the award will be decided by the public via Survey Monkey and paper voting slips.

Cleobury Festival 2021

See above Darren meeting. needs to be mid-July to utilise the School site.

Festival Group will feed back in the New Year

Cllr Brown reported lots of complaints about Dog mess again on footpath by Lacon and Steeple close.

She wanted to formally thank members of the community, Helen, Guy and Maggie James, Karen Jordan, Mark Baldwin, and anyone else litter picking in the community.

Busy at the Foodbank at the moment in office at the Market Hall at a reduced rate and we have an account through the Town council which is kept separate.

The Clerk wanted to formally thank Cllr Brown for setting up the Foodbank and all the hard work put into it which others don't see.

Cllr Brown thanked Becky Greaves for help putting together Xmas hampers and Cllr French for all the donations.



12.07V.20 Unitary Council Reports (Cllr G Butler / Cllr M Shingleton)
Both of the Unitary Councillor reports can be viewed on the council website at
https://www.cleobury.org.uk/blog/?page_id=3420

12.08V.20 Financial Matters

a) Invoices due for Payment:

P French – Christmas lights - £123.97
P French - Bulbs for QEII Park - £179.70
Mrs D McBride - Petty Cash top up - £200.00
Nick Champion - Land Valuations - £360.00
West Mercia Energy - Toilet Electricity, October - £72.36

The Clerk informed the council of an extra Invoice received.

SLCC – Annual subscription - £234.00

b) To note cheques paid since last meeting:

Groundwork UK - NDP Grant repayment - £3,127.00 (cancelled)

c) To note Debit Card Payments made:

Viking - toilet and office supplies - £31.30

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

d) To note income received:

Food Bank donations - £923.00
Bank Interest - £1.50
PCC Grant for CCTV - £3,037.00
Playing Fields hire - £150.00
Cemetery income - £425.00

Finance Committee Report

The RFO asked if there were any questions on the minutes of last two meetings sent out.

None.

12.09V.20 Planning Matters.

Consider New Planning applications:

a) Reference: 20/04338/FUL (validated: 05/11/2020)

Address: Redthorne Farm Barns, Redthorne Hill, Cleobury Mortimer, Shropshire, DY14 8QH

Proposal: Construction of an agricultural stone track

Applicant: T Poyner (Redthorne Farm Barns, Cleobury Mortimer, N Kidderminster, DY14 8QH)

This was discussed as all councillors had read Objections online before meeting.

Points raised were, failed to see any agricultural need, follows designated footpath, rubble already on site, dangerous corner, gate was just to unload cattle into field.

The Town council **RESOLVED** that the Clerk put together an Objection taking note of all points raised, to be agreed over e-mail before submitting online.

b) Reference: 20/04403/FUL (validated: 05/11/2020)

Address: Inverbeg, Pinkham, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8QE

Proposal: Erection of single storey side extension and ground floor 'infill' beneath an existing first floor balcony following part demolition of an existing single storey side extension and insertion of an additional external doorway to provide a new main entrance

Applicant: Mr Michael Halliday (Inverbeg, Pinkham Lane, Cleobury Mortimer, Nr Kidderminster, Shropshire, DY14 8QE)

The Town council RESOLVED No Objection

c) Reference: 20/04373/FUL (validated: 23/10/2020)

Address: 27 Larks Rise, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8JJ

Proposal: Erection of a single storey side extension and bay window to rear

Applicant: Mr & Mrs Allen (C/O Agent)

The Town council RESOLVED No Objection.



d) Reference: 20/04518/FUL (validated: 16/11/2020)

Address: Mill Farm, Pinkham, Cleobury Mortimer, DY14 8QE

Proposal: Erection of single storey extension to replace existing conservatory; new entrance porch, replacement windows including dormers and improved stepped access to house

Applicant: Mr Mark Little

The Town council RESOLVED No Objection.

Planning Decisions published on 19/11/2020 relating to parish of: Cleobury Mortimer Town Council

Reference: 20/03277/FUL (validated: 14/08/2020)

Address: Caravan Park, Lodge Coppice, Mawley Oak, Cleobury Mortimer, Shropshire, DY14 8PX

Proposal: Change of use of land for siting of 30 static holiday caravans and ancillary development

Decision: Grant Permission

19.50pm Cllr Butler and Cllr Shineton left the meeting.

12.10V.20 Council Policies - Cllr Brown

To consider and adopt Safeguarding Policy.

RESOLVED to adopt policy sent out prior to meeting.

12.11V.20 Costings for Xmas bags for vulnerable community members - Cllr Brown

Working with Compassionate Communities

Cllr Brown explained that compassionate communities intended to put together some Xmas bags for the Community and asked if the Council would consider sharing the cost of £360 each for 60 people identified.

RESOLVED to pay 50% cost at £360 maximum.

12.12V.20 Steps and path link to QEII area– Cllr James

Cllr James confirmed a meeting had taken place with Clerk, RFO and Cllr Greaves to look at putting in some steps and establishing an access into the QEII area where a path has already been made. After short discussion on steps and options, Cllr James will put together a specification and put out to tender and bring back to council. Clerk to assist. Also, to be added to project list.

12.13V.20 Re-siting of Council container in 2021– Cllr Brown

Clerk explained the inaccessibility to use container where it is and have made enquiries as to siting it on the business park up the Tenbury road. Mr Robinson has confirmed a space for it. Agreed Clerk to get costs and bring back to council in the spring.

12.14V.20 Update on QEII area lighting project- Cllr Greaves

Cllr Greaves confirmed that a meeting had taken place on site with Cllr James, Clerk and RFO to look at the proposed locations sent out via email for councillors to look at. Looked at bollard lights for proposed steps and end by Cleobury Meadows. Will look at technical spec with Clerk and put together a procurement plan. To be brought back to Council with costs.

12.15V.20 CCTV Maintenance contract and upgrades – Cllr Goold

As Cllr Goold was not present the Clerk explained that an upgrade was needed to the recorder as the system caters for 32 cameras and we have 33. Also, we are having issues and we need to look at the future with new developments that may require an odd camera in the future. We have saved money of the maintenance contract over the past few years and do get revenue from discs supplied.

RESOLVED to upgrade at a cost of £1,662.50 plus VAT. Clerk to arrange. It was also agreed to look at volunteers in the future with strict vetting procedures.

20.24pm PC Steve Mellor joined the meeting.

RESOLVED to suspend standing orders to let him speak.

PC Mellor reported that he was out on patrol at present due to local burglaries in the area especially around Neen Savage area but did not want to miss the meeting. There are plans to have the Police Van in Cleobury on February 6th for awareness. Also, from a police perspective everyone is really impressed with the CCTV system of Cleobury Mortimer.

Cllr Tysall asked if it was helpful?

PC Mellor confirmed it was fantastic, best system in Shropshire and really does help when interviewing. Other Towns are quite jealous.

20.29pm Cllr Brown thanked **PC Mellor** for joining the meeting. **RESOLVED to reinstate standing orders.**



12.16V.20 Confirm Christmas Town council Shutdown – Clerk
24th December 2020 to 4th January 2021

Clerk confirmed will work some days and RFO over Xmas but will have an emergency contact. To put something together to put out on social media. **RESOLVED.**

12.17V.20 To confirm date of next Town Council meeting

The next Town Council virtual meeting will be held on **Monday 4th January 2021** 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.

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.

12.18V.20 Finance update Neighbourhood plan - RFO

Meeting closed at 20.40pm.

Signed Chair:



Date: 4th JANUARY 2021