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**Minutes of Town Council Virtual meeting over Zoom platform held on Monday 4<sup>th</sup> January 2021 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: 3

**01.00V.21 Welcome by the Chair**

**Cllr Brown** welcomed everyone to the Town councils January 2021 virtual meeting and asked if anyone wished to speak.

**01.01V.21 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 reported no real update to Neighbourhood plan. All finances in hand thanks to Dorothy McBride's hard work and should have full report for next meeting.

**01.02V.21 Apologies for absence**

**Cllr Kirkby – Standing down from duties.**

**Cllr Goold - Working**

**RESOLVED** to accept apologies.

**01.03V.21 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.*

**01.04V.21 To approve the Minutes of the Town Council Meeting held on Monday 7<sup>th</sup> Dec 2020 and Confidential minutes 7<sup>th</sup> Dec 2020.**

**Council RESOLVED to approve the Minutes of 7<sup>th</sup> December 2020; duly signed by the Chair.**

**Council RESOLVED to approve the Confidential Minutes of 7<sup>th</sup> December 2020; duly signed by the Chair.**

**01.05V.21 Matters arising from the minutes.**

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

**Clerk's Report for January 2021 Virtual meeting.**

Dealt with requests for CCTV with Police and one Insurance claim.

Regular evening checks with the Xmas lights to make sure working. Had to put back on quite a few times on Kings Arms stretch. Set date and organised take down on Sunday Jan 10<sup>th</sup>.

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

Updated Food bank rota and collected donations working with Cllr Brown. Thanks to Patrick Buck for attended every week to help out keeping in our bubble.

Paid for Foodbank vouchers with CoOp and Tracy's. Supporting local businesses.

Xmas bags gone out with volunteers from CoCo and exceptionally good feedback from community.

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

Phoned Rod Lake from the Police to catch up after meeting with Dot and keeping the movement going to sort out children's safety at Primary school and other issues, we keep chasing. **Agenda item.**

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

Met with Cllr James to look at project for steps from Field into QEII area who will be leading the project with our help.

Shelving received and put up in Foodbank and helped Cllr Brown to organise. Stocks looking good and presents donated by St Marys for children, plus children's Xmas bags donated from the Primary school was given out and well received by everyone.

Sent all solar lighting information and our own streetlight engineer contact details to Cllr Greaves.



Passed on details of Manor house owner Mr Iqbal to another potential buyer. Will continue to send details to any more potential buyers.

Moved office and cleaned old office to handover to Cleobury country. A better office for Town council and meetings. Please call by and have a look when safe to do so observing social distancing.

Sorted out the Xmas window dressing competition with judges looking separately and sending me the results of first, second and third, for me to announce winner. Cllr French and Jim Reynolds to present trophy.

Cllr Kirkby will be stepping down due to commitments. Checked and we still retain Gold standard. Will notify Shropshire council and go through process to advertise for a replacement.

Organised and paid for Bleed Kits to be sent to Liz Quickenden direct. Received and ready if needed.

Cllr Brown and I had a nightmare sorting out Security certificate for our website but got there eventually.

Reported streetlighting faults as needed.

New system put in for CCTV which I am learning to use but is much more stable and produces better footage. I will need to train others as required.

Arranged and hosted Neighbourhood plan meeting in December.

#### **01.06V.21 Councillors reports and items for future agendas.**

**Cllr French** reported that he and son cleared the ice from the footpath on the path in the QEII area and with harsh weather proposed a grit bin was needed. Clerk to investigate.

Reported the winner of best dressed Christmas window was Red Hare. Thanks to the Clerk for sorting, it out and the voting.

**Cllr Smith** also raised the ice issue at Catherton end of park.

**Cllr Tysall** reported that he had reported a number of raised manhole covers to Shropshire Council. Clerk to let Shropshire council know also.

**Cllr Hainsworth** raised the point of temporary repairs as low quality.

**Cllr Brown** notified all that there is an app, fix my street that can be downloaded and used to report issues.

**Cllr Butler** reported that Shropshire council had plans to totally resurface the High street, hence temporary repairs.

**Cllr Hainsworth** raised the issue of the streetlights and moved forward with a programme to change the remaining to LED. Also reported that the Glen caravan park was to pay for and erect a bridge for the footpath there following a ruling.

**Cllr Greaves** raised an issue of a streetlight at Newbridge with cables exposed.

**Cllr James** informed the council of a large snow shovel that had snow as an issue. The Clerk confirmed that he and the Town council also had one, so three are available if needed.

He continued that while walking he spoke to an engineer by the streetlight with exposed cables at Newbridge and he confirmed it was safe but because its situation it needs a larger scheme of repair and budget is in the region of £100,000.

At Tenbury Mead water from a property is going across the pavement with risk of bad ice. Clerk to contact the owner and Cllr James can offer technical advice to stop the flow if needed.

**Cllr James** asked about taking down the Christmas lights. The Clerk confirmed all was in hand.

At this point the Chair offered Cllr James the condolences of the council on the loss of his father and were all there to help in any way.

**Cllr James** confirmed that it was his son that was interested in buying the Manor House.

**At this point Cllr James declared an interest from the Clerks report on the Manor House.**

**Cllr Brown** raised the issue of the Grit bin at Rockley bank going missing. Clerk to follow up.

Also dependent on the Prime minister's speech at 8pm the Clerk and herself will liaise with Katja to organise the volunteers again to look after those in need.

#### **01.07V.21 Unitary Council Reports (Cllr G Butler / Cllr M Shineton)**

##### **REPORT from Cllr Madge Shineton received for January 2021 meeting.**

1. We have now officially left the EU and any of our small businesses who export to the EU there is advice available from Shropshire Council which has appointed a new Business Director, see website.
2. Coronavirus has spread across the County and we are now in Tier 3 which requires reduction of meeting indoors, Pubs restaurants and Bars closed except for takeaways, No Wedding Receptions, Avoid travel. Helpline 03456789028 or Shropshire website.
3. New vaccine will allow treatment more locally and to lower age groups sooner. Testing continues with a rise in positive cases across the County, track and trace continue.
4. Hopefully Primary Schools will return as planned, but there will be different arrangements for Secondary children, parents need to keep checking.



5. A number of Highway problems still continue please keep reporting them and include me in the report. Final plea, shop locally let us support all our small businesses whatever service they provide.

Here is to 2021 and the UK future. Madge Shineton 01/01/21

**Cllr Shineton added** that owners of overgrown hedges should cut them back. Have dialogue with Jason, the site manager at the new nursing home regarding the lights.

The owner at Enderby has worked with Shropshire council in clearing some trees.

Thank you to the clerk for work on Manor house and will follow up with Cllr James. Other points, the path from sports and social club to park needs clearing. Thank you to Cllr French and son Matt for clearing the path.

Also snowdrops around the mature oak tree by the Skate park would look nice. Any objection from council to go ahead and put in Clarion?

**RESOLVED** good idea and to go ahead.

Cllr Butler reported a 4% increase in Shropshire Council tax and there may be a judicial review on the Land supply.

**01.08V.21 Financial Matters**

**a) Invoices due for Payment:**

ORP – CCTV System upgrade - £1995.00

SALC - Risk Assessment and Procurement Training Courses - £90.00

Cleobury Country - Office Rent (Dec - Feb) - £1088.95

**RFO informed the council of extra Invoices for payment: -**

Alan Guest – Hedge and grass cutting - £180.00.

West Mercia Energy – Toilets electric - £81.39

**b) To note cheques paid since last meeting:**

Andrea Pellegram - NDP Reg.14 Work - £2,340.00

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

Viking - toilet and office supplies - £167.08

Currys - desktop computer - £449.99

Bromfield Sand and Gravel - sharp sand (Wells) - £90.72

Traceys Kreations - Food Bank vouchers - £21.00

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

**d) To note income received:**

Food Bank donations - £600.00

Cemetery Income - £400.00

Bank Interest - £1.65

**e) To approve Budget and Precept requirements 2021-2021- RFO**

The RFO confirmed that this will be finalised at the finance meeting 18<sup>th</sup> January 2021 to bring back to council at the February 1<sup>st</sup> meeting.

**Cllr Brown** asked that Shropshire council be notified as the deadline was the 29<sup>th</sup> of January.

**01.09V.21 Planning Matters.**

**Consider New Planning applications:**

**a) Reference: 20/05104/FUL (validated: 22/12/2020)**

**Address:** Enderby, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DN

**Proposal:** Erection of extension and conversion/alterations to the loft space

**Applicant:** Mr A Shorter

**This was discussed RESOLVED No Objection.**

**b) Reference: 20/05359/TCA (validated: 22/12/2020)**

**Address:** High Green, 2 Bristol Place, Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BZ

**Proposal:** Remove top of 1No. Leylandii tree (T1) to 3.05m; remove 2No. Leylandii trees (T2, T3) and remove 1No. Ash tree (T4) within Cleobury Mortimer Conservation Area

**Applicant:** Mr Grant Carbines

After a short discussion **RESOLVED** No Objection as long as points raised in Mr Smiths tree report were taken into consideration.

**Information Only: -**



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

**Reference:** 20/04194/FUL (validated: 26/10/2020)

**Address:** 73 Cleobury Meadows, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8EY

**Proposal:** Erection of a single storey side and rear extension and new driveway

**Decision:** Grant Permission

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

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

**Proposal:** Construction of an agricultural stone track

**Decision:** Withdrawn

The council **RESOLVED** to keep an eye on this due to concerns from residents with open gate.

**01.10V.21 Town Highways issues update – Clerk.**

(Parking, disabled bays, talbot car park. etc)

The Clerk informed the council that this was an agenda item from the meeting keeping pressure on the following issues so that the public are aware we are doing our best.

From meeting 11th November in Cleobury Mortimer.

These are brief notes from the discussions:

Primary School - Double yellow lines from the crossroads to halfway round the Green would push the parking away from the school. Consider Waiting/No Loading from 8.30 - 9.15am and 3.00 - 3.30pm instead.

Enforcement and Police attendance/advice/ticketing is required either way.

Rod will try and get more police presence in Cleobury. (Inspector Roberts made aware on 12.11.20 who then responded on the 24.11.20)

Dave will check with Kevin Aitken about Patrol Crossing Officers.

Mrs Mayfield will still keep the staggered drop off/collection times.

A raised zebra crossing (est cost £20-25K). Money is tight and county-led partnership projects are on hold until at least 21-22 for funding. If Place Plan covers general school safety perhaps a joint initiative with CIL Local and PCC funding could be achieved.

High Street

Zebra crossing and disabled bays (outside Bank, Londis and old Pharmacy) all need relining - Rod will speak to Graham Downes. (Report submitted on 12.11.2020)

Talbot Car Park - disabled bays need correctly marking out. Whatever happened to the funding for re-surfacing it?

Outside Manor House - bollards preferred over planters - for safety, pedestrian accessibility and prevent claims!

Tenbury Rd junction to Cafe - not double yellow lines as parked cars help slow down traffic but perhaps single/restrictions only with passing place instead.

Parish Hall disabled bay. Needs proper marking, signage, and a dropped kerb but also to be moved closer to disabled access gate.

Lower Street - parked cars help slow traffic. Again, line markings are badly worn and re-painting them will help together with more regular enforcement visits.

Hurst junction with Lower Street - road markings need repainting.

A4117 towards Far Forest - plans to extend 30mph and 40mph zones underway as have been consulted.

Awaiting this work along with the Newbridge junction improvements.

Concerns raised that the road was not swept often enough to keep drains and gullies. Noted!

**01.11V.21 To confirm date of next Town Council meeting**

**The next Town Council virtual meeting will be held on Monday 1<sup>st</sup> February 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.**

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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.

**Meeting closed at 19.45pm.**

Signed Chair:



Date: 1<sup>st</sup> February 2021