



**Date Posted: 11<sup>th</sup> May 2021.**

To: All Parish Council members

You are summoned to attend the **TOWN COUNCIL AGM** meeting to be held on **MONDAY 17<sup>th</sup> MAY 2021, 7.00pm** at the Cleobury Country Centre, Love Lane, DY14 8PE, for the transaction of business as set out in the agenda below.

**All attending the meeting are advised to adhere to Covid and Cleobury Country guidelines.**

The Public and Press are invited. **Please notify the Clerk prior to the meeting if you are attending.**

Yours Sincerely

Matthew Sheehan  
Town Clerk

## **AGENDA**

**05.0.21 To elect the Chairman** and to receive the Chairman's Declaration of acceptance of Office.

**05.01.21 To elect the Vice Chairman** and to receive the Vice Chairman's Declaration of acceptance of Office.

**05.02.21 To Co-Opt Councillor – Cllr Brown**

**05.03.21 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).

**05.04.21 Apologies for absence**

**05.05.21 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.

**05.06.21 To approve the Minutes of the Town Council Meeting held on Monday 12<sup>th</sup> April 2021 and Confidential minutes 12<sup>th</sup> April 2021.**

**05.07.21 Matters arising from the minutes.**

Clerk's Report.

**05.08.21 Councillors' reports and items for future agendas**

**05.09.21 To review and to affirm eligibility for the General Power of Competence**

Must have at least two thirds elected councillors. Qualified Clerk and Certificate.

**05.10.21 Annual Review of Council procedures and Committees**

a) **To review councillors' roles and make appointments to committees.**

b) **To appoint councillor representatives to outside bodies.**

c) **Tree Warden, Flag man etc.**

**05.11.21 Financial Matters**

a) **Annual Audit/Accounts 2020-21 -RFO, Cllr Hainsworth**

- I. To confirm no conflict of interests with PKF Littlejohn LLP
- II. To consider the Internal Auditor's Reports.
- III. To consider and approve AGAR Section 1 Annual Governance Statement 2020-21
- IV. To consider and approve Accounts and Bank Reconciliation for year ending 31<sup>st</sup> March 2021
- V. To consider and approve AGAR Section 2 Accounting Statements 2020-21



**b) Invoices for Payment: -**

SALC - Annual Affiliation Fees - £1154.20  
Mrs D McBride - Reimbursement for generator - £429.59  
Frank P Matthews Ltd - NDP mapping - £369.74  
SLCC - Conference fee - £90.00  
Prysmian - Street light repairs - £756.00  
Came & Co - Annual Insurance premium - £2,064.44

**c) To note income received:**

HMRC - VAT Refund - £19744.08  
Bank Interest - £1.23  
Food Bank donation - £50.00  
R Neaves - part return of Grant - £1675.00  
Cemetery Income - £1225.00

**d) To consider S.137 payments:**

Cleobury Mortimer & Neen Savage WI's Childrens Clothes Initiative - £90.00.

**e) Debit Card Payments made:**

Amazon - replacement litter pickers - £59.66

**f) Town Council owned streetlights- Cllr Hainsworth**

To consider quotations for electrical testing, inventory management, numbering street light columns and converting remaining non-LED street lights to LED lanterns.

05.12.21

**Planning Matters.**

**a) Reference: 21/01531/FUL (validated: 25/03/2021)**

**Address:** Dav Y Dean, Lower Street, Cleobury Mortimer, Shropshire, DY14 8AA

**Proposal:** Erection of single storey rear extension and rendering to front elevation

**Applicant:** Mr And Mrs A Potter

**b) Reference: 21/01833/FUL (validated: 09/04/2021)**

**Address:** Highclere , Eagle Lane, Cleobury Mortimer, DY14 8RA

**Proposal:** Erection of rear extension

**Applicant:** Mr And Mrs D Hives

**c) Reference: 21/02014/FUL (validated: 10/05/2021)**

**Address:** New House Farm, Tenbury Road, Cleobury Mortimer, Kidderminster, DY14 8RD

**Proposal:** Erection of new portal framed warehouse for B8 use, including all associated external works to form yard

**Applicant:** Hobsons Brewery And Company Ltd (Mr N Davis)

**d) Information Only: -**

**Planning Decisions published relating to parish of: Cleobury Mortimer Town Council**

**Reference: 21/00180/FUL (validated: 27/01/2021)**

**Address:** Redthorne Farm Barns, Redthorne Hill, Cleobury Mortimer, Shropshire

**Proposal:** The Laying of a hardcore track and creation of a new access from an unregistered road into the field for the purposes of agriculture.

**Decision: Refuse**

**Reference: 21/00718/FUL (validated: 01/03/2021)**

**Address:** 17 Mortimer Terrace , Lower Street, Cleobury Mortimer, DY14 8AJ

**Proposal:** Erection of an extension to the rear of the property

**Decision: Grant Permission**

**Reference: 21/01218/FUL (validated: 10/03/2021)**

**Address:** 8 Ludlow Road, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DY

**Proposal:** Erection of single storey front and rear extensions

**Decision: Grant Permission**



- 05.13.21**            **Opportunities for Climate Change initiatives- Cllr Greaves**  
**05.14.21**            **Risk Assessment Annual Review – Clerk**  
**05.15.21**            **State of the roads around the Parish and local parishes – Cllr Hainsworth**  
**05.16.21**            **Projects to agree contractor and funding.**  
                         I. Steps into QEII Area from Playing field – Cllr James.  
                         II. Drainage in QEII Area – Cllr French  
                         III. Solar Lighting QEII Area – Cllr Greaves
- 05.17.21**            **To confirm date of next Town Council meeting**

**The next Town Council meeting will be held on Monday 7<sup>th</sup> JUNE 2021 and posted on the Town Council Website <https://www.cleobury.org.uk/blog/>**

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.

- 05.18.21**            **Update on Capital Receipt Grants – Cllr Brown**  
                         Decide action on non-compliance of agreement.
- 05.19.21**            **Employment Matters – Cllr Brown**

**STAY ALERT ▶ CONTROL THE VIRUS ▶ SAVE LIVES**

