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**Minutes of Town Council meeting on Monday 7<sup>th</sup> JUNE 2021 at 7pm in the Cleobury Country Centre, Cleobury Mortimer.**

**Present:** Cllr Debbie Brown (Chair), Cllr Neil Tysall (Vice Chair), Cllr Geoff Hainsworth, Cllr Paul French, Cllr Guy James, Cllr Patrick Buck.

**Town Clerk:** M Sheehan

**RFO:** D McBride

Public: 4

**Cllr Brown welcomed everyone to the June Town Council meeting and reminded everyone to adhere to the guidelines set out by Cleobury country and observe current government guidelines.**

**06.01.21 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).

**Mr Todd** raised concerns about anti-social behaviour around the allotment and items like the wheelbarrow going missing. It may be newcomers that are not used to living in the countryside and the dangers that exploring can bring. Suggested Mark Greaves and the youth hub as a conduit for advice.

**Cllr Brown** suggested some input from Mark was a good idea.

**The Clerk** confirmed he was aware of some issues and was addressing them with other agencies.

**Cllr Butler** explained that a meeting had been arranged with the Clerk, Jessops, and Shropshire council to look at the issues around the new development and access to the top field was one that needed a gate.

**Mr Todd** asked if there was a play area on the new estate for the children.

**The Clerk** confirmed that there was not.

**Cllr Brown** confirmed that the Clerk was arranging a meeting with the Police and Crime commissioner.

**Mr Todd** raised the issue of potholes, and they are being marked and not done, markings are worn away and marked again.

**Cllr Butler** reported there are 9,000 in the county with 12 teams and Shropshire council are trying to raise funding to expand the teams. They are working their way down the A4117 from Ludlow and so far at Hopton Bank.

There is no direct funding from the Government yet.

**Mr Smith** wanted to echo the sentiment to education about the countryside and suggested a visit to a local dairy farm.

A google link to the guide to the countryside was suggested.

**Mr Smith** also raised concerns about 25-35 year old males using the CoOp with no masks and has a policy against confrontation.

The Clerk and Cllr Buck will discuss with the manager.

**Cllr Harris** confirmed it was the same in Highley.

**06.02.21 Apologies for absence**

**Cllr J Greaves - reason – Holiday**

**Cllr Smith – reason – Not Well**

**RESOLVED** to accept apologies.

**06.03.21 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.

**None reported.**

**06.04.21 To approve the Minutes of the Town Council AGM Meeting held on Monday 17<sup>th</sup> May 2021.  
and Confidential minutes 17<sup>th</sup> May 2021.**

**Council RESOLVED to approve the Minutes of 17<sup>th</sup> May 2021; duly signed by the Chair.**

**Council RESOLVED to approve the Confidential Minutes of 17<sup>th</sup> May 2021; duly signed by the Chair.**



**06.05.21 Matters arising from the minutes.  
The Clerk went through his Report.**

Had an issue with a broken bow of a Yew tree in Churchyard. Due to H&S concerns, the broken bow was taken away. This raised other issues with the tree so asked our tree warden to take a look. As a result, contacted Shropshire Council for advice, who have been and assessed so will get a report.

Put out the June clarion report to help promote the profile of all councillors.

Complaints received about some anti-social behaviour so signposted and gave advice to help. Will be looking into further with the police.

Completed Sport England Annual audit online to update the facilities we have for visitors to Cleobury Mortimer to enjoy.

Pushed again for a site meeting at Stanbury Place to look at issues over the road and pavements damaged and the site not as agreed with access to private land. The meeting has taken place and will supply a report to councillors.

Worked with Insurance companies and Police to provide CCTV for a hit and run in Catherton road.

Submitted a Freedom of Information request to Shropshire Council for answers to the following questions.

1. How much has Shropshire council has paid out in compensation over the last year to motorists for damage to vehicles, tyres, wheels, suspension, etc due to potholes and bad road conditions?
2. How much money has been diverted from Highways to other sections of Shropshire Council in the last year.
3. Cost of Highways repairs spent in the last year in the North of the County.
4. Cost of Highways repairs spent in the last year in the South of the County.

Arranged site visit with Mr Robinson to look at a new site for the Council container. All agreed and looked at moving the container over the next few weeks. Will need to sort out some scalping's from the quarry and a contractor to move the container.

Entered Cleobury Community in for a Shropshire Community award scheme. Could win £1,000 for the community. Entered Cleobury Mortimer Town council for the National Star council award with emphasis on covid and what we have achieved.

Entered Cllr Brown in for Councillor of the year with Covid in mind, to recognise work with establishing the Foodbank and the work with other agencies.

Arranged visit with carers at St Mary's due to a spate of stolen items to see what can be done, while also signposting to relevant agencies. Will follow up with police, CCTV, and community engagement.

Attended Shropshire Clerks meeting with Mark Barrow, Chris Westwood, and Steve Smith from Shropshire council to get answers about Shropshire council failing to answer emails and Highways issues. Have raised the issue of the A4117 and they will get Vicky Turner to talk to me. Also brought up again about doing the jobs locally and Invoicing Shropshire Council. They are looking for a working liaison group to work with Highways. I will be on it from the South to represent local parishes.

GDPR Reminder about confidential emails and documents including attachments and those copied in. Will elaborate at the meeting.

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

**Cllr Hainsworth** reported that there was progress with the streetlights and marking but no progress with the bridge issue at the Glen caravan site. We have still not heard anything, and it has been two and a half years now since the bridge was agreed. Clerk to chase with Unitary councillor Gwilym Butler.

To update at the next meeting.

**Cllr French** reported that he and Cllr Hainsworth had completed Dorothy McBride's appraisal. The Wells water pumps have been priced and looking at possible works and new electrical connections to increase the run of the Christmas lights.

The slabs outside the Lion on the pavement are broken and need cleaning away. Clerk to send photos to Highways.

**Cllr James** reported that from the visit to Stanbury Place with Cllr Butler, Clerk, Shropshire council and the builders, various issues were raised like no dropped kerbs and were to follow up with Citizen housing. Clerk to arrange.

Preparations are still continuing with the Neighbourhood plan and the public consultation.

**Cllr Tysall** expressed concern over the Covid conspiracy signs on lampposts in the town and urged removal.

Also, quite persistent parking on the pavement outside Lower Street Garage presents real risk to public safety and is of real concern. Clerk to follow up.



**Cllr Brown** requested a motion on the next Agenda regarding CIL payments as advised concerning the neighbourhood plan. RFO, Mr Smith, Cllr Tysall and Cllr Hainsworth to put together.

**06.07.21 Unitary councillors' reports – Cllr Butler, Cllr Harris**

**Cllr Harris** mentioned he was looking at Potholes with Highways. Chairs should be able to visit depots and we should have scheduling and methods of repair. The issue is underfunding.

The Clerk reported that from his Clerks meeting with Highways they were going over to use the app Fix my Streets.

**Cllr Harris** continued that this week was carers week and 20% more children had been taken into care.

**Cllr Brown** confirmed that it was 20% nationwide and all sorts of issues have increased since Covid, Domestic abuse, mental health etc.

**Cllr Butler** reported that there are 40 children in Shropshire ready to go to a new home, but the courts are backlogged.

Simon at Hollywaste had been in touch about the smell from the farm and had an email from Graham French at Shropshire council that it was ploughed in within an hour.

Working with the Clerk to get a Highways survey quote considering more houses in Ludlow and from the Cemetery down to past Newbridge. Use CIL to cover the cost.

**Cllr Brown** asked how much it would cost?

**Cllr Butler** estimated £10,000.

**06.08.21 Financial Matters**

a) **Invoices for Payment: -**

Roger Price Country Skills - Grass cutting April, May, - £780.00

Alan Guest Mowing Services - Grass Cutting (March & April) - £1,051.70

Cleobury Country - Training Room Hire - £22.50

West Mercia Energy - Toilet Electric (April) - £87.24

D M Payroll Services - Internal Audit Fee - £150.00 (paid in May)

West Mercia Energy - Toilet Electric (March) - £97.79 (paid in May)

**The RFO informed the council of extra Invoices for payment.**

Food Bank - Petty Cash - £200.00

Cleobury Country - Office Rent - £1,199.99

Lewis Arborcare - Lime Tree Pleaching - £2,700.00

b) **To note income received:**

Bank Interest - £1.45

Food Bank donation - £50.00

Shropshire Council - Precept - £116,749.00

Shropshire Council - Neighbourhood Fund - £6,860.87

Cemetery Income - £200.00

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

c) **Debit Card Payments made:**

Viking - toilet and office supplies - £156.05

**RESOLVED that the Card payments are accepted, and payments are made.**

d) **Review Bank Mandate - RFO**

The RFO explained that access to our bank account as we have issues when accessing the account for information and needs a signatory at the time to access the account.

**RESOLVED** to add the RFO as a signatory, with a two-signing rule and remove the ex-councillors no longer required.

**06.09.21 Planning Matters.**

a) **Reference: - 21/02604/TCA**

**Proposal:** - Pollard by approx. 40% to previous pruning points 1no Willow, prune back from BT wire 2no Damson & crown reduce and thin by 15% 1no Birch within Cleobury Conservation Area

**Address:** - Glebe House, 5 New Road Gardens, Cleobury Mortimer, Kidderminster, Shropshire.

After a short discussion **RESOLVED No objection**

**b) Reference: - 21/02258/FUL**

**Proposal:** - Install new modular classroom building on school playground

**Address:** - Cleobury Mortimer Primary School, Langland Road, Cleobury Mortimer, Kidderminster, Shropshire

After a short discussion **RESOLVED No objection**

**c) Reference: 21/02379/FUL (validated: 10/05/2021)**

**Address:** 11 Lea View, Cleobury Mortimer, DY14 8EE

**Proposal:** Erection of a single storey rear extension

**Applicant:** Ms. R. Luijk

After a short discussion **RESOLVED No objection**

**d) Information Only: -**

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

Reference: 21/00024/VRA106 (validated: 20/01/2021)

Address: Proposed Residential Development South Of, Tenbury Road, Cleobury Mortimer, Shropshire

Proposal: Variation of a Planning Obligation attached to 13/02548/OUT

Decision: **Grant Permission**

**06.10.21 Annual Review of Councillors on groups and Committees – Cllr Brown, Clerk**

To review councillors' roles and make appointments to committees.

After a discussion on each item the revised list is as follows.

**At the Town Council meeting on 7<sup>th</sup> June 2021 the following Councillors' roles and appointments to Committees were reviewed and approved for 2021-2022:**

Market Hall Committee	Cllr G Hainsworth, Cllr Brown, Cllr N Tysall, Cllr A Smith
Finance Sub - Committee Mrs D McBride (RFO)	Cllr D Brown, Cllr P French, Cllr G Hainsworth, Cllr Guy James
Emergency Working Group	Cllr N Tysall, Cllr J Greaves, Cllr G James, Cllr P Buck
Employment Working Group	Cllr A Smith, Cllr P French, Cllr G Hainsworth, Cllr P Buck
Disciplinary Procedures Working Group and Grievance Working Group	Cllr J Greaves, Cllr D Brown, Cllr N Tysall
Policy Review Working Group	Cllr A Smith, Cllr G Hainsworth, Cllr P Buck Mrs D McBride (RFO) and Mr M Sheehan (Clerk)
Complaints Working Group	Cllr D Brown, Cllr N Tysall, Cllr P French (Reserves: Cllr G Hainsworth)
Future Neighbourhood Plan Task and Finish Group	Cllr J Greaves, Cllr G James, Cllr G Hainsworth. Mr M Sheehan (Clerk)
Risk Management	Cllr G Hainsworth, Cllr J Greaves, Cllr G James, Mr M Sheehan (Clerk)

**Community Led Groups:**

Playing Fields/Sports Group/ Skate Park / playpark	Cllr A Smith, M Sheehan (Clerk) Reps from Rugby, Cricket & Football M Sheehan (Clerk), & Public
Dementia Friendly Town working Group	Cllr D Brown, Cllr P Buck & Public

Plastics reduction Working Group	Cllr N Tysall, Mr C Smith & Public
Cleobury Youth Partnership	M Sheehan (Clerk) Cllr P Buck rotate Councillors if available.
<b>Representatives to Outside Bodies:</b>	
Childe School Endowment Fund	Cllr D Brown
Parish Hall Committee	Cllr G Hainsworth, Cllr French
Shropshire Association of Local Councils	Any Councillor if available
Cleobury Patients Voice	Cllr P French
<b>Non-Councillor Appointments:</b>	
Flag Man	Mr Mark Baldwin
Tree Warden	Mr C Smith, plus two public volunteers
Transport Champion	Mr S Todd

**06.11.21 Policies - RFO, Clerk**  
Annual Review of Standing Orders and Financial Regulations.  
**RESOLVED to accept the review.**

**06.12.21 Drainage Project update – Cllr French**  
Cllr French explained that the contractor agreed at the last meeting cannot now do the work required this year, therefore the council need to look again at the remaining contractors and quotes to select another contractor.  
**RESOLVED to go with quote B and confirmation from the next finance meeting.**

**06.13.21 Bulb Planting project - Cllr French**  
"Agree up to £500 to purchase flower bulbs for QE11 Park".  
Cllr French explained that this would be a 2–3-year project.  
**RESOLVED to agree for a maximum spend up to £500.00.**

**06.14.21 Action Log Review - Cllr Brown**  
Cllr Brown explained that this is a working document that all councillors should be keeping up to date and proposed it is a standing item on the agenda to review monthly.  
**RESOLVED.**

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

**The next Town Council meeting will be held on Monday 5<sup>th</sup> JULY 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.

**06.16.21 Correspondence Received - Clerk**

**Meeting closed at 20.36pm.**

Signed Chair:



Date: 5<sup>th</sup> JULY 2021