



Minutes of the Town Council meeting held on Monday 7th February 2022 at 7pm in the Cleobury Country Centre, Cleobury Mortimer.

Present:

Cllr Debbie Brown (Chair), Cllr Paul French, Cllr John Greaves, Cllr Geoff Hainsworth, Cllr Neil Tysall, Cllr Alexander Smith, Cllr Patrick Buck and Cllr Guy James.
Locum Clerk: Mrs D McBride.

The Chair welcomed everyone to the February meeting.

02.01.22 Democratic 15 minutes Public Time

There were four members of public present.

- Mr K Smith informed Council that, since 30th November 2021 part of the parish is now part of the largest woodland National Nature Reserve in England – the Wyre Forest. Unfortunately, there is no information about this yet at the Wyre Forest Visitor Centre. Mr Smith will, however, suggest that the Neighbourhood Development Plan pushes forward with a wildlife corridor from Newbridge to the Wyre Forest.
- Mr C Banford spoke about the problems residents have suffered from with the building of and subsequent demolition of Cleobury Hills Care Home, citing numerous incidents of noise, dust, light pollution, impeded access to main road, flooding and breaches of planning conditions. The residents are very disappointed as no consideration has been shown them and they want help. They feel their concerns have been disregarded. There is some confusion as to whether a new planning application is required to rebuild the Care Home. Cllr Brown confirmed the Town Council are discussing this matter later in the meeting and are proposing to nominate a councillor to work with Unitary Cllr Butler and the residents to address concerns.

02.02.22 Apologies for absence

The Clerk is still off sick.

02.03.22 Declaration of interests

Cllr Brown and Cllr Buck declared interests in Agenda items under 02.08.22 regarding Food Bank finances as they are Coordinators of the Food Bank and took no part in these items when discussed.

Cllr Brown declared an interest in Agenda item 02.09.22 (b) (i) Planning Appeal Ref: 22/02987/REF as Mr Poyner is currently undertaking some building work for Cllr Brown and she took no part in this item when discussed.

02.04.22 To approve the Minutes of the Town Council Meeting held on Tuesday 4th January 2022 and the Extraordinary Meeting held on Wednesday 19th January 2022.

Council **RESOLVED** to approve the Minutes of the meeting held on Tuesday 4th January 2022; duly signed by the Chair.

Council **RESOLVED** to approve the Minutes of the extraordinary meeting held on Wednesday 19th January 2022; duly signed by the Chair.

02.05.22 Matters arising from the Minutes

Mrs McBride gave the following update:

Churchyard Hedge maintenance – the quote has been given to Hereford Diocese and we are awaiting confirmation for the work to go ahead before the end of February.

Welcome Back Fund – the street cleaning which was due to start today has been delayed. The invoice for the street planters has been requested as the money has to be spent and the claim form submitted by 28th February.

Data Audit – all electronic and paper files in the office have now been reviewed. There are new Data Protection policies to be reviewed for adoption. All individual Cleobury.org email addresses can be deleted.

Trees – the Tree Warden reported a mature and substantial yew tree in the Conservation Area had been felled to ground level within the Conservation Area without prior planning permission. The Tree Warden identified himself to the tree's owner and to the contractor / tree surgeons as the last of the timber was being removed and pointed out that they should have sought planning permission before authorising the contractor to remove the tree. The Tree Warden has made the following recommendations in his report to the Town Council:

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1. The Town Council writes to the LPA tree department to inform them of the tree removal.
 2. The Town Council seeks ways to inform the general public and owners of trees, especially in our Conservation Area, of the need to acquire planning permission. This might be an article in the Clarion.
 3. The Town Council seeks advice from the LPA for them to enforce a requirement of tree surgeons to check in relevant cases if planning permission is required and see resultant paperwork. This might involve written warnings or incurring fines for non-action.
- Council confirmed agreement with the three recommendations and that an article would be put in the next issue of the Clarion.

Lime Tree pleaching – work has been completed. Lewis Arborcare have sent us the full invoice for payment so a request has been put into Shropshire Council to make their usual contribution.

Local Highway issues – two residents have reported concerns with a cast iron pole which looks in serious danger of falling onto the road due to the corrosion two foot up on the pole which is probably 30-40 foot tall. The pole is located in the verge where Barkers Lane meets Lion Lane/Pinkham Lane. The pole is believed to be from an old gas lamp and whilst it is dangerous (corroded metal) it is very decorative and some of it may be salvageable for its historic value in the community. Graham Downes (Highways) has sent off for copies of the utility plans in the area and was waiting for that information which may help establish ownership.

Safety inspections and insurance – quotes are being sought to undertake an external inspection of all cemetery memorials and all trees which are the responsibility of the Town Council. The valuation of the public toilet building is being reviewed through our insurance company.

Christmas Lights – an application to install new Christmas lights on Shropshire Council owned street lights is being submitted. Approved contractors and confirmation of lighting specifications is required. Once approved a request for new lights will be made to the Finance Committee as per funding in the ear-marked reserves.

Faulty street lights in Ronhill Lane – two lights need replacing. A request has gone into Western Power to undertake the required work to disconnect/reconnect the electricity supply in order for Prysmian to carry out the necessary replacements.

02.06.22 Councillors' reports and items for future agendas

- Cllr Brown had issued the Food Bank Annual Report to all members and asked if there were any comments. Everyone was happy with the report which will now be published on the website. The Market Hall Minutes had also been shared with all members. In line with the Jubilee celebrations Cllr Brown proposed purchasing mugs for all the primary school children and presenting them to the children on behalf of the Town Council. This was approved.
- Cllr Hainsworth informed Council that despite previously reporting the street light on London House being faulty through the on-line portal, Shropshire Council had no record of this. Following a telephone call to Shropshire Council this has now been logged for action.
- Cllr French confirmed the following entertainment has been booked for the Festival on 4th June – storytelling, slacklines, circus skills, Cleobury Mortimer Concert Brass and a dog show. Bookings for Art and Crafts as well as information/display stalls are going well. Posters have been printed ready for distribution.

02.07.22 Unitary Councillors' Reports.

Unitary Councillor's Gwilym Butler and Simon Harris had both sent written reports prior to the meeting.

- Cllr Butler confirmed that he has spoken with Graham Downes regarding the gas light pole mentioned earlier. It has been referred to the street lighting team for further investigation. The pole may be salvageable and if repaired could be relocated as a historical feature. Shropshire Council are still investigating issues raised with their asset register regarding the Cemetery and Bull Alley.
- Cllr Harris apologised that his latest report was all about the issues around Shropshire Council's Pension Fund investments but he felt it was important and is happy to talk to anyone about the issues. Cllr Harris supported the idea to give Jubilee mugs to the children and asked that we notify neighbouring parishes of what we are doing. Cllr Harris will help put up posters to promote the Festival. An issue regarding resurfacing the road in Oretton near the New Inn is being looked into and Cllr Harris will report back on what has happened. Shropshire Council's consultation regarding funding for Acton Scott is underway. The historic working farm currently costs around £150,000 to stay solvent. Cllr Brown confirmed the consultation information has been shared with all members and she felt that the farm's educational value is worth Shropshire Council's support.

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02.08.22 Financial Matters

a) Council RESOLVED to approve the following payments and cheques were signed:

West Mercia Energy - Toilet Electric (December) - £104.86
Prysmian – Streetlight maintenance (June – December 2021) - £810.00
Lewis Arborcare – lime trees pleaching - £3,660.00
Cleobury Country – Meeting Room Hire - £157.50
Mrs D McBride – reimbursement for toilet and office supplies - £109.44
D M Payroll Services – Data Audit work - £960.00
SLCC – Climate Change – Workshop fees - £162.00
Mrs D McBride – Food Bank Petty Cash - £200.00
HMRC – PAYE & NI (January) - £1,436.72
Payments made since last meeting:
January Wages - £4,116.75
There was an additional payment required – invoice received after the Agenda was posted:
SALC – Training Course - £30.00.

b) Council noted the following receipts:

Food Bank Donations - £50.00
Bank Interest - £1.80

c) Council noted the following Debit Card payments:

Butlers – Christmas confectionery and stationery - £200.14
Midland News Association – NDP Call for Sites advertisement - £333.60
Tracey's Kreations – Food Bank Vouchers - £194.00

d) Jubilee Beacon

Cllr French had brought the beacon which has been fabricated locally from new horse-shoes. The design represents the Queen's love of horses and is shaped like a thistle head as a reference to Scotland. A concrete plinth and steel work to support the beacon will be required. It is proposed that the beacon will be permanently located on the Playing Field near the new steps and facing the highest point in Shropshire. It will be lit on June 2nd to join other community beacons across the UK. The cost of the beacon (currently at £350) together with the concrete plinth, further steel work, commemorative plaque and installation could cost a maximum of £800. The proceeds from the beacon are being donated to the Care for Casualties charity. Council RESOLVED to approve funding for the Jubilee beacon up to £800.00.

e) Council RESOLVED to approve the write off of the obsolete Council laptop computer.

f) Council considered the quotes and RESOLVED to approve the purchase of a fireproof safe for the secure storage of Cemetery records and other documents.

g) Council considered and RESOLVED to approve the purchase of new Microsoft 365 software and data management systems, mailbox migration and PC performance upgrades.

02.09.22 Planning Matters

a) New Planning Applications:

1. Reference: 22/00075/FUL (validated: 10/01/2022)
Address: New Industrial Units At, New House Farm, Tenbury Road, Cleobury Mortimer, Shropshire, DY14 8RD
Proposal: Erection of One Light Industrial unit and associated parking and access
Applicant: D M A & R Robinson (Mawley Town Farm, Cleobury Mortimer, DY14 8PJ)
Outcome: Council RESOLVED to have no objection to the proposals subject to the outstanding matter of the diversion of Footpath 0518/52/6 being actioned.

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b) Planning Appeal:

1. Appeal Reference: 22/02987/REF
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.
Applicant: T Poyner.
Outcome: Council RESOLVED to endorse its previous comments on this planning matter.

c) Planning Decisions - FOR INFORMATION ONLY:

1. Reference: 21/04905/FUL (validated: 14/10/2021)
Address: Saddlers Barn Farm, Redthorne Hill, Cleobury Mortimer, Shropshire, DY14 8QL
Proposal: Demolition of existing buildings and erection of replacement farm complex with concrete apron, landscaping and associated works
Decision: Grant Permission
2. Reference: 21/04988/LBC (validated: 12/11/2021)
Address: 35 Lower Street, Cleobury Mortimer, DY14 8AB
Proposal: Works to facilitate the replacement of 2No. windows to the front elevation affecting a Grade II Listed Building
Decision: Grant Permission
3. Reference: 19/03041/FUL (validated: 08/07/2019)
Address: Lyndas Field, Cleobury Mortimer, Shropshire, DY14 9DX
Proposal: Use of established residential accommodation on a permanent basis as rural enterprise dwelling
Decision: Refuse
4. Reference: 21/05767/FUL (validated: 17/12/2021)
Address: Proposed Conversion Of Building At Redthorne Farm, Redthorne Hill, Cleobury Mortimer.
Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the replacement of existing agricultural store with new build
Decision: Grant Permission
5. Reference: 21/05720/FUL (validated: 08/12/2021)
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN
Proposal: Reinstatement of historic ground level within service yard and installation of timber structure to house condenser units and associated works
Decision: Grant Permission
6. Reference: 21/05721/LBC (validated: 08/12/2021)
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN
Proposal: Reinstatement of historic ground level within service yard and installation of timber structure to house condenser units and associated works
Decision: Grant Permission

02.10.22 To consider support for South Shropshire Climate Action proposals to reduce transport carbon – Cllr Brown/Cllr Greaves.

Cllr Greaves felt that Cleobury Mortimer would struggle to meet the Green Agenda due to its rural location and reliance on private vehicles for travel and heavy road transport for businesses. Our carbon footprint is five times higher than in Birmingham but reducing this will be difficult due to the lack of public transport and the restrictions on implementing energy efficiency measures to listed buildings. There are concerns that more people will be affected by the surge in energy bills this year with increases in fuel poverty which may even force people to move away. There is little we can do other than help advise people and provide information on ways to reduce use of fossil fuels and carbon emissions. The Town Council is hosting a Green Living Event on Saturday 7th May where information will be available on all aspects of being more energy efficient. Council RESOLVED to support South Shropshire Climate Action proposals – Cllr James abstained.

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02.11.22 To consider and respond to Shropshire Council's budget consultation for 2022-23.

Cllr J Greaves proposed an objection to the budget where money is being proposed for the North West Relief Road (around Shrewsbury) and the Shirehall replacement plan. The budget deficit for 2022/23 Shropshire Council has worsened with the funding gap increasing to £66.9m (an increase of 15.1%). The loss of value on the three Shrewsbury shopping centres illustrates their high-risk way of spending public funds on capital projects. Motion seconded by Cllr Tysall and Council RESOLVED to object to the proposals in Shropshire Council's budget.

02.12.22 To adopt new Code of Conduct and additional Registerable Interests Forms.

Council RESOLVED to adopt the new model Code of Conduct and Registerable Interests Forms. Council members will review their individual Disclosable Pecuniary Interests Form and re-submit them together with a Registerable Interests Form where required.

02.13.22 To note community concerns regarding Cleobury Hills Care Home and consider response/nominate councillor to liaise.

Further to the public statements made earlier Cllr Greaves and Cllr James will be the nominated points of contact for the residents to liaise through the Locum Clerk, Mrs McBride and Unitary Cllr Gwilym Butler.

02.14.22 Action Log Review - Cllr Brown.

Council went through the Action Log and the following updates were noted:

Highway matters – request for Stage Three Audit needs progressing but bollards for the High Street pavement outside the Manor House will be chased up directly with Highways.

CCTV – review of system and procedures is on-going. ORP Surveillance to be involved in review.

Bus Shelters – Mrs McBride to seek quotes for refurbishment and replacement panels.

Christmas and Public Engagement Working Groups have met and discussed plans for the year which are underway. Remove from Action Log.

Vehicle Activated Signs – Cllr Brown and Cllr French will follow up PCC grant and order of signs.

The new bin for the QEII Park needs installing as soon as possible.

There may be funding available to refurbish the Youth Shelter in the QEII Park.

Council banners – previous draft found to be incomplete and does not accurately represent the Town Council. A new design will be prepared to include what we do, with correct contact details for use at the Festival and other events.

Cleobury Patients Voice have still not met. Council noted the requirement for there to be a patient participation group for the Medical Centre.

02.15.22 To confirm the date of the next Town Council meeting.

The next Town Council meeting will be held on Monday 7th March 2022.

The Chair read out the following statement:

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 item on the grounds that it involves 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 item.

At 8.30pm there was a short break and the meeting reconvened at 8.32 pm.

02.16.22 Employment Matters – Employment Working Group

There was a discussion covering current employment issues.

Meeting closed at 8.55 pm.

D Brown

Signed:.....Chair

7th March 2022

Date.....