



Minutes of the Town Council meeting held on Tuesday 3rd May 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 and Cllr Guy James.
Locum Clerk: Mrs D McBride.

The Chair welcomed everyone to the May meeting.

05.01.22 To elect the Chair and to receive the signed Declaration of Acceptance of Office.

Cllr Brown was elected Chair and duly signed the Declaration of Acceptance of Office.

05.02.22 To elect the Vice Chair and to receive the signed Declaration of Acceptance of Office.

Cllr Tysall was elected Vice chair and duly signed the Declaration of Acceptance of Office.

05.03.22 Democratic 15 minutes Public Time

There were no members of public present.

05.04.22 Apologies for absence

Cllr Patrick Buck – personal commitment.
Unitary Cllr Gwilym Butler as Cllr Simon Harris is attending.
The Clerk is still off sick.

05.05.22 Declaration of interests

Cllr Brown declared interests in Agenda items under 05.11.22 regarding Food Bank finances as she is a Coordinator of the Food Bank and took no part in these items when discussed.
Cllr French declared an interest in Agenda item 05.11.22 (a) re-imburement for Jubilee Beacon steel and took no part in this item when discussed.

05.06.22 To approve the Minutes of the Town Council Meeting held on Monday 7th March 2022

Council **RESOLVED** to approve the Minutes of the meeting held on Monday 7th March 2022; duly signed by the Chair.

05.07.22 Matters arising from the Minutes

Mrs McBride gave the following update:

Youth Work

Rich Morley will work on an interim report on the youth sessions which are going well. He is aware that the Shropshire Council Youth Service has restarted. Mr Morley has been working on plans to get extra resources in place and has approached the Crime Commissioner for funds to extend the sessions to include some form of drop-in. The support from the Town Council has helped secure some additional funding from Energise.

Place Plan

Mrs McBride met with Vicky Turner to discuss the Place Plan, CIL funding and other infrastructure projects. The Place Plan is going to be re-vamped again. External partners ie Environment Agency, Severn Trent will review all their projects first, followed by internal Shropshire Council departments ie highways, education and then the parishes will review the projects - probably by the end of the summer. Mrs McBride emphasised the lack of communication with a number of projects has been an issue and we want to have a much improved and up-to-date system going forward with accurate and meaningful projects in the Place Plan. This was made with reference to the IIG projects of which we have still not received any reports, the availability and use of CIL money and concerns that Neighbourhood Fund money is allocated for road resurfacing. Ms Turner said that going forward the Place Plan will include any S.106 money which is allocated for projects in our area. The saga with Shropshire Council regarding the Play Areas at Whitcomb's Orchard, Vaughan Road, Larks Rise being offered freehold then changed to leasehold was discussed. The new Public Open Space Officer will be asked for an update on the proposals to transfer the land together with its S.106 funding to the Town Council. Council agreed that a meeting is required with all parishes in our Place Plan area once the parishes have had their say in the draft Place Plan as some may be possible joint projects.

Initials...**DB**.....



05.08.22 Councillors' reports and items for future agendas

- Cllr Hainsworth raised a point from the previous meeting where he and another councillor both commented on the poor quality of pothole repairs and the challenge for this to be explained. Potholes should be repaired to a permanent standard and should not be washing out after only a few weeks or months. It was noted that more holes are being filled and communications are improving but there are still a high number of temporary repairs.
- Cllr Tysall has received a complaint about the use of the historic cobbled area on the High Street where bins and pallets are left out even when the shop is closed overnight. Vehicles are also being driven over the pavement and parked on this area which is dangerous. To prevent the pavement being blocked and vehicles parking on the cobbles it was proposed that permission is sought from Shropshire Council to install bollards around the cobbles for safety reasons and to protect this historic site. It was noted that Traceys Kreations has recently closed. The matter of installing bollards here will be put on the next meeting Agenda for discussion.
- Cllr Brown confirmed the Green Living Day is on Saturday at the Market Hall. This awareness event has been well advertised and seeks to inform people on ways to reduce energy consumption and help prevent climate change.
Residents have reported anti-social behaviour associated with patrons of the Old Lion. Cllr Brown has offered our support and directed the resident to the Licensing Team at Shropshire Council and the police.
The entrance to the Cemetery is looking neglected and needs tidying up. This will be checked and a plan of action put into place with staff and contractors.
- Cllr Greaves updated Council on the Neighbourhood Development Plan which is currently going through clarifying questions with AECOM, the landowners and the Planning Authority. Once this is complete there will be the Regulation 14 consultation which will probably start in around three weeks and coincide with the Annual Meeting on 27th May.
- Cllr French raised a few comments from Cllr Buck who could not attend this evening. Cllr Buck had met with local police and a representative of Neighbourhood Watch. The police are eager to step up their presence and are doing as much as they can and have been more visible of late. The local police officer has requested a key to enable direct access to the CCTV system. A temporary speed camera can be provided in town if we want.
- Cllr French has had a request from a resident of Larks Rise for the 40mph limit to be reduced to 30mph on the main road. Traffic Engineering will be asked if this could be looked into regardless of any future development proposed for the west end of town.
Cllr French stated that he will be standing down from Council by the end of summer but will continue with all his current commitments until then.
The current council vacancy will be followed up with Shropshire Council and advertised for co-option.

05.09.22 Unitary Councillors' Reports.

Unitary Cllr Simon Harris expressed disappointment that there has still not been a local site meeting with the new Shropshire Council Youth Worker. The new recycling bins have started being delivered in Ludlow so should be delivered to Cleobury in the next few weeks. Shropshire Council needs to brand itself better. Cllr Harris was concerned this would be a costly exercise, but it is merely to ensure all Council services are all properly and uniformly branded. Cllr Harris has been encouraging other local councils and also wants us to think about what we want in the Place Plan. He agrees with a coordinated meeting with all the parishes. Cllr Harris would support having bollards around the cobbled area on the High Street especially as there is already a plaque there to say it is a historic site. There is a possibility of the High Street being resurfaced but nothing has been confirmed yet. Council would welcome this but stated that the pothole repairs are still not up to a good standard. For example, the one by the Wells has been temporarily repaired several times and is not only dangerous but is typical of the poor look of the town.
Cllr Harris was thanked for his report.

At 7.36pm Council resolved to suspend Standing Orders for a further comment.

The new Shropshire Council Youth Worker had sent apologies for not attending tonight's meeting as he had been off work for a personal matter.

At 7.37pm Council resolved to re-instate Standing Orders.

Initials...**DB**.....



05.10.22 Annual Review of Council Procedures and Committees

- a) Council reviewed their roles on Working Groups, Committees, Community Led Groups, appointments to External Organisations and approved as follows:

Council Committees and Working Groups	Representatives
Market Hall Committee	Cllr Hainsworth, Cllr Brown, Cllr Tysall, Cllr Smith
Finance Committee	Cllr Brown, Cllr French, Cllr Hainsworth, Cllr James
Employment Working Group	Cllr Smith, Cllr French, Cllr Hainsworth, Cllr Buck
Disciplinary and Grievance Working Group	Cllr Greaves, Cllr Brown, Cllr Tysall
Complaints Working Group	Cllr Brown, Cllr Tysall, Cllr French
Neighbourhood Development Plan Steering Group	Cllr Greaves, Cllr James, Cllr Hainsworth
Emergency Planning Working Group	Cllr Tysall, Cllr Greaves, Cllr James, Cllr Buck
Policies Working Group	Cllr Smith, Cllr Hainsworth, Cllr Buck
Risk Management Working Group	Cllr Hainsworth, Cllr Greaves, Cllr James
Cleobury Festival Working Group	Cllr French, Cllr Brown
Community Led Groups	Representatives
Plastics Reduction Working Group	Cllr Tysall
Cleobury Youth Partnership	Cllr Buck
External Organisations	Representatives
Childe's School Endowment Fund	Cllr Brown, Cllr Buck
Cyril Edgar Berrington Trust	Cllr Smith
Cleobury Mortimer Parish Hall	Cllr Hainsworth, Cllr French
Shropshire Association of Local Councils	Any available councillor
Non-Councillor Appointments	
Tree Warden	Mr C Smith
Flag Man	Dr M Baldwin
Transport Champion	Mr S Todd

- b) Council approved the following dates for the Town Council meetings for the forthcoming year:

Town Council Meeting	Tuesday 3 rd May 2022
Annual Parish Meeting	Friday 27 th May 2022
Town Council Meeting	Monday 6 th June 2022
Town Council Meeting	Monday 4 th July 2022
Town Council Meeting	Monday 1 st August 2022
Town Council Meeting	Monday 5 th September 2022
Town Council Meeting	Monday 3 rd October 2022
Town Council Meeting	Monday 7 th November 2022
Town Council Meeting	Monday 5 th December 2022
Town Council Meeting	Tuesday 3 rd January 2023
Town Council Meeting	Monday 6 th February 2023
Town Council Meeting	Monday 6 th March 2023
Town Council Meeting	Monday 3 rd April 2023
Town Council Meeting	Tuesday 2 nd May 2023

Initials...**DB**.....



05.11.22 Financial Matters

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

West Mercia Energy – Toilets Electric (Feb-March) - £187.83
Alan Guest Mowing Services – Grass Cutting and Grounds Maintenance - £870.00
Cleobury Clarion – Advertisement for Jubilee Tea Party - £35.00
SALC – Code of Conduct/Projects Training and Annual Affiliation Fees - £1,375.09
Cleobury Country – Meeting Room Hire - £82.50
Safe Security Services Ltd – Fireproof Safe - £1,950.00
Blisstech Solutions – IT services - £114.12
Silent Noize – DJ for Festival (final payment) - £300.00
Mr P French – reimbursement for Jubilee Beacon steel support/flange - £231.60
Severn Hospice – Aprons for Jubilee Tea Party - £60.00
Market Hall Trust – Food Bank Rent (March-April) - £200.00
There were two additional payments required – invoices received after the Agenda was posted:
Cleobury Country – meeting room hire - £45.00
R Price – Grass Cutting and Grounds Maintenance - £250.00

b) Council RESOLVED to approve the following payments made since last meeting:

Mr G J Dare – Jubilee Beacon – £350.00
Food Bank – Petty Cash - £200.00
Shropshire Council – Rates - £698.60

c) Council discussed the following S.137 Grant applications:

Bridgnorth and South Shropshire Crucial Crew – Children’s Safety Event - £360.00 – approved and cheque signed.

Cleobury Bus Travel – Social Bus for monthly trips - £1,000.00 – further financial information required to support future of bus. The applicant will be invited to meet with two councillors (Cllr Greaves and Cllr Tysall) to discuss options to make the service more sustainable.

d) Council noted the following income:

Food Bank Donations - £100.00
Bank Interest - £2.97
Parish Hall – court costs - £100.00
Welcome Back Fund Grant - £4,797.68
Christmas Card sales - £110.00

e) Council RESOLVED to approve the following Debit Card payments made:

Viking – toilet and office supplies - £152.65
Smyths Toys – gift vouchers for prizes - £110.00
Amazon – coffee pods - £24.45
Gallaghers – compost for street planters - £13.50
Londis – Food Bank vouchers - £428.00
Traceys Kreations – Food Bank Vouchers - £33.00
R P Enterprises – Food Bank Vouchers - £150.00

f) Council RESOLVED to approve the direct debit mandate for Blisstech Solutions for IT services.

05.12.22 Planning Matters

a) New Planning Applications:

1. Reference: 22/01336/FUL (validated: 18/03/2022)
Address: Caravan Park, Lodge Coppice, Mawley Oak, Cleobury Mortimer, Shropshire, DY14 8PX
Proposal: Change of use of land for the siting of static holiday caravans and ancillary development
Applicant: Bank Farm Properties & Leisure Ltd (Mr Trevor Davies, Bank Farm, Arley, DY12 3ND)
(Note: Comments submitted due to time constraints.)

Initials...**DB**.....



2. Reference: 22/01470/FUL (validated: 28/03/2022)
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN
Proposal: Erection of new drystone walling adjacent to the Fountain Garden and associated works
Applicant: See Company name (C/o Agent)
(Note: Comments submitted due to time constraints.)
3. Reference: 22/01523/FUL (validated: 29/03/2022)
Address: 3 Castle Hill, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DA
Proposal: Erection of two storey side extension
Applicant: Mr Corey Lane
Outcome: Council noted that the applicant is known to members of the Council. Council RESOLVED to have no objection to the extension but would like the archaeological report made available due to the historical significance of the site.

b) Planning Decisions - FOR INFORMATION ONLY:

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
Decision: Grant Permission
2. Reference: 22/01041/LBC (validated: 15/03/2022)
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN
Proposal: Erection of boundary wall and gates to north courtyard (revised scheme)
Decision: Grant Permission

05.13.22 Balloons and Sky Lanterns – Cllr Brown

Council discussed and approved the proposal to ban the release of balloons and sky lanterns from all land owned by Cleobury Mortimer Town Council due to the hazards to wildlife, potential for fires and littering.

05.14.22 West Midlands Ambulance Service – Cllr Brown

Cllr Brown raised this matter as the ambulance response times to our area are very poor. Following a recent accident on the A4117 where Cllr Brown was first on the scene she was told it would take five hours for an ambulance to attend. Council agreed to support the local group campaigning against the closure of ambulance hubs and the loss of the rapid responders in the hope of improving response times for all incidents.

05.15.22 Operation Snap – Cllr Greaves

Cllr Greaves explained that Operation Snap is a national programme to encourage people to report poor driving and parking. We could register with West Mercia Police for permission and put up posters around town as well as advertise this on Facebook and the website. Shropshire Council also encourage parking offences to be uploaded to them. Our CCTV could be accessed for evidence if necessary. We could take up the offer of a temporary speed camera and leave warning signs up as a deterrent. Whilst there were some concerns that the police may not follow up all the reports Council resolved to support this venture which Cllr Greaves will take forward.

05.16.22 Love Cleobury – Cllr Brown

Cllr Brown has been contacted by Rev'd Ashley Buck who is concerned by the tone of Facebook comments and emails and would like to work with the Town Council to share a more positive message. Council agreed and resolved to support the 'Love Cleobury' branding and the Council's commitment to promoting a kinder, compassionate community. Workwear for employees and hi-viz tabards for volunteers with the Love Cleobury logo will be purchased as well as a banner. Love Cleobury will be promoted at the Annual Meeting. As the Love Cleobury mission statement ties in well to the welcome packs they will also include this promotion.

Initials...**DB**.....



05.17.22 Action Log Review - Cllr Brown.

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

Highway matters – Cllr Tysall is working on the request for a Stage Three Audit. Mrs McBride is progressing the request for bollards for the High Street pavement outside the Manor House with Traffic Engineering. The proposal to have bollards around the cobbled area and Operation Snap will be added to the Action Log.

There has been recent correspondence regarding the relining of the disabled bays.

CCTV – local police have requested a key for them to be able to directly access the CCTV system.

Streetlights – the concrete columns have now been removed. Sodium lights are on a replacement programme but this needs completing as a one-off project.

Bus Shelters – need progressing. Funding may be available.

Water supply to High Street trough and Wells still on hold due to other commitments covering staff sickness.

Vehicle Activated Signs – Cllr French confirmed PCC funding is secure and permissions in place but funding still not received.

QEII Park youth shelter work and bin installation delayed due to staff sickness but will be completed by contractor/Maintenance Supervisor.

Cemetery capacity review to be chased up.

Council banners – two banners with new design including Love Cleobury have been ordered.

Health and Well-Being to be removed as Patients Voice have still not resumed their meetings and do not require Council involvement anyway.

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

The next Town Council meeting will be held on Monday 6th June 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 8.44pm there was a short break and the meeting reconvened at 8.45 pm.

05.19.22 Employment Matters – Employment Working Group

There was a discussion covering current employment issues including progress with the recruitment of a Maintenance Supervisor.

Meeting closed at 9.10 pm.

Signed:.....*D Brown*.....Chair

6th June 2022
Date.....