



Minutes of the Town Council meeting held on Monday 4th July 2022 at 7pm in the Cleobury Country Centre, Cleobury Mortimer.

Present:

Cllr Debbie Brown (Chair), Cllr Paul French, Cllr John Greaves, Cllr Alex Smith and Cllr Neil Tysall.
Locum Clerk: Mrs D McBride.

The Chair welcomed everyone to the July meeting.

07.01.22 Democratic 15 minutes Public Time

There were six members of public present.

Mrs Shingleton informed Council there is a residents' group getting together due to concerns about the Manor House and asked what the Council's position is on this. The Chair confirmed that we have been in touch with Shropshire Council to request compulsory purchase or enforcement action to bring the building back into use but nothing has come of this. We have not had any recent contact with the owner. Council will support the residents' group to put pressure on Shropshire Council to take action. Residents had offered to tidy up the garden but access was not permitted.

Mrs Shingleton asked about maintenance of the QEII Park as several trees need the crowns raising and grass is overgrowing the path in places. Council confirmed that this work will be attended to in due course. Council confirmed that Mrs Shingleton can plant more spring bulbs in the Park as well as the red oak tree on behalf of the Youth Partnership this autumn.

Four members of public raised concerns about the cemetery maintenance with regards to grass cutting, grave maintenance, paths accessibility and the misuse of bins and compost bays. The Chair thanked the residents for raising their concerns and confirmed that we are having a discussion about cemetery maintenance in the confidential session later in this meeting. It is hoped that the residents will meet with the Council again in a few months to review the progress and discuss further improvements.

Mrs Shingleton asked about the maintenance of the flower beds in the closed churchyard. The Chair confirmed that we are working towards improving them.

07.02.22 Apologies for absence

Cllr Geoff Hainsworth - unwell.

Cllr Patrick Buck - working.

Cllr Guy James - holiday.

Unitary Cllr Gwilym Butler – working away.

07.03.22 Declaration of interests

Cllr Smith declared an interest in Agenda item 07.08.22 Payments (reimbursement) and took no part in this item when discussed.

Cllr Brown declared an interest in Agenda items under 07.08.22 regarding Food Bank finances and took no part in these items when discussed.

Cllr Greaves declared an interest in Agenda item under 07.08.22 Payments (NDP grant) and took no part in this item when discussed.

07.04.22 Minutes of the Town Council Meeting held on Monday 6th June 2022

Council **RESOLVED** to approve the Minutes of the meeting held on Monday 6th June duly signed by the Chair.

07.05.22 Matters arising from the Minutes

Mrs McBride gave the following update:

Place Plan

Cllr Brown and Mrs McBride met with Vicky Turner and Ffion Horton this morning for a brief update on the CIL Highway projects and progress of the Place Plan review.

Dog Fouling incident reported on Facebook

Shropshire Council has confirmed that they need footage of the actual event and the human walking away and not picking up the mess. The dog fouling posters are now ready at the printers for collection. Cllr Brown confirmed that there have been no prosecutions for dog fouling in Shropshire and having just one dog warden for the whole county is not good enough. It is very difficult to take a case to court but Council felt that Shropshire Council are failing to meet their statutory responsibility on this matter.

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



Data Protection

Cllr James and Mrs McBride have removed the final paperwork from the Market Hall. This has been sorted and 13 large sacks were sent for secure disposal plus another wheelie bin of recycling was put out. The old accounts and Minute books will be listed ready to be taken to County Archives.

CCTV

The replacement keys to the Fire Station have still not been received despite being regularly chased. ORP Surveillance have checked some of the camera issues remotely and then came out to fix a glitch on the system. They have been chased repeatedly about cost/feasibility of installing remote access into the Market Hall for the police but they have not responded. Mrs McBride was asked to write a formal letter to them requesting them to urgently respond to this matter.

Highways

Shropshire Council/Kier have assessed the car parks with a view to installing 6 x EV charging points in both car parks. Shropshire Council has applied for the grant funding and they hope to install the points within 12 months. We still haven't received any official notification of this yet though.

Cllr James and Mrs McBride attended a site meeting on Friday 24th June with Gwilym Butler, Andrew Keyland and Heathcote Bartlett from Highways regarding the proposals for repair resurfacing the main road from Vaughan Road to Station Road and whether any amendments are required to the location of the disabled bays. We confirmed the disabled bays' current locations are fine and we just need them to be clearly lined to make them usable and to enable any prosecutions if not used by disabled users. Moving the disabled bays would mean a consultation and potentially delay the resurfacing work further. The work is currently proposed to be carried out in October starting in the school half-term break followed by surface dressing the whole of the A4117 from Cleobury to the county border. We also asked if they would reline the disabled bays in the Childe Road East (Talbot) Car Park if the car park resurfacing is not going ahead in the near future.

07.06.22 Councillors' reports and items for future agendas

- Cllr Greaves stated there have been three informal drop-in sessions for the current Neighbourhood Development Plan consultation which ends on 11th July with 45 people attending in total. Shropshire Council's Local Plan is at government level review and should be made law this summer. Signage is awaited for Operation Snap. There are further changes to building regulations which state all new properties should have charging points.
- Cllr Brown asked members to note the updated policies which are now on the website. The Vehicle Activated Sign at Newbridge is not working. The hedge has overgrown the sign and the chevrons. The funding for two additional signs has still not been received. Council agreed to order the approved signs and keep chasing the PCC for the funding especially in light of WSP's findings that the main concerns on the highways is speeding. Cllr Brown had received a call about a lorry travelling to Withypool Farm which had pushed a car into a hedge.

At 7.49pm Council RESOLVED to suspend Standing Orders.

Cllr Harris confirmed he had also been approached about this matter and concerns have been raised over the size and quantity of lorries which could be a matter for enforcement by Highways and Planning. Vehicle numbers are set over a year and can be busier at times. It may be that improved signage could help. Council noted the covers have been fitted to the large tanks which has reduced the smell from the site.

At 7.52pm Council RESOLVED to reinstate Standing Orders.

Cllr Brown attended a meeting with Police, Food Bank coordinators, Youth workers and Early Help Services where a number of local issues were discussed. It is noted that last month some members of public wanted to be involved in a group to look at anti-social behaviour. There will be a community partnership meeting arranged and attendance by some members of public will be considered.

Cllr Brown informed the meeting that the Market Hall accounts are still incomplete and unaudited but they are being worked on. Council will look for a new auditor to ensure the work is independently reviewed and pass the information to the Market Hall Manager.

Cllr James had forwarded emails regarding the cost of scaffolding for the Parish Hall. It was felt these emails are for the Parish Hall Committee to discuss and the information condensed into a monthly report from the Parish Hall.

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



- Cllr Tysall stated that shrubbery by the Medical Centre is overgrown and needs cutting back to improve visibility for drivers. Cllr Tysall expressed concerns regarding the ongoing issues with poor parking in town and lack of enforcement. Cllr Greaves confirmed he had challenged five people about parking on the zig zags and did not receive a positive response from any of them. Cllr Tysall felt that Council should insist on having bollards close to the road edge to prevent vehicles driving onto the pavement by the zebra crossing.
- Cllr Smith confirmed he has installed another set of shelving in the BT Phone Box at Curdale for the books. Cllr Smith was thanked for his efforts. Cllr Smith offered to help with any painting and maintenance around town during the school holidays.
- Cllr French offered to start the Christmas planning now that the Festival is over.

07.07.22 Unitary Councillors' Reports.

Unitary Cllr Simon Harris stated he has written to the Conservation Officer to ask when the last review and inspection of the Manor House took place as the building should be properly maintained. Cllr Brown confirmed the family were happy to discuss the covenant on the property providing the proposals were tasteful with the character of the building. Cllr Harris thanked Council for arranging a Community Partnership meeting. He has spoken with a detached youth worker recently and hears a lot about the antisocial issues which is not good for Cleobury or for Lacon Childe School. Cllr Harris felt it was a massive challenge to improve things but there were few organisations and clubs for children to attend in the evenings and scant policing resources to respond to issues. Cllr Harris stated there are 24 Ukrainian refugees in our division with seven hosts. Cllr Brown confirmed there is a local coordinator. Cllr Harris stated the new Unitary Councillor for Highley is Mark Williams. Cllr Brown confirmed that he is welcome to attend any of our meetings as we share many services such as policing and highways.

07.08.22 Financial Matters

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

Morris, Bufton & Co – Hedge cutter and ancillary equipment - £304.12
Mrs D McBride – reimbursement for planters, compost and shelving £562.93
West Mercia Energy – Toilet electric (May) - £61.40
Cleobury Country – Office Rent (June-Aug) and Meeting Room Hire - £1,222.49
Market Hall Trust – Room hire for Green Living Event and Food Bank (May-June) - £140.00
Shropshire Council - Election Fee (May 2021) - £100.00
Sciotech Records Management – Secure Disposal of documents - £62.40
Mr A Smith – reimbursement for BT phone box shelving materials - £51.00
Playsafety Limited – RoSPA annual inspections - £403.20
S K Chand – Festival Storytelling - £250.00

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

Locality – return unspent NDP grant – £5,133.50
R Price – grass cutting - £220.00

c) Council noted receipt of the following income:

Food Bank Donation - £50.00
Bank Interest - £1.82
Parish Hall – court costs - £200.00

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

Cleobury Freezer Centre – Food Bank Vouchers - £80.00
Viking – Toilet and Office Supplies - £92.69
Cash withdrawal – Petty Cash - £200.00.
Survey Monkey – Annual Subscription - £408.00.

e) Council considered the options to purchase new dog waste bins with bag dispensers and RESOLVED to purchase two dog bin bag dispensers and three new dog waste bins.

Initials.... **DB**



07.10.22 Planning Matters

At 8.26pm Council RESOLVED to suspend Standing Orders.

Mr C Smith read his Tree Warden report regarding the following planning application. There followed some discussion regarding the environmental issues raised.

At 8.36 Council RESOLVED to reinstate Standing Orders.

a) New Planning Applications:

1. Reference: 22/02477/FUL (validated: 26/05/2022)
Address: Westfield, 12 Ronhill Lane, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8AU
Proposal: Demolition of existing bungalow and outbuildings to be replaced with 3no. detached bungalows.
Applicant: Mr H Smith (12 Ronhill Lane, Cleobury Mortimer, DY14 8EQ)
Outcome: Council RESOLVED to object to the proposals due to the environmental concerns as all trees on site were cleared and there are no plans to increase the biodiversity. There are further concerns that the shed may contain asbestos and a contamination assessment should take place. The Council would welcome three bungalows to the town's housing stock though.

2. Reference: 22/02563/FUL (validated: 31/05/2022)
Address: 18 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DG
Proposal: Refurbishment and alterations to upper floors to provide 2no flats with new access and demolition of single storey extensions and retrospective approval for stainless steel flue
Applicant: The G4 Partnership (Mr Waliur Rahman, 18 High Street, Cleobury Mortimer, DY14 8DG)
Outcome: Council RESOLVED to have no objection to the proposals subject to consideration of electric car charging points and energy efficient measures to ensure the properties are sustainable for the future.

3. Reference: 22/02564/LBC (validated: 31/05/2022)
Address: 18 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DG
Proposal: Refurbishment and alterations to upper floors to provide 2no flats with new access and demolition of single storey extensions and retrospective approval for stainless steel flue
Applicant: The G4 Partnership (Mr Waliur Rahman, 18 High Street, Cleobury Mortimer, DY14 8DG)
Outcome: Council RESOLVED to have no objection to the proposals subject to consideration of electric car charging points and energy efficient measures to ensure the properties are sustainable for the future.

b) Planning Decisions - FOR INFORMATION ONLY:

1. Reference: 22/01025/CPE (validated: 02/03/2022)
Address: Kennels, Lyndas Field, Cleobury Mortimer, Shropshire, DY14 9DX
Proposal: Application for Lawful Development Certificate for the existing use of building for residential purposes in excess of 25 years
Decision: Certificate - Lawful

2. Planning Inspectorate APP/L3245/W/21/3284054
Address: Redthorne Farm Barns, Redthorne Hill, Cleobury Mortimer, DY14 8QH
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: Appeal successful and permission granted.

07.10.22 Cleobury Festival – Cllr French

- a) Council agreed to investigate and cost the provision of a power supply to the Playing Field. This will need to be located in the right place for the Festival, other events and general hire purposes.
- b) Council agreed that the Festival should be held on one site in the future, therefore, quotations will be sought for the provision of a marquee (to be supplied, erected and taken down) for the next Festival. Cllr Greaves will assist.

Initials.... **DB**



07.11.22 Love Lane Play Area – Cllr Brown

- a) Council agreed that there is some uneven ground in the Play Area and that small areas would be improved by adding some soil and grass seed.
- b) Following correspondence with a resident regarding the lack of shade in the Play Area, Council agreed that Cllr French and Cllr Greaves will look at various options and bring back to a future meeting.

07.12.22 Love Cleobury – Cllr Brown

Cllr Brown informed the meeting that there are six Ukrainian families in Cleobury and more are expected. The church is offering some space for people to meet but other venues may be needed. The Town Council could help fund room hire or other expenses to help the refugees. Council resolved to ring-fence £1,500.00 for any assistance. Cllr Brown will liaise with the local coordinator and discuss how the funding will be managed.

At 8.57pm Council RESOLVED to suspend Standing Orders.

Cllr Harris thanked the Council for this gesture and stated that Shropshire Council is looking to provide free bus passes to refugees. He will ask them if they can also put money aside to assist refugees. There is a refugee network across Shropshire and a UK wide network with a base in Wolverhampton. Cllr Brown commented that the Food Bank service has also been offered to the refugees.

At 9.01pm Council RESOLVED to reinstate Standing Orders.

07.13.22 Climate Action - Cllr Brown

Council discussed setting up a local Climate Action Working Group. The Green Living Event was a good start to this initiative. Cllr Greaves will draft some wording for a Facebook article asking for volunteers.

07.14.22 Action Log Review - Cllr Brown.

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

Highway matters – Matters are progressing following the site meeting with Highways and Place Plan officers.
CCTV – the police will be asked if they are using their keys for the Market Hall. Fire Station keys will be chased up. ORP will be written to in the strongest terms for a response to our request to enable access to the CCTV from the Market Hall.

Streetlights – Cllr Hainsworth will chase up the replacement of the remaining sodium lights to LEDs.

Bus Shelters – The Place Plan officer suggested applying for Lottery funding for refurbishing the bus shelters.

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

Wells tiling suggested by a resident is not compatible with Shropshire Council Historic Environment's recommendations. There are a number of more urgent priorities to be dealt with before resuming this project.

Vehicle Activated Signs – PCC funding is secure and permissions in place. Signs to be ordered and continue chasing for grant funding.

QEII Park - Youth shelter refurbishment will be completed this summer.

Cemetery Maintenance issues will be added to the Action Log.

Draft Risk Assessments to be reviewed by Cllr Greaves.

Love Lane Play Area – ground improvements and options for shade to be added to the Action Log.

Playing Field – installation of power supply to be added to the Action Log.

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

The next Town Council meeting will be held on Monday 1st August 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 9.12pm there was a short break and the meeting reconvened at 9.16pm.

07.16.22 Employment Matters – Employment Working Group

There was a discussion covering current employment issues.

Initials... **DB**



07.17.22 Cemetery maintenance – Cllr Brown.

There was a discussion on the recent complaints about the maintenance of the Cemetery. Council will be requiring a higher standard of grounds maintenance. Going forward, the compost bays will be removed as they are not being used appropriately. There will be a lockable skip for contractors and staff and extra bins for public use.

Meeting closed at 9.58 pm.

D Brown

Signed:.....Chair

1st August 2022

Date.....