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**Minutes of the Town Council meeting held on Monday 5<sup>th</sup> September 2022 at 7pm in the Cleobury Country Centre, Cleobury Mortimer.**

**Present:**

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

The Chair welcomed everyone to the September meeting.

**09.00.22 Co-option of new councillor.**

Mrs Sally Burns was co-opted onto Council and signed her Declaration of Acceptance of Office. Cllr Burns duly joined the meeting and was warmly welcomed by everyone.

**09.01.22 Democratic 15 minutes Public Time.**

There were three members of public present.

Mr Blackburn gave an update on the Neighbourhood Development Plan which is currently with statutory agencies for comment. Reminders have been sent to consultees to encourage responses. All responses will then go to the Planning Consultant who will advise on any modifications which may be recommended to the Steering Group. Following that, the NDP will be presented to the Town Council, then to Shropshire Council who will refer it to a Government Planning Inspector, before going to public referendum. Cllr Brown asked for an update for the website, social media, Clarion to keep the public informed.

**09.02.22 Apologies for absence.**

Cllr Guy James – personal commitment.  
Cllr Geoff Hainsworth – operation recovery.  
M Sheehan – sick.

**09.03.22 Declaration of interests.**

Cllr Brown and Cllr Buck declared interests in Agenda items under 09.08.22 regarding Food Bank finances and took no part in these items when discussed.

**09.04.22 Minutes of the Town Council Meeting held on Monday 1<sup>st</sup> August 2022.**

Following one small correction to the draft Minutes in Item 08.01.22 'thanks', Council **RESOLVED** to approve the Minutes of the meeting held on Monday 1<sup>st</sup> August, signed by the Chair.

**09.05.22 Matters arising from the Minutes.**

Mrs McBride gave the following update:

**Place Plan**

Ffion Horton is due to attend our October meeting to give an update on the WSP Highway IIG Reports.

**Manor House**

There has been further correspondence with the Manor House group and we have assured them that we are as frustrated with the lack of action on this property as members of our community are. We are regularly chasing Shropshire Council and liaising with our unitary councillors on this issue but note the limitations of any action on a privately owned building.

**Open Spaces**

The Cemetery skip and general waste bins are working well. The skip is being replaced next Tuesday. Playing Field – the last football club has closed so we will need to consider the future use of the container.

Play Area – we will order 5 x 1t bags of top soil to be spread to level the ground, then spread some grass seed.

**Highways**

Cllr Butler has confirmed that WSP are dealing with the VAS from Quarry Bank, Newbridge. It has now been sent back to the manufacturers for repair but these are being delayed due to supply chain issues. The Fix My Street statement saying the sign was working and the job complete have been disputed with them and our Unitary Councillors informed of this issue.

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Letters have been delivered to a number of properties regarding overgrown hedges which are affecting pedestrian access and safety.

Operation Snap notices have been put up around town. The official signs will be provided by the police. Two additional VAS Signs are now on order. Upon investigation, the style had to be changed due to the preferred option not being suitable for Shropshire Council lamp posts. We are just finalising the location approval with Shropshire Council due to electricity supply and timers on the street lights.

#### **Finance and Admin**

The contract with BT has been renewed for two years, with better pricing and improved broadband/wifi. Electricity suppliers not offering any new contracts at present as the market is so volatile

#### **09.06.22 Councillors' reports and items for future agendas.**

- Cllr Brown asked if we can rethink the councillor surgeries – perhaps a drop in coffee morning every other month. Please send in any suggestions to Mrs McBride. There were five entries to the Bank Holiday in Bloom competition – all will receive a prize and photographs sent to the Clarion of the winning gardens. We are still awaiting the Newsletter from Police Communications department. There is a lot of vegetation overgrowing some road signs especially at Newbridge – Shropshire Council will be asked to clear this, repair the damaged sign and also replace the incorrectly spelt speed limit signs.
- Cllr Tysall noted the shrubs near the Vaughan Road entrance have been trimmed but they need cutting back more to improve visibility. Vehicles continue to park on the cobbles outside the old bakery for long periods. Bollards close to the main road would prevent this. Cllr Butler commented that he does have vehicular access to the properties and that vehicles cannot be prevented from accessing the area. Cllr Tysall commented on the useful meeting with representative of Lloyds Bank and our MP but that they will be closing the bank as it is not viable. They have no plans to keep an ATM in Cleobury either despite being told their assessment data factored in two ATM's in Cleobury and one in Highley which is incorrect. We have asked them to consider installing a Lloyds 24-hour ATM with enhanced functionality but we may need to press LINK to assess the feasibility of this.
- Cllr Greaves commented that it has been reported that people are increasingly using cash during the current cost-of-living crisis. The hedge has been removed at No.1 Vaughan Road which has improved visibility. Betjaman Way has now been adopted by Shropshire Council. Cllr Greaves felt we need to book a date for next year's Festival so that we can make firm bookings with suppliers etc
- Cllr Smith asked when the volunteers are meeting to discuss Christmas lights. Cllr French is arranging this.

#### **09.07.22 Unitary Councillors' Reports.**

Unitary Cllr Gwilym Butler offered to attend our councillor surgeries with Simon Harris. There is likely to be a £9m overspend by Shropshire Council this year due to inflation. Staff pay awards may also affect this overspend as unions are pushing for a 5% rise this year. Cllr Harris confirmed he has received a response about the dog-fouling matter which he will forward to Cllr Tysall. He expressed his disappointment that the football club has closed. Mrs Shingleton is trying to encourage people to come forward for voluntary work as youth leaders. Coming into the winter, there are plans to create Warm Places – the Hub, St Mary's church and also Doddington church are participating. Cleobury Country may also consider this.

#### **09.08.22 Financial Matters.**

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

Alan Guest Mowing Services – Grass Cutting - £773.14  
Parish Hall – Room hire for Police meeting - £45.00  
Rialtas Business Solutions – Annual Support and Licence - £154.80  
Cleobury Country – Meeting Room Hire - £108.00  
West Mercia Energy – Toilets electric (July) - £35.95.  
The following invoice had been received after the Agenda was published:  
Market Hall Trust – Meeting Room hire for Ukrainian refugees - £20.00

##### **b) Council noted receipt of the following income:**

Food Bank Donation - £50.00  
Bank Interest - £2.23  
Parish Hall – court costs - £100.00

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- c) **Council RESOLVED to approve the following Debit Card payments made:**  
Co-op – Food Bank Vouchers - £50.00  
R P Enterprises – Food Bank Vouchers - £65.00  
Mumfords – Gloves and watering cans - £19.97  
Gallaghers – grass seed for Cemetery - £12.00  
Signtech – Play Area and Gym Signs - £266.40  
Cash withdrawal – Food Bank Petty Cash - £100.00.  
Cash withdrawal – Office Petty Cash - £200.00  
Viking – Office and Cleaning Supplies - £192.14  
Hotline – Love Cleobury lanyards - £141.25  
Amazon – Office Shredder and supplies - £62.72  
Ludlow Skip Hire – Cemetery skip hire - £330.00
- d) **Council considered the SAAA (Smaller Authorities' Audit Appointments) external auditor appointment arrangements for 2022-23 until 2026-27 and resolved to 'opt in' to the central procurement regime.**
- e) **Council reviewed the NDP (Neighbourhood Development Plan) Finance Report and RESOLVED to ear-mark a further £5,000 to cover any grants shortfall to enable the NDP to progress to conclusion.**

**09.09.22 Planning Matters**

**a) New Planning Application:**

- Reference: 22/03685/TCA (validated: 11/08/2022)  
Address: Lacon House, 27 High Street, Cleobury Mortimer, Shropshire, DY14 8DQ  
Proposal: Reduce and shape (see photo for extent) 1no Black Poplar (T1), fell 1no Conifer (T2) & reduce and trim back the hedge line (H1) within Cleobury Mortimer Conservation Area  
Applicant: Mr Simon Harper (Lacon House, 27 High Street, Cleobury Mortimer, DY14 8DQ).  
Outcome: Council RESOLVED to have no objection to the proposals.

**b) Planning Decisions - FOR INFORMATION ONLY:**

- Reference: 22/00893/COU (validated: 23/02/2022)  
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN  
Proposal: Occasional use of hall and estate as short-term fully-serviced guest accommodation  
Decision: Grant Permission.
- 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  
Decision: Grant Permission.
- 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 affecting a Grade II Listed Building.  
Decision: Grant Permission
- Reference: 22/02477/FUL (validated: 26/05/2022)  
Address: Westfield, 12 Ronhill Lane, Cleobury Mortimer, Shropshire, DY14 8AU  
Proposal: Demolition of existing bungalow and outbuildings to be replaced with 3no. detached bungalows  
Decision: Grant Permission

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**09.10.22 Action Log Review - Cllr Brown.**

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

Highway matters – Matters are progressing subject to the content and recommendations in WSP's report. Items noted in the Action Log will be raised with Ffion Horton. Further speed restrictions at both ends of town including traffic calming especially opposite the Nursery are to be considered. There are serious safety concerns with regards to vehicles driving over the pavement to the cobbles and these need to be addressed. CCTV – ORP will be chased for a response and invited to a meeting to discuss what the issues are. As there is no contract in place for maintenance we will look elsewhere if there is still no response. Operation Snap - Cllr Greaves provided Operation Snap notices which have been printed and displayed around town.

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

Bus Shelters – Quotes will be sought to refurbish and/or replace the bus shelters and bring to Council for perusal. Once options have been selected, we can apply for some grant funding.

Wells tiling – prices for supply and installation of dreadnought tiles will be sought to start the renovation of the area. Severn Trent will be asked if they have any historic information on the land around the Wells. The condition of the ground around Shropshire Council's street light and steps will be reported on Fix My Street.

**09.11.22 To confirm the date of the next Town Council meeting.**

The next Town Council meeting will be held on Monday 3<sup>rd</sup> October 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 items on the grounds that they 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 items.

**At 8.20pm there was a short break and the meeting reconvened at 8.24pm.**

**09.12.22 Employment Matters – Employment Working Group**

There was a discussion covering current employment issues.

**09.13.22 Market Hall – Cllr Brown.**

There was a discussion regarding the management of the Market Hall Trust.

**09.14.22 Parish Hall – Cllr Brown.**

Correspondence regarding the Parish Hall was discussed. The proposal to change the governance of the Parish Hall was noted. The Town Council recognises the right of the Committee to remove the Town Council as Custodian Trustee and will write to confirm this and advise them to register the building as a community asset. We have always supported the Parish Hall over the many years in our role as Custodian Trustee but also since the original conveyance of 1948 when the property was purchased for the benefit of the inhabitants of the parish.

**Meeting closed at 9.22pm.**

*D Brown*

Signed:.....Chair

*3<sup>rd</sup> October 2022*

Date:.....