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

**Present:**

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

The Chair welcomed everyone to the December meeting.

**12.01.22 Democratic Public Time.**

There were two members of public present. Rev'd Buck spoke about some concerns with the current planning application for Cream Tea Cottage. It is being proposed to remove a section of hedge in the Conservation Area and have gates opening outwards towards the road. Also, any building works should not use the driveway next door – it is for shared access and requires to be kept clear at all times.

**12.02.22 Apologies for absence.**

Cllr Alex Smith – personal commitment.

**12.03.22 Declaration of interests.**

Cllr Brown declared an interest in Agenda items under 12.08.22 regarding Food Bank finances and took no part in these items when discussed. Cllr Buck declared an interest in Agenda items under 12.08.22 regarding the Food Bank and also 12.09.22 (a) Planning Application and took no part in these items when discussed.

**12.04.22 Minutes of the Town Council Meeting held on Monday 7<sup>th</sup> November 2022 and the Extraordinary Meeting held on Wednesday 16<sup>th</sup> November.**

Council **RESOLVED** to approve the Minutes of the meeting held on Monday 7<sup>th</sup> November (with one amendment to 11.05.22 Christmas Event being held on 26<sup>th</sup> November) duly signed by the Chair.

Council **RESOLVED** to approve the Minutes of the meeting held on Wednesday 16<sup>th</sup> November duly signed by the Chair.

**12.05.22 Matters arising from the Minutes.**

Mrs McBride gave the following update:

**Highways & Paths**

The Newbridge VAS was replaced on 10<sup>th</sup> November. It had some issues initially but is working correctly now. The Talbot Car Park lights were due to be fixed by 15<sup>th</sup> November but access to the electric supply is preventing the work being carried out. There was no response to our request for the contractors to clean the paint marks and tarmac footprints off the pavements and kerbs after the resurfacing work as well as cleaning out all the drains. Some drains have been cleaned out but not all of them. We are trialling cleaning the pavements with a local contractor.

The parking issues continue at the High Street cobbles despite the Christmas tree being on site now. We have copy deeds for a number of areas with issues which need to be reviewed.

**Christmas**

The Switch On event went very well and was very well attended. Thanks to Mr & Mrs Todd for treat bags which were all given out. Thanks to the Market Hall and all the volunteers who helped make this possible.

The best-dressed Christmas window competition is now on. Cllr Buck and Cllr Greaves will join Mr Reynolds with the judging on Wednesday 21<sup>st</sup> December.

**QEII Park**

The Outdoor Gym had a full service and remedial works undertaken by the supplier on 26<sup>th</sup> November.

**Neighbourhood Development Plan**

Shropshire Council have received the draft plan and associated documents and so any subsequent amendments recommended by the Examiner will be made by Shropshire Council. It is proposed that the next consultation will be starting on the 9<sup>th</sup> December and will run for 8 weeks to allow for the Christmas period – ending on Friday 3<sup>rd</sup> February. This is a public consultation and all statutory consultees will also be notified. There will be one hard copy in the Library which is not to be removed. We will be formally notified and can promote it locally too. Shropshire Council will then look to appoint an Examiner to review the plan and aim to recommend for it to go for adoption either as it stands or with modifications.

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



**12.05.22 Matters arising from the Minutes (cont'd)**

**Register of Electors Publication 1st December 2022 and 2023 Monthly Updates**

Shropshire Council's revised Register of Electors has a publication date of 1<sup>st</sup> December 2022, and will remain in force until 30<sup>th</sup> November 2023. Councillors are entitled to receive copies of the Register and monthly updates, for the area that they have been elected to serve. If any councillor requires a copy please contact Mrs McBride for the Register Request Form.

**St Mary's Church**

St Mary's Church has agreed to promote Angels of Ukraine artwork on the outside wall of the church tower. This will consist of crocheted angels, from Ukraine to highlight the number of children killed in Ukraine to keep this issue in the forefront of people's minds.

**12.06.22 Councillors' reports and items for future agendas.**

- Cllr French thanked everyone involved for their help with the Christmas lights and recently also Cllr and Mrs Tysall for helping with the timers. The Festival work continues and is on track. A resident has complained about the number of moles causing problems on the Playing Field near the Cricket Shed. Cllr French confirmed that he will be standing down as a councillor from December 31<sup>st</sup> to make more time for himself. He has very much enjoyed being on the Council; it has been good for him and he is happy to help Council with anything in the future. Cllr Brown asked that Cllr French was formally thanked for all his hard work over the last eleven years especially for his immense contribution to the Christmas lights and the Festival.
- Cllr Greaves informed the meeting that the Government has recently announced a new round of £1 billion of funding to improve energy efficiency in houses up to Band D. The details have not been released yet on how to apply and unfortunately there have been a number of scam calls regarding this money already.
- Cllr Tysall gave his thanks to Cllr French for his help with the Christmas lights. There was a slight timing issue with the switch-on due to traffic issues but the event did go very well. Mrs Franklin had asked if Council were purchasing any more planters would they consider placing two outside the Parish Hall. Council were happy to add two to the list for additional planters.
- Cllr Burns asked if we can raise awareness in the community of the scamming issues around the energy grants. This is being done on the community social media pages.

**12.07.22 Unitary Councillors' Reports.**

Unitary Cllr Simon Harris informed the meeting about the proposal to increase our constituency boundary up to Shrewsbury and that it will be renamed South Shropshire. It is being proposed that all division areas have a single councillor which would mean splitting the current arrangement for the Cleobury Mortimer area. No details have been given on how our area would be split though. In his role on the Task and Finish Group for Clean Rivers, Cllr Harris visited the Cleobury sewage treatment plant. Severn Trent Water confirmed the Rea has a bad ecological status mostly from agricultural run-off, not from sewage or overflows of surface water from them. Cllr Harris has attend the Cost-of-Living drop-in at The Hub. There is a lot of good advice available and he encouraged everyone to promote and especially encourage families with children to attend these sessions. Shropshire Council's accounts for 2021 are still not published due to an issue with how to value the assets but they should be available in the New Year.

**12.08.22 Financial Matters.**

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

- N J Plumbing & Heating – Supply and fit new pipe connection - £159.60
- Lewis Arborcare – Lime trees pleaching and pollarding - £3,660.00
- Richard Skellern – Contractor work at Play Area - £100.00
- Cleobury Country – Training Course, Office Rent, Room Hire - £1,648.49
- Shropshire Council – Occupational Health services - £216.00
- Mrs I Todd – sweets for Christmas lights event - £79.13

The following invoices had been received after the Agenda was published:

- A Wakeman – Christmas light s work - £78.00
- Fresh Air Fitness – Outdoor Gym remedial work and full service – £711.93
- Mrs D McBride – reimbursement for Food Bank items - £71.96.

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



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

Food Bank Donations - £10,250.00  
Bank Interest - £32.18  
CCTV Insurance Claim - £100.00  
Parish Hall – court costs - £200.00  
Cemetery receipt - £250.00

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

Co-op – Food Bank Vouchers - £95.00  
Cleoburrs – Toilet supplies - £8.27  
Viking – Toilet & Office Supplies - £123.56  
Amazon – A3 laminator, coffee - £59.02  
Land Registry – property searches - £36.00

**d) Council resolved to approve the following S.137 payment:**

Cleobury Mortimer Concert Brass – Music at Christmas Event - £60.00 (Cheque)

- e) Council noted receipt of the Finance Working Group meeting notes and proposals. The draft budget for 2023-24 has been prepared together with a review of Council fees. Due to issues with extending the Cemetery, more information will be sought on the options available.

At 7.45pm Council resolved to suspend Standing Orders to enable Rev'd Buck to speak. Rev'd Buck commented that the current area of the Cemetery being used is an extension of the original cemetery. Council noted there is a borehole in a nearby field which is impacting on a further extension of the Cemetery for burials and as such the land may only be used for interment of ashes. Clarification is required on whether the latest Environmental Regulations affect the current Cemetery usage. Rev'd Buck commented that ensuring future cemetery spaces for burials is very important.

At 7.48pm Council resolved to reinstate Standing Orders.

At 7.49pm Council resolved to suspend Standing Orders to enable Rev'd Buck to speak about Agenda item 12.11.22.

Rev'd Buck said he had confirmed to the family that he was happy for the tree to be planted but that there should be no ornamentation placed on it and only a small plaque could be placed in the ground.

At 7.53pm Council resolved to reinstate Standing Orders.

Council noted that the tree had already been planted prior to consent from the Town Council. Mrs McBride was asked to write to the family to say that the family will be responsible to maintain the tree and to re-iterate that only a small plaque is permitted and no ornamentation is allowed in this historic burial ground.

Council members were asked to read through all the Finance Working Group papers and let the Finance Officer have any comments in time for the next meeting.

- f) Council reviewed the quotes for replacement bus shelters which were on a like-for-like basis. Council felt that a simpler style of just a back and roof were preferable as people would be more visible and the shelters are less likely to be vandalised, with less structure to keep clean and maintain. Options for a green (sedum style) roof will also be considered. Mr Todd (Transport Champion) will be asked to canvas bus users on the various options available.
- g) Council considered the quote for pavement cleaning and approved the price to clean the south side of the main road from the Tenbury Road crossroads to the Lion Lane junction. Council are extremely pleased with the cleaning carried out on the north side of the main road.

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



**12.09.22 Planning Matters.**

**a) New Planning Applications:**

1. Reference: 22/05208/FUL (validated: 17/11/2022)  
Address: Cream Tea Cottage, 7 New Road, Cleobury Mortimer, Shropshire, DY14 8AN  
Proposal: Remodelling for rear extension at first floor and proposed rear vehicular access  
Applicant: Mr Kyle Fisher (7 Cream Tea Cottage, New Road, Cleobury Mortimer, DY14 8AN)  
Outcome: Council resolved to undertake a site visit to consider the impact of the proposals to the Conservation Area. Council resolved to delegate the task of responding to this application to Mrs McBride following the site visit. The applicant will be notified by letter that an external site visit will take place in the next few days.

**b) Planning Decisions:**

1. Reference: 22/04031/LBC (validated: 20/09/2022)  
Address: 41 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DQ  
Proposal: Replacement of like for like modern softwood timber window frames at the rear of the building (1 ground floor window, 2 first floor windows and 1 second floor window affecting a Grade II Listed Building  
Decision: Grant Permission
2. Reference: 22/04190/FUL (validated: 21/09/2022)  
Address: Bransley Cattery, Bransley Villa, Tenbury Road, Cleobury Mortimer, DY14 0AD  
Proposal: Change of use from a boarding cattery to a veterinary practice  
Decision: Grant Permission
3. Reference: 22/04375/FUL (validated: 27/09/2022)  
Address: 24 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BY  
Proposal: Reinstatement of brick pillars and replacement of rear vehicular gates off Eagle Lane  
Decision: Grant Permission
4. Reference: 22/04376/LBC (validated: 27/09/2022)  
Address: 24 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BY  
Proposal: Reinstatement of brick pillars and replacement of rear garden gates off Eagle Lane affecting a Grade II Listed Building  
Decision: Grant Permission

**12.10.22 Highway parking restrictions**

Council resolved to support parking restrictions at the bottom of Castle Hill and in Childe Road to ensure unhindered access to residents' properties and notify Shropshire Council to initiate the formal consultation process. There is a site meeting with Traffic Engineering tomorrow morning and these areas will be viewed together with other areas where parking on the pavement is causing problems ie outside the Manor House and on the cobbles by the zebra crossing.

**12.11.22 Tree for Churchyard**

The proposal to plant a wedding cake tree in the churchyard was discussed earlier.

**12.12.22 Boundary Reviews**

Council felt that it would be beneficial to hold a meeting with all parishes in our Place Plan area to discuss whether any changes are required to parish and unitary boundaries. The consultation ends on 30<sup>th</sup> January 2023 and is open for anyone to make comment.

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



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

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

Highway matters – The Highway Audit had not been progressed but most items are covered in the WSP highway survey reports which have been presented to Council therefore the Audit proposal will be disregarded due to being superseded by the WSP recommendations and improved working with Traffic Engineering officers. A Place Plan meeting will be arranged in the New Year for all parishes in our area.

Bolt down kerbs have been requested from Shropshire Council for installation outside the Manor House – they are a temporary measure but cheaper and easier to install than bollards.

Parking on the cobbled area is being taken up with Traffic Engineering again – site meeting tomorrow morning.

CCTV – policy and procedures to be updated with ORP advice regarding data protection once the equipment is moved.

Railings and/or double yellow lines on the main approach to the Primary School. Our Primary School is expected to be considered in the next stage of Safer Schools funding where such measures will be considered. Traffic Engineering will also be asked for input at tomorrow's meeting.

Street lights – meeting to be arranged with our contractor.

Bus Shelters – updated quotes will be available for discussion at the January/February meeting.

Wells projects on hold currently.

QEII Park shelter and railings painting and Play Area shade options – to be actioned in the Spring.

Cemetery capacity – An updated evaluation of the capacity of the current Cemetery is being prepared together with the effect of environmental regulations on any further Cemetery land.

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

The next Town Council meeting will be held on Tuesday 3<sup>rd</sup> January 2023.

**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 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.

**At 8.31pm there was a short break and the meeting reconvened at 8.35pm.**

**12.15.22 Employment Matters – Employment Working Group**

There was a discussion covering current employment matters.

**12.16.22 Market Hall – Cllr Brown.**

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

**Meeting closed at 9.03pm.**

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

*3<sup>rd</sup> January 2023*  
Date.....