



Date Posted: 25th April 2023.

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Tuesday 2nd May 2023**, 7pm at the Cleobury Country Centre, Love Lane, DY14 8PE for the transaction of business as set out in the Agenda below. The Public and Press are invited.

Yours Sincerely

D A McBride

Mrs Dorothy McBride
Town Clerk and Responsible Financial Officer

AGENDA

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

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

05.03.23 Apologies for absence.
To receive apologies and reasons for absence.

05.04.23 Democratic Public Time.
This provides an opportunity for members of the public to raise questions about and comment on items on the Agenda. Time for this session is limited to 15 minutes (3 minutes per person).

**05.05.23 Declaration of interests.
Disclosable Pecuniary Interests**
Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.

05.06.23 To approve the Minutes of the Town Council Meeting held on Monday 3rd April 2023.

05.07.23 Matters arising from the Minutes.
Town Clerk's Report.

05.08.23 Councillors' reports and items for future agendas.

05.09.23 Unitary Councillors' Reports.

05.10.23 Annual Review of Council Procedures and Committees
a) To review councillors' roles on Working Groups, Committees, Community Led Groups and appointments to External Organisations.
b) To set the dates for the Town Council meetings for the forthcoming year.

05.11.23 Financial Matters.
a) **To approve the following invoices for payment:**
Cleobury Country – Meeting Room Hire – £45.00
ORP Surveillance Ltd – Annual Maintenance Contract - £5,880.00
N J Plumbing & Heating – Replacement parts to Toilets & Cemetery tap – £413.62
Mrs D McBride – Reimbursement for Festival Flyers and Posters - £421.10
Cleobury Clarion – Festival Adverts - £67.00
Anthony Arnold – Festival Entertainment - £250.00

b) **To consider Capital Receipt Grant Application:**
Cleobury Mortimer Parish Hall – Project to restore bell-cote - £1,675.00.



c) To note income received:

Food Bank Donations - £1,080.00
Bank Interest - £90.01
HMRC – VAT Refund - £4,558.29

d) To approve Debit Card payments made:

Londis – Stamps - £15.20
Post Office – postage - £6.85
Cleoburrs – tools - £9.58
Land Registry – Title information - £6.00
Gallaghers – Grass seed - £7.50
Bill White Nurseries – Plants and Compost - £20.35
Cleobury Cafe – Refreshments volunteers - £36.90
Food Bank Petty Cash and Vouchers - £440.00

05.12.23 Planning Matters.

a) New Planning Application:

1. Reference: 23/00908/MAW (validated: 31/03/2023)
Address: Proposed Sewage Treatment Works north of Station Road, Cleobury Mortimer
Proposal: Change of use of land for sewerage undertakings and the installation of an Activated Sludge Plant (ASP) based Sewage Treatment Works (STW)
Applicant: Severn Trent Water Ltd (C/O Agent)

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RQUVNBTDMTU00>

05.13.23 To review and adopt the updated Standing Orders, Financial Regulations and Grant Award Scheme.

05.14.23 To consider the purchase of further planters to improve the visual amenity through town and help reduce inconsiderate parking on pavements – Cllr Tysall.

05.15.23 To review the Action Log.

**05.16.23 To confirm the date of the next Town Council meeting.
The next Town Council meeting will be held on Monday 5th June 2023.**

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.

05.17.23 Employment Matters - Employment Working Group.

05.18.23 Market Hall Management.

