



Minutes of the Town Council meeting held on Monday 3rd April 2023 at 7pm in the Cleobury Country Centre, Cleobury Mortimer.

Present:

Cllr Debbie Brown (Chair), Cllr John Greaves, Cllr Guy James, Cllr Patrick Buck, Cllr Neil Tysall and Cllr Geoff Hainsworth.

Town Clerk: Mrs D McBride.

The Chair welcomed everyone to the April meeting.

04.01.23 Democratic Public Time.

There were two members of public present.

Mr Todd raised concerns about the amount of hedge which has been removed on the Bayton Road to enable a new agricultural track to be created. It is felt that more than the agreed 10m has been taken out and that this should be reported to Planning.

Mr Todd informed Council that the main grant application for the Allotment canteen has been turned down so the Cleobury Gardeners were looking to find a cheaper solution by perhaps putting a roof over a gap between two sheds. Mr Todd will put in a new grant application to the Town Council for funding. Cllr James offered Men's Shed support for the project.

Mr Smith also stated his concerns regarding the removal of hedge along the Bayton Road. He felt this could be classed as an ancient hedge and that Shropshire Council should take note of the importance of this hedge. Mr Smith has met with representatives from Project Treescapes who aim to join the Wye at the Forest of Dean to the Wyre Forest. The Wildlife Trusts of Gloucestershire, Worcestershire and Herefordshire are working together on this project and only have three years of funding. Mr Smith informed them of our Neighbourhood Development Plan and the detailed work involved with it and encouraged them to read all 281 such plans in their counties and consider ways to incorporate all of the environmental proposals rather than viewing each one individually. Mr Smith felt there is scope for Cleobury Mortimer Town Council to consider joint working with Catherton Common, Wyre Forest and Mawley Hall estates. Council felt that Project Treescapes should liaise with Mr Smith and come to Council for further discussion on these proposals.

04.02.23 Apologies for absence.

Cllr Sally Burns – unwell.

Unitary Cllr Simon Harris.

Unitary Cllr Gwilym Butler – working away.

04.03.23 Declaration of interests.

Cllr Brown and Cllr Buck declared their interests in Agenda items under 04.08.23 regarding Food Bank finances and took no part in these items when discussed.

Cllr Buck declared an interest in Agenda item 04.09.23 regarding Planning Reference 23/00845/VAR and took no part in this item when discussed.

04.04.23 Minutes of the Town Council Meeting held on Monday 6th March 2023.

Council **RESOLVED** to approve the Minutes of the meeting held on Monday 6th March 2023, duly signed by the Chair.

04.05.23 Matters arising from the Minutes.

Mrs McBride gave the following update:

Highways and Paths

The planters have prevented vehicles parking on the cobbles but a post van regularly parks across the pavement each afternoon when collecting the post. This has been reported to the police and Royal Mail.

Playing Field

Cricket training and matches are restarting in April. The fixtures are noted in the Council calendar. The Cricket Club are considering the permanent removal of the old cricket covers to something more manageable.

Public Toilets

They have been open seven days a week since last month. There has been no major incidents, just some petty theft of supplies and some deliberate blocking of toilets.

Initials...**JG**.....



Defibrillators

Following up on proposals to have another public access defibrillator in town, the Co-op are expecting to have a public access defibrillator installed this year. The Practice Manager of Cleobury Medical Centre will speak to the partners about the Town Council installing one on the outside of their building too.

Grant Applications

Our application for the maximum of £1,500 Environmental Maintenance Grant has been approved. We have also been successful in applying for £17,010 for joint projects with St Mary's Youth Project (£9,000) and South Shropshire Youth Forum (£8,010) through the Thriving Children and Families Grant. It is proposed that the Town Council distributes the funding under the same conditions as Shropshire Council ie meeting with youth leaders to discuss the work, attend some events and ensure we have the required progress reports.

High Sheriff visit to Cleobury Mortimer

After visiting the Food Bank and Cleobury Community Hub, Selina Graham came up to the Cleobury Country Centre and met with Cllr Greaves, Cllr James, Cllr Buck, Rev'd Ashley Buck and the Town Clerk to discuss community issues and present the High Sheriff Award to Mrs Shingleton. It was agreed that we could work more with the Lacon Childe School Academy and a meeting is being arranged. We have also since been in touch with the Practice Manager at the Medical Centre to encourage more community involvement through the Patients Voice. Cllr Brown confirmed that Selina Graham had visited the Food Bank and has offered to signpost the Coordinators for support with obtaining Charitable Status.

04.06.23 Councillors' reports and items for future agendas.

- Cllr James asked if it was appropriate to chase Shropshire Council to ensure our Neighbourhood Development Plan stays on track. Cllr Greaves will do this and ask for an update on appointing the Inspector. Cllr James asked if the Beacon would be lit for the Coronation. Beacons are not expected to be lit for the Coronation but may well be lit in June 2024 for the 80th Anniversary of D-Day. Union Jack bunting and flags will be going up in the next few weeks and the remaining Christmas lights in the lime trees will be removed.
- Cllr Buck informed Council that ORP have visited today to hardwire the CCTV to the internet to stop any breaks in Wi-Fi signal affecting CCTV operations.
- Cllr Brown stated we have been notified of a planning application from Severn Trent Water to install a new sewage treatment plant and asked Council to arrange an extraordinary meeting to consider it. Severn Trent will be asked to have an Open Drop-In session for the community to look at the proposals.
- Cllr Hainsworth commented on the ridiculous state of the pot holes on the A4117 and minor roads. The standard of repairs is poor, they are very selective and there still seems to be no cohesive plan to manage the maintenance of the roads. Cllr James confirmed the condition of the roads can cause dangerous driving as drivers avoid the pot holes. Cllr Hainsworth commented that no-one attended a presentation in the Parish Hall by Affordable Warmth Solutions arranged by Shropshire Council. Cllr Buck noted that they will be attending the Food Bank soon. The Council will share any information on home heating options with the community.
- Cllr Greaves has met with the Festival volunteers and confirmed the event planning is going well with further marketing of posters etc later this month. Cllr Greaves will discuss risk assessments and insurance aspects of the Festival with the Clerk. It was agreed that four Marshalls are required at any one time.
- Cllr Tysall asked about the liaison between the Town Council, SMYP and SSYP for managing the grant. We have secured a lot of money and need to ensure it is well utilised. Cllr Buck agreed to do this. It was noted that the Strengthening Families team will hold community drop-in sessions in Cleobury on alternate months. Cllr Tysall asked about purchasing additional planters to stop vehicles parking on the pavement. The new planters have been very effective and look great. Cllr Tysall will identify locations for Council to consider.

04.07.23 Unitary Councillors' Reports.

The Unitary Councillors had sent their April report which had been distributed. There were no comments.

04.08.23 Financial Matters.

- a) **Council RESOLVED to approve the following payments and cheques were signed:**
- Cleobury Country – Meeting Room Hire – £90.00
 - Alan Guest Mowing Services – Path cleaning and grass cutting - £1,594.28
 - R Price – Grass Cutting – Cemetery and Play Area - £625.00
 - ORP Surveillance – CCTV repairs - £408.00
 - Glasdon – Litter Bin for Cemetery – £313.90
 - Andrea Pellegram – Neighbourhood Development Plan work - £132.00

Initials...**JG**.....



The following invoices had been received after the Agenda was published:
Shropshire Council – Rates - £379.24
St Mary's Youth Project – Food Bank support - £200.00
Martin Shineton – Mole Control - £150.00

b) Council noted receipt of the following income:

Food Bank Donations - £125.00
Bank Interest - £94.56
Parish Hall – court costs - £100.00

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

Defib Outlet – Bleed Control Kits - £204.00
Viking – Toilet and Office Supplies - £169.33
Bill White Nurseries – Plants and Compost - £195.76
Imperative Training – Defibrillator Spares - £414.00
Food Bank Vouchers and Petty Cash - £380.00

d) Finance Committee Meeting held on Tuesday 14th March 2023.

The draft Minutes were noted. No matters were raised.

04.09.23 Planning Matters.

a) New Planning Application:

1. Reference: 23/00912/FUL (validated: 13/03/2023)
Address: Kennels, Lyndas Field, Cleobury Mortimer, Far Forest, Shropshire, DY14 9DX
Proposal: Erection of replacement dwelling and installation of package treatment plant
Applicant: Ms Sandra Whitmore (Lyndas Field, Cleobury Mortimer, Far Forest, DY14 9DX)
Outcome: Council RESOLVED to have no objection to the proposals.
2. Reference: 23/00845/VAR (validated: 10/03/2023)
Address: Cream Tea Cottage, 7 New Road, Cleobury Mortimer, Shropshire, DY14 8AN
Proposal: Variation of conditions 3 and 5 of planning permission 22/05208/FUL dated 20/01/2023
Applicant: Mr Kyle Fisher (Cream Tea Cottage, 7 New Road, Cleobury Mortimer, DY14 8AN)
Outcome: Council RESOLVED to have no objection to the proposals providing the Construction Management Plan is adhered to. It is important that New Road and New Road Gardens remain accessible at all times. Neighbouring residents should be kept informed of the work being carried out especially where it may impact them ie deliveries of heavy plant, machinery or building materials and their rights to access and enjoy their property should not be adversely affected.
3. Reference: 23/01078/FUL (validated: 17/03/2023)
Address: Public Conveniences, Sunny Bank, Eagle Lane, Cleobury Mortimer, DY14 8RA
Proposal: Demolition of a concrete and brick built public convenience and its replacement with partial retaining rubble stone garden wall
Applicant: Ms Jane Davis (Sunny Bank, Eagle Lane, Cleobury Mortimer, DY14 8RA)
Outcome: Council RESOLVED to have no objection to the proposals.
4. Reference: 23/01201/AGR (FOR INFORMATION ONLY)
Address: Mawley Town Farm, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PJ
Proposal: Extension to the existing range of buildings, to provide a roof over cattle feed area and loading area.
Applicant: Mr A Robinson.
Outcome: Council RESOLVED to have no objection to the proposals.

Initials...**JG**.....



b) Planning Decisions (FOR INFORMATION ONLY):

1. Reference: 22/04598/FUL (validated: 10/10/2022)
Address: Proposed Dwelling Adjacent Enderby, Cleobury Mortimer, Shropshire
Proposal: Erection of a dwelling with detached double garage
Decision: Refuse.
2. Reference: 23/00224/FUL (validated: 19/01/2023)
Address: Ronville Cottage, The Hurst, Cleobury Mortimer, Shropshire, DY14 8EG
Proposal: Refurbishment of existing detached cottage, remodelling of existing single storey pitched roof extension and the erection of two new side extensions
Decision: Grant Permission.

04.10.23 CCTV Policy and Procedural Handbook.

With a few minor amendments, Council RESOLVED to approve the updated policy and procedural handbook. Following on from all the updates to our systems, policies and procedural an external Data Review will be arranged.

04.14.23 Action Log Review – Cllr Brown.

Council went through the Action Log and the following updates were noted:
Highway matters – update options to reduce parking on pavements. Chase up Shropshire Council officers for bolt-down raised kerbs to be installed outside the Manor House, the WSP project schedule, consultations to extend parking and access restrictions.
CCTV Policy and Procedures have been reviewed and updated – remove from Log.
Bus Shelters – two replacement bus shelters are due to be installed this month.
Wells Refurbishment – a project lead is required to take this forward.
Cemetery Capacity – more information is required based on the outcome of the NDP.
Power sources for Christmas lights will be added to the action Log.

Cllr Brown confirmed that she would be retiring at the end of this meeting and gave her resignation letter to the Vice-Chair. Council thanked Cllr Brown for her many years of service.

04.15.23 Date of next Town Council meeting.

The next Town Council meeting will be held on Tuesday 2nd May 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 8.13pm there was a short break and the meeting reconvened at 8.14pm.

04.16.23 Employment Matters – Employment Working Group.

There was a discussion covering current employment issues.

04.17.23 Market Hall – Cllr Brown.

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

Meeting closed at 8.39pm.

J Greaves

Signed:.....Chair

2nd May 2023

Date.....