



Date Posted: 30th May 2023.

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Monday 5th June 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

06.01.23 Apologies for absence.

To receive apologies and reasons for absence.

06.02.23 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).

**06.03.23 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.

06.04.23 To approve the Minutes of the Town Council Meeting held on Tuesday 2nd May 2023.

06.05.23 Matters arising from the Minutes.

Town Clerk's Report.

06.06.23 Councillors' reports and items for future agendas.

06.07.23 Unitary Councillors' Reports.

06.08.23 Financial Matters.

a) To approve the following invoices for payment:

Cleobury Country – Meeting Room Hire – £30.00
SALC – Annual Affiliation Fees - £1,340.82
D M Payroll Services – Internal Audit Review Fee - £195.00
Mrs D McBride – Reimbursement for Website Domain Renewal - £57.55
A J Gallagher – Annual Insurance Fee - £2,859.82
Furniture at Work – Pedestal desk - £171.60
I4Media Ltd – Love Cleobury Banners - £207.86
Rialtas – Software support Fee - £155.32
R Price- Grass Cutting (May) - £1,170.00
Ms Christine Smith – Festival advertising - £30.00
A Wakeman – electrical inspection and repairs at Toilets - £444.00
Market Hall Trust – Room Hire (Food Bank, Refugees, Police) - £120.00

b) To note income received:

Precept - £117,892.00
Neighbourhood Fund - £4,093.60
Environmental Maintenance Grant - £1,500
Thriving Communities Grant - £17,010
Cemetery Receipt - £470.00
Market Hall reimbursement for key/lock - £312.00
Bank Interest - £116.53
Parish Hall – court costs instalment - £100.00



c) To approve Debit Card payments made:

Shropshire Council – Festival Licence - £21.00
Office Petty Cash top up - £200.00
Amazon – Office Supplies - £25.96
Expert Locksmiths – Market Hall lock and keys - £312.00
Viking – Toilet and Office Supplies - £153.28
Timpson – Container Keys - £18.00
SLCC – Cemetery Training Course - £36.00
Cleobury Cafe – Meeting Refreshments - £14.38
Food Bank Petty Cash and Vouchers - £325.00

d) Annual audit and accounts for year ending 31st March 2023

1. To confirm no conflicts of interest with PKF Littlejohn LLP
2. To receive and note the Internal Auditor's Reports
3. To consider and approve AGAR Section 1 Annual Governance Statement 2022-23
4. To consider and approve Accounts and Bank Reconciliation for year ending 31st March 2023
5. To consider and approve AGAR Section 2 Accounting Statements 2022-23.

06.09.23 Planning Matters.

a) New Planning Applications:

1. Reference: 23/01836/LBC (validated: 28/04/2023)
Address: Barn And Workshop North East Of Mawley Hall, Cleobury Mortimer, Shropshire
Proposal: Installation of two ventilation dormers and two bat crevices within the roof of the Spa Barn at Mawley Hall
Applicant: Mawley Hall LLP
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RTSCSKTDGKR00>
2. Reference: 23/01759/FUL (validated: 02/05/2023)
Address: 15 Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BX
Proposal: Refurbishment and conversion of 1No flat to 4 bedsits
Applicant: Mrs. E. Griffiths (C/O Mumfords, Church Street, Cleobury Mortimer, DY14 8DJ)
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RTJ3EYTDGGH00>
3. Reference: 23/01760/LBC (validated: 02/05/2023)
Address: 15 Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BX
Proposal: Refurbishment and conversion of 1No flat to 4 bedsits affecting a Grade II Listed Building
Applicant: Mrs. E. Griffiths (C/O Mumfords, Church Street, Cleobury Mortimer, DY14 8DJ)
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RTJ3F1TDGGJ00>
4. Reference: 23/01857/LBC (validated: 02/05/2023)
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN
Proposal: Reinstatement of historic ground level within service yard and installation of timber structure to house condenser units and associated works (modification to previously approved 21/05721/LBC)
Applicant: Mawley Hall LLP (C/o Agent)
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RTU7FETDGLR00>
5. Reference: 23/01922/VAR (validated: 05/05/2023)
Address: Barn And Workshop North East Of Mawley Hall, Cleobury Mortimer, Shropshire
Proposal: Variation of Conditions 2 (Approved Plans), 3 (Artificial Nesting Opportunities) and 4 (Natural England European Protected Species Mitigation Licence) attached to planning permission 20/04882/VAR dated 19/01/21, which varied Condition 2 of the original permission 18/03264/FUL dated 10/09/18 for, conversion of barn into ancillary leisure accommodation, demolition of existing pavilion and erection of pool house, formation of outdoor pool, erection of two pavilions and linking pergola, erection of garden walls and gates, landscaping and other associated works, namely, to



allow for the installation of two ventilation dormers and two bat crevices within the roof of the Spa Barn.

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RU5BEFTDGPT00>

6. Reference: 23/01883/FUL (validated: 25/05/2023)
Address: Woodside Fishery, Milson, Kidderminster, Shropshire, DY14 0BU
Proposal: Erection of a single four bedroom holiday cottage to accommodate families or groups with associated parking
Applicant: Woodside Fishery (Mr Peter Hughes, Woodside Bungalow, Tenbury Road, DY14 0BU)
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RTZRFDTDGNN00>
7. Reference: 23/01910/FUL (validated: 26/05/2023)
Address: 4 Simon Evans Close, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8AX
Proposal: Proposed extension to 4 Simon Evans Close to include rear ground floor kitchen, Side 1st floor bedroom and enhanced Ground floor living area. Front ground floor removal of bay window and extended front elevation living area.
Applicant: Mr Ross Walker (4 Simon Evans Close, Cleobury Mortimer, DY14 8AX)
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RU3GVRTDGPDP00>

b) Planning Decision (FOR INFORMATION ONLY):

1. 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
Decision: Grant Permission

- 06.10.23 To consider purchase of a 3m x 3m gazebo for community events – Cllr Greaves.**
- 06.11.23 To consider supporting the faculty application for the new security fencing in St Mary’s churchyard.**
- 06.12.23 To discuss taking down the Union Jack bunting and flags to store for future events – Cllr Tysall.**
- 06.13.23 To consider purchasing a Coronation plaque and planting a commemorative tree in the QEII Park.**
- 06.14.23 To consider creating a volunteer role for a Safety and Security Warden – Cllr Greaves.**
- 06.15.23 To consider purchase of updated Business Cards and Identity Badges for staff, councillors and volunteers.**
- 06.16.23 To discuss Boundary Commission’s recommendations for Shropshire Council’s divisions.**
- 06.17.23 To review the Action Log.**
- 06.18.23 To confirm the date of the next Town Council meeting.
The next Town Council meeting will be held on Monday 3rd July 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 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.

- 06.19.23 Market Hall Update.**