



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

Present:

Cllr John Greaves (Chair), Cllr Neil Tysall, Cllr Guy James, Cllr Patrick Buck, Cllr Geoff Hainsworth, Cllr Sally Burns, Town Clerk Mrs D McBride and Deputy Town Clerk Miss S Dolphin.

The Chair, Cllr John Greaves welcomed everyone to the July meeting.

07.01.23 Co-option of new councillors.

Mr Philip Clarke and Mr Kenneth Walsh were co-opted onto the Town Council and signed their Declarations of Acceptance of Office. Cllrs Clarke and Walsh were welcomed and introduced themselves to everyone.

07.02.23 Apologies for absence.

There were no apologies.

07.03.23 Democratic Public Time.

There were three members of public and PCSO Newbrook present.

Mrs Shineton asked for support and information concerning the condition of the Manor House. Cllr Greaves acknowledged there is a lot of concern about the Manor House and that the Town Council is writing to the owner to open new dialogue. It was noted that the Town Council has limited powers as it is a private building but if the building was brought back into use it could help regenerate the town. Unitary Cllr Harris stated there will not be a compulsory purchase order and that the building has been checked in the last six weeks by the Conservation Officer and there are active communications with the owner and English Heritage.

PCSO Newbrook informed the meeting that PC Oliver Jones has started at the Cleobury and Highley Safer Neighbourhood Team. There will be a new PCSO starting soon and Sergeant Steve Grant is covering our area whilst Sgt Oen is seconded to another division. All officers are keen to meet the community and take any questions or emails. Another Police and Community Together (PACT) meeting will be arranged soon.

Mr Smith read a report regarding Biodiversity Net Gain. Council agreed to write to Shropshire Council to ask how they will fulfil their mandatory obligations so that we are all aware of how this will work. Unitary Cllr Harris felt that this matter could go to full Council (Shropshire) if we do not receive a response.

The following item was brought forward.

07.17.23 Exploring the development of a safety and security assessment strategy.

Mr Blackburn has volunteered to work with the Shropshire Designing Out Crime Officer to develop a safety and security assessment framework for Cleobury Mortimer. This would involve looking at current issues, propose tactics (including re-designing areas) to reduce crime and anti-social behaviour and reporting to the Town Council to consider recommended actions. Council RESOLVED to approve this proposal.

07.04.23 Declaration of interests.

Cllr Greaves declared an interest in an Agenda item under 07.09.23 relating to the Festival (reimbursement).

07.05.23 Minutes of the Town Council Meeting held on Monday 5th June 2023.

Council RESOLVED to approve the Minutes of the meeting held on Monday 5th June 2023, duly signed by the Chair.

07.06.23 Matters arising from the Minutes.

Mrs McBride gave the following update:

Policing

Seventeen people attended the PACT meeting on Wednesday 14th June, including representatives from the Police, Town Council and Neighbourhood Watch. Sgt Kate Oen informed the meeting that the work around a racially motivated event and anti-social issues from last year are ongoing but there has been a reduction in crime since then. It was noted there is some apathy from the public with reporting issues as there seems to be little feedback on any reports. Sgt Oen assured the meeting that all reports are noted but it is not always appropriate to give specific feedback due to ongoing investigations or intelligence gathering. There have been a number of staffing issues recently, but Sgt Oen is pleased to announce that PC Ollie Jones is starting in early July and there will be a new PCSO starting soon too. People are encouraged to report all issues but also sign up to Neighbourhood Matters to receive regular updates from the local policing team too.

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



Emergency Tree Work

A number of trees were damaged during the storm on Monday 12th June. Two trees had to be cut down on the Playing Field. Two trees which had fallen in the QEII Park were cut up as well as a number of branches which had fallen across paths. There was also work required to trees in the Churchyard as well as smaller debris which had fallen in the Cemetery and the Play Area.

There are other trees which need attention but this will be done as part of a major project this winter. Tree survey quotes are on the Agenda for discussion this evening and then once the survey is done, we will plan the work specification for tendering which will include improving the design of QEII Park.

Bus Shelters

The perch seats and Bus Stop notices have been installed now. There is one timetable missing which has been requested.

Playing Field

The Cricket Club has moved the old ground covers off the field and the old mower has been moved to front of Cricket Shed. The grass has been cut and the ground is recovering and will be easier to maintain going forwards. We have now taken over the football container. We will look after and loan out the football equipment for community groups and any football teams who may start up again in the future as well as use the container for storing some Council items. We are proposing to take down the damaged football goals and just leave the better one up with a net on it over the summer for public recreation purposes.

Highways & Paths

There has been no update from Shropshire Council Highways and Traffic Engineering about the many issues we have been reporting and chasing.

Cemetery

There is an Memorials check on Wednesday 5th July 10.30am – 3pm.

Council meetings and roles

There will be a review of the councillor recruitment process at the next meeting as well as reviewing the councillor roles and appointments to committees. It is proposed to schedule an additional meeting each month for the various committees and working groups.

07.07.23 Councillors' reports and items for future agendas.

- Cllr Burns noted some fence panels leaning over the path at Cleobury Meadows have still not been fixed. These are the responsibility of the relevant landowners. Concerns regarding a car-breaking business on a residential street can be reported to Shropshire Council. Cllr Burns asked that everyone helps to cover the Market Hall Manager's forthcoming leave. Cllr Burns had received an apology from Shropshire Council for cutting her grass verge which had been planted with wildflowers but unfortunately, they then tried to cut the area again. Cllr Burns would like to see more wildflowers being planted in town generally.
- Cllr James asked if we can do anything to stop vehicles parking on pavements as this is affecting pedestrians. It was agreed that there could be a publicity campaign to highlight the issues through social media and the Clarion. Concerns regarding the general appearance of the Cemetery were raised at the last Councillor Surgery. The contractors are doing a good job but some graves are not being looked after by the families and kerb sets are difficult to cut around. It was noted that Council is due to review the Cemetery Rules and Regulation at the September meeting. The appointed Examiner of the Neighbourhood Development Plan (NDP) has requested further information. The Planning Consultant has sent her response which will be forwarded to Shropshire Council with the requested Cemetery forecast information.
- Cllr Tysall reported a dangerous drain cover and pot holes on the main road. Their status will be checked on Fix My Street. It was agreed to take down the Union flags and bunting on Sunday 9th July. Volunteers to meet at 8am at the Market Hall.
- Cllr Greaves reported the last Councillor Surgery was well attended and successful as a public engagement exercise. The next Surgery will be held on Saturday 15th July. The Festival was a resounding success with around 2,000 visitors. Cllr Greaves thanked everyone for their help including the Sports and Social Club who were open all day. Next year's Festival will be even bigger and planning is starting soon. Cllr Greaves asked all councillors to look at the training and development opportunities provided through SALC and their training partners.

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



07.08.23 Unitary Councillors' Reports.

The Unitary Councillors had sent their July report which had been distributed to all members and published on the Town Council's website. Cllr Butler noted there is a proposed date of Thursday 7th December for the NDP Referendum. The final consultation for the Boundary Review is closing soon. There are a lot of business grants available – please see Shropshire Council's website for more information.

Cllr Harris confirmed there is a meeting with Andy Keyland from Highways in Cleobury on Monday 17th July at 11am. Cllr Harris reiterated his frustration with Fix My Street. Cllr Hainsworth asked if the issue of highway defects being cleared from the site without being actioned was fraudulent as it is false reporting.

07.09.23 Financial Matters.

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

Cleobury Country – Office Rent, First Aid Course, Room Hire, Printing – £1,368.97

Alan Guest – Grass Cutting (May – June) – £1,577.12

Playsafety Ltd – ROSPA inspections and reports - £427.20

Morris Bufton – tools and equipment - £47.69

Ms S Dolphin – reimbursement for gazebo - £118.95

eCapital Commerce Finance (Ace Shelters) – two bus shelters - £10,908.00

Signtech (Midlands) Limited – Planters and Dog signage - £422.40

St Mary's Youth Project – Climbing Wall (Festival) - £525.00

Cleobury Mortimer Parish Hall – Room Hire for PACT Meeting - £30.00.

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

A Wakeman – Replacement light fittings (Public Toilets) - £492.00

R Price – emergency tree work and contract grass cutting - £4075.00

Prysmian – street light maintenance - £3,411.84

Market Hall Trust – Room Hire (Food Bank, Police) - £140.00

A J Greaves – Megaphone and batteries (Festival) - £90.63

Mr S Woodison – Falconry Display (Festival) - £160.00.

Cheque paid since last meeting:

Groundwork – Return of unspent NDP Grant - £7,085.92.

b) Council RESOLVED to approve the following S.137 payment:

Cleobury Mortimer and District CFR's (Festival) - £150.00.

c) Council noted receipt of the following income:

Food Bank Donations - £160.00

Bank Interest - £134.21

Parish Hall – court costs instalments - £200.00

Cemetery Receipt - £600.00

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

Thompson & Parkes – Cement, slabs for bench (EMG) - £69.94

Printing People – Identity Cards and holders - £88.74

Survey Monkey – Annual Subscription - £408.00

Viking – Toilet and Office Supplies - £202.04

Burgoynes – Festival Marquee balance - £1,759.64

Petty Cash – Top Up - £250.00

Food Bank Petty Cash and Vouchers - £600.00

Amazon – Festival, maintenance and office supplies - £75.55

e) Council considered costings to inspect and refurbish the flag pole. Due to the variations in cost, further quotes will be sourced to replace the flagpole. St Mary's Church, the local branch of the British Legion and Planning will be advised of our proposals.

f) Council considered the quotations to survey all Town Council trees and resolved to approve the supplier based on the detail of work to be carried out. Council will also prepare a plan for the QEII Park to improve the natural amenity. The required Tree Survey work will be done in conjunction with the Park improvements. The Tree Warden added that there should also be a Parish tree plan within three years and work towards a 10-year tree plan to include the wildlife corridors and planting as part of major developments.

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



07.10.23 Planning Matters.

a) New Planning Applications:

1. Reference: 23/02142/VAR (validated: 19/05/2023)
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN
Proposal: Variation of Condition No. 2 attached to Planning Permission 21/05720/FUL dated 08 December 2021
Applicant: Mawley Hall LLP (C/o Agent)
Outcome: Council RESOLVED to have no objection to the proposals.
2. Reference: 23/02233/FUL (validated: 07/06/2023)
Address: 3 College Close, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PG
Proposal: Erection of a two storey rear extension
Applicant: Mr and Mrs Preece.
Outcome: Council RESOLVED to have no objection to the proposals.
3. Reference: 23/02605/TCA (validated: 16/06/2023)
Address: Inverbeg, Pinkham, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8QE
Proposal: Reduction of crown by approx. 50% and remove branches in poor condition of 2no Silver Birch within Cleobury Mortimer Conservation Area
Applicant: Mr Michael Halliday (Inverbeg, Pinkham, Cleobury Mortimer, DY14 8QE.
Outcome: Council RESOLVED to have no objections to the proposals but as per our Tree Warden's report and recommendations.
4. Reference: 23/02494/FUL (validated: 26/06/2023)
Address: Mawley Town Farm, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PJ
Proposal: Extension of existing cattle buildings to provide roof over loading area and feed areas
Applicant: Mr Adrian Robinson (Mawley Town Farm , Cleobury Mortimer, DY14 8PJ)
Outcome: Council RESOLVED to support the proposals.

b) Planning Decisions (FOR INFORMATION ONLY):

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 in roof of 'Spa Barn' building
Decision: Grant Permission.
2. 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, installation of building to house condenser units, and associated works (revised scheme)
Decision: Grant Permission.

07.11.23 Health and Safety Policy.

Council RESOLVED to approve the updated Health and Safety Policy.

07.12.23 Review current CCTV coverage and consider the purchase of a portable CCTV camera for temporary use in town.

Council deferred this item based on the Safety and Security Assessment being undertaken and also until after discussing this with the new PC, Ollie Jones.

07.13.23 Provision of administration support for the Childe Endowment Trust.

Due to time constraints, Council deferred this item until the next meeting.

07.14.23 Place Plan Review and consider projects for inclusion ie public information boards, outdoor community kitchen, Community Hub, local museum, touring caravan park.

Council asked the Clerk to discuss the proposals with the Place Plan Officer including a walking route around town to include the top of the Workhouse Field.

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



07.15.23 Concerns with maintenance of hedgerows adjoining public footpaths and pavements.
Cllr James raised this matter as there have been a number of complaints about overgrown hedges in town, some of which were raised at the recent Councillor Surgery. People are being put at risk by having to walk out in the main road, being scratched by brambles or fearing for their safety due to dark, overgrown footpaths. Hedges should be cut back to the central boundary to maximise the space available on the pavements, not just lightly trimmed. Contact has been made with known landowners to ask that they meet their responsibilities on these issues.

07.16.23 Local policing priorities for our Safer Neighbourhood Team.
Council confirmed that the local policing priorities are 1. Drugs, 2. Anti-Social Driving and 3. Inconsiderate Parking.

07.18.23 Action Log Review
Due to time constraints, Council deferred the Action Log Review until the next meeting. It will continue to be updated on an on-going basis.

07.19.23 To confirm the date of the next Town Council meeting.
The next Town Council meeting will be held on Monday 7th August 2023.

Meeting closed at 9.34pm.

Signed:.....*J Greaves*.....Chair

7th August 2023
Date.....