



Minutes of the Town Council meeting held on Monday 2nd October 2023 at 6.30pm in the Cleobury Country Centre, Cleobury Mortimer.

Present:

Cllr John Greaves (Chair), Cllr Neil Tysall, Cllr Patrick Buck, Cllr Ken Walsh, Town Clerk Mrs D McBride and Deputy Town Clerk Miss S Dolphin.

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

10.01.23 Apologies for absence.

Cllr Phil Clarke – work, Cllr Sally Burns – unable to attend, Cllr Geoff Hainsworth – unable to attend, Cllr Guy James – unwell and apologies from Unitary Cllr Simon Harris.

10.02.23 Declaration of interests.

Cllr Buck declared an interest in all Agenda items under 10.07.23 relating to the Food Bank.

10.03.23 Co-option of new councillor.

Mr Martin Winward was co-opted onto the Town Council and signed his Declaration of Acceptance of Office. Cllr Winward was welcomed and introduced himself to everyone present.

10.04.23 Democratic Public Time.

There were four members of public present.

Points raised from the public session:

- The recommendations in the Tree Survey Report have been noted including the need to remove ivy off the trees. Tenders for the required tree work will be discussed at the Council's November meeting.
- Could the Town Council make a sign directing people to the QEII Park from the Playing Field? This will be done as part of our programme to improve the signage around town.
- Can the Town Council chase up the Talbot Car Park lighting issue? The Town Council has regularly been chasing this with Shropshire Council. The Chairman will look into whether the change from Western Power Distribution to National Grid has caused some delay with the electric supply issue. There followed some discussion on the liability of Shropshire Council not providing lighting and the ensuing safety concerns especially as the Car Park surface is poor and this is an important route into town. Cllr Tysall suggested that the Town Council get quotes for temporary rental solar lights and express our intention to install these lights in the Car Park and invoice Shropshire Council to help prevent more injuries to our residents. Advice on this course of action will be sought.
- Connexus have appointed a contractor to cut the hedge around Mortimer Gardens. The Town Council will also chase them up to repair the retaining wall which is slipping into Bull Alley.
- Cleobury Gardeners currently manage the Allotments but they are struggling to pay all the bills for the Allotments and are looking at various options which they will bring to Council in due course.
- A community orchard could be considered for the QEII Park as part of the re-design of the park.
- Mr Smith, Tree Warden suggested using Google Earth for viewing the Council's trees and noting the canopy levels as a reference point.
- Mr Blackburn is still working towards producing a public safety and security assessment framework for the community. He has submitted some thoughts regarding safety and community activities in the QEII Park. Mr Blackburn thanked the Town Council for everything they are doing already around town especially the new planters which not only look good but also help reduce inconsiderate parking.

10.05.23 Minutes of the Town Council Meeting held on Monday 4th September 2023.

Council **RESOLVED** to approve the Minutes of the meeting held on Monday 4th September 2023, duly signed by the Chair.

10.06.23 Matters arising from the Minutes / Update since last Council meeting.

- a) Council noted receipt of the Town Clerk/Deputy Clerk's Office Report.
- b) Councillors' Reports:
 - Cllr Buck reported on further issues with some CCTV cameras not working. This has impacted investigations into incidents. This has been reported to our surveillance contractors and concerns have been raised with them about the quality of their service and contract with us.

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- Cllr Tysall expressed his gratitude for the new planters, although he had witnessed a vehicle on the pavement by the bench opposite Select and Save.
- Cllr Tysall apologised for vocalising his frustrations with Shropshire Council earlier but felt the condition of the Talbot Car Park is one of many issues that are just not being addressed and posed the question whether we look to Worcestershire County Council for services instead.
- Cllr Greaves noted the Neighbourhood Development Plan is to go before Shropshire Council Cabinet on 18th October and if approved, will go for Referendum on 7th December. The Care Home planning application is currently Pending Decision. Cllr Greaves had hoped the Unitary Councillors would be present this evening to ask why Lezley Picton (Leader of Shropshire Council) is attending a Kinlet Parish Council meeting and not coming to Cleobury Mortimer. Cllr Graves also wanted to ask why the River Rea is not mentioned with regards to improving the quality of watercourses.
- Cllr Walsh noted there was an abandoned sandbag on the Ron Hill Lane near the Hurst.
- Cllr Walsh informed Council of a recent meeting with a Shropshire Infrastructure Partnership representative Duncan Spilsbury to discuss the Save the Manor House Group's proposal to obtain charitable status. The Group may look at all the historic structures in town. The Town Council has no surveys of the historic buildings but the History Society may have some information. Cllr Greaves felt that there was scope for the community to be involved in putting together a Heritage Project for the 800 year anniversary of the Market Town Charter, in 2026.

10.07.23 **Financial Matters.**

a) Council RESOLVED to approve the following invoices for payment:

Cleobury Country – Meeting Room Hire and office rent - £1,237.49
ICCM – Corporate Membership Fee (6m pro-rata) - £48.00
J Williams – Maintenance Assistance - £200.00
Morris Bufton – Maintenance Supplies & Servicing - £90.26
Blachere Illumination – Carriage charge - £42.00
M Shineton – Pest Control - £345.00
Idverde – Tree Surveying - £2,310.00
M J Green – Planters - £680.39
Trevor Brooke Grab Services – Green Waste collection (Cemetery) - £252.00
Market Hall Trust – Room Hire (September) - £100.00
The following invoices had been received after the Agenda was published:
A Guest – Contract grass cutting - £788.56
R Price – Contract grass cutting - £1,170.00

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

Cleobury Mortimer Friendship Club – Christmas Event - £374.00.

c) Council noted receipt of the following income:

Food Bank Donations - £80.00
Parish Hall – court costs instalment - £100.00
Bank Interest - £178.09
Cemetery Receipt - £1,200.00

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

Screwfix – Maintenance Equipment - £213.65
Food Bank Vouchers and Petty Cash - £780.00
SLCC – Training Course and Materials - £228.90
J W Lane – Concrete for goal posts - £132.00
Eco Green Communities – Dog Waste Bags - £69.00
Amazon – Office and Maintenance Supplies – 119.97
Flagpole Express – Ukraine Flag - £59.40
Gallaghers – Compost and Maintenance Supplies - £77.50
Viking – Toilet and Office Supplies - £84.13
Cleoburrs – Tool Box (Christmas Lights) - £5.99

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e) Electrical connection to the Memorial Garden.

Council reviewed the quote schedule for an electrical connection to the Memorial Garden and RESOLVED to approve the supplier based on the detail of work to be carried out.

10.08.23 Planning Matters.

a) New Planning Applications:

1. Reference: 23/03816/LBC (validated: 01/09/2023)
Address: The Coach House, Mawley Hall, Cleobury Mortimer, Shropshire, DY14 8PN.
Proposal: Internal alterations to the Coach House, including installation of new interior panelling surface finishes to six rooms and associated internal works.
Applicant: Mawley Hall LLP (C/o Agent).
Outcome: Council RESOLVED to have no objection to the proposals.
2. Reference: 23/03453/FUL (validated: 05/09/2023)
Address: Barnsland Cottage, Tenbury Road, Cleobury Mortimer, Shropshire, DY14 8RE.
Proposal: Demolition of existing porch and replacement with single storey extension.
Applicant: Mr Jonathan Bloore (20 Pearmain Garden, Hagley, Stourbridge, DY9 0AL).
Outcome: Council RESOLVED to have no objection to the proposals.
3. Reference: 23/04006/FUL (validated: 19/09/2023)
Address: The Glen Caravan Park, Catherton Road, Cleobury Mortimer, Shropshire, DY14 8EL.
Proposal: Proposed extension and alterations to existing reception building.
Applicant: Mr Denis Lloyd Jones.
Outcome: Council REOSLVED to have no objection to the proposals.
4. Reference: 23/03550/FUL
Address: Carters Auctioneers, 11 Church Street, Cleobury Mortimer, Shropshire.
Proposal: Replacement of shop front with a traditional Georgian front door and window and change of use of the building, from Class E (commercial, shop) to class C (residential).
Applicant: Mr J Sant.
Outcome: Council RESOLVED to have no objection the proposals.
5. Reference: 23/03551/LBC
Address: Carters Auctioneers, 11 Church Street, Cleobury Mortimer, Shropshire.
Proposal: Replacement of shop front with a traditional Georgian front door and window and change of use for front portion of the building, from commercial to residential.
Applicant: Mr J Sant.
Outcome: Council RESOLVED to have no objection to the proposals.
6. Reference: 23/04116/FUL
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN.
Proposal: Installation of replacement drainage system to serve the Coach House, the Spa Barn and Pool House, the North Lodge, and the Condenser Enclosure, including the installation of a new foul treatment plant in the garden of North Lodge, two submerged gas tanks and foul water treatment infrastructure within the service compound area, insertion of pipes through the retaining wall north of the Coach House underpinning the retaining wall adjoining the southwest corner, underpinning the privy to the north, landscaping and associated works.
Applicant: Mawley Hall LLP.
Outcome: Council RESOLVED to have no objection to the proposals.
7. Reference: 23/04117/LBC
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN.
Proposal: Installation of pipework through the retaining wall north of the Coach House, underpinning the retaining wall which adjoins the southwest corner of the Coach House, and underpinning the privy to the north of the Coach House, in association with the proposed replacement drainage system and associated works.
Applicant: Mawley Hall LLP.
Outcome: Council RESOLVED to have no objection to the proposals.

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- 10.09.23 Data Protection and associated policies, forms and notices.**
Council RESOLVED to adopt the updated Data Protection and associated policies, forms and notices with a review date of two years.
- 10.10.23 Council Committees and Working Groups structure; appointments to local charities.**
Council RESOLVED to adopt the new structure of Council Committees and Working Groups. Terms of Reference for each Committee will be prepared for the next meeting. Committee Meetings will be arranged for the fourth Monday of each month with the first one being the Finance Committee Meeting on Monday 23rd October. Cllr Winward was appointed to the Childe's School Endowment Fund and the Cyril Edgar Berrington Trust.
- 10.11.23 Procedures for contacting residents about overgrown hedges.**
Council RESOLVED to adopt the Procedures for contacting residents about overgrown hedges.
- 10.12.23 Local Council Award Scheme – Cllr Greaves.**
Cllr Greaves briefed Council members on the Local Council Award Scheme and emphasised the necessity for training, continuous improvement to achieve best practice in local governance and public engagement. A Task and Finish Group will be set up to progress this.
- 10.13.23 Action Log Review.**
Council reviewed the Action Log. The following points were noted:
- Highways issues – we continue to chase Shropshire Council for action. We have tried to help reduce inconsiderate parking through the installation of planters which have now all been installed.
 - Streetscene proposals – there has been no direct response from Shropshire Council regarding our proposals and costings to undertake additional work. This would require further funding from Shropshire Council but they have since said they intend to catch up on all outstanding Streetscene work this autumn so this will be monitored.
- 10.14.23 Date of the next Town Council meeting.**
The next Town Council meeting will be held on Monday 6th November 2023, commencing at 6.30pm.

Meeting closed at 8.42pm.

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

Date:.....*6th November 2023*.....