



**Date Posted: 28<sup>th</sup> November 2023.**

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Monday 4<sup>th</sup> December 2023, 6.30pm** 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**

**12.01.23 Apologies for absence.**

To receive apologies and reasons for absence.

**12.02.23 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.*

**12.03.23 Co-option of new councillor.**

To co-opt one new councillor and receive their Declaration of Acceptance of Office.

**12.04.23 Public Participation Session.**

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).

**12.05.23 To approve the Minutes of the Town Council Meeting held on Monday 6<sup>th</sup> November 2023.**

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

- a) To note receipt of the Town Clerk/Deputy Clerk's Office Report.
- b) To receive Committee Reports.

**12.07.23 Unitary Councillors' Report**

To receive Unitary Councillors' Reports.

**12.08.23 Financial Matters.**

**a) To approve the following invoices for payment:**

Cleobury Country – Meeting Room Hire - £60.00  
Mrs D McBride – Reimbursement toilets roofing materials - £27.04  
Lewis Arborcare – Pleaching of lime trees on High Street - £3660.00  
Gayle Yarranton – Christmas Activity Materials - £79.00  
SLCC – Membership - £348.00  
Cheshire ALC – Planning Training Course - £90.00

**b) To note income received:**

Food Bank Donations - £80.00  
Parish Hall – court costs instalment - £100.00  
Bank Interest - £196.00

**c) To approve Debit Card payments made:**

Eurocell Building Plastics – Toilets roofing materials - £400.49  
Food Bank Vouchers - £40.00  
Shropshire HR – Training Course - £75.00  
Amazon – Office and Maintenance Supplies – £96.44  
The Garden Range – Grass tiles for QEII Park - £185.00



Viking – Toilet and Office Supplies - £204.22  
Cleoburrs – Christmas Lights - £50.00  
Petty Cash top up - £200.00  
Printing People – Identity cards and holders - £31.14

**d) To consider financial support for Cleobury Allotments.**

**12.09.23 Planning Matters.**

**a) New Planning Applications:**

1. Reference: 23/04771/TCA (validated: 31/10/2023)  
Address: St Marys Churchyard, Church Street, Cleobury Mortimer, Shropshire, DY14 8BX  
Proposal: Works to a number of trees (see schedule) within Cleobury Mortimer Conservation Area  
Applicant: Mrs Dorothy McBride (Office 4, Cleobury Country Centre, Love Lane, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PE)

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S3I304TD0OE00>

2. Reference: 23/04792/FUL (validated: 06/11/2023)  
Address: Anaerobic Digester At, Withypool Farm, Cleobury Mortimer, Shropshire, DY14 0DB  
Proposal: Installation of 10 lightning rods, 1 x 8.5m, 1 x 11.5m, 5 x 15.5m, 3 x 24m and a water storage tank (122,500 litres) for fire requirements  
Applicant: BK Hinwood & Sons (P Hinwood, Withypool Farm, Cleobury Mortimer, DY14 0DB)

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S3KA9OTDL8600>

3. Reference: 23/05014/FUL (validated: 22/11/2023)  
Address: Mortimer Bungalow, Lion Lane, Cleobury Mortimer, Shropshire, DY14 8BT  
Proposal: Erection of annex  
Applicant: Stewart Mumford Architectural Consulting Ltd. (Mr. Stewart Mumford, Mortimer Bungalow, Lion Lane, Cleobury Mortimer, KIDDERMINSTER, DY14 8BT)

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S4HM96TDLM100>

**b) Planning Decisions (For Information Only):**

1. Reference: 23/03550/FUL (validated: 26/09/2023)  
Address: Carters Auctioneers, 11 Church Street, Cleobury Mortimer, Shropshire, DY14 8BS  
Proposal: Change of use from Class E (commercial) to Class C (residential), replacement of frontage.  
Decision: Grant Permission.
2. Reference: 23/03551/LBC (validated: 26/09/2023)  
Address: Carters Auctioneers, 11 Church Street, Cleobury Mortimer, Shropshire, DY14 8BS  
Proposal: Works to facilitate the replacement of frontage.  
Decision: Grant Permission.
3. Reference: 23/04116/FUL (validated: 20/09/2023)  
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN  
Proposal: Installation of replacement drainage system to serve Coach House, Spa Barn, Pool House, North Lodge and Condenser Enclosure, to include installation of new foul treatment plant in garden of North Lodge, two submerged gas tanks and foul water treatment infrastructure in service compound area, insertion of pipes through retaining wall north of Coach House, underpinning of retaining wall adjoining southwest corner of Coach House and privy to its north, plus landscaping and associated works.  
Decision: Grant Permission.



4. Reference: 23/04117/LBC (validated: 20/09/2023)  
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN  
Proposal: Installation of pipework through retaining wall north of Coach House, and underpinning of retaining wall adjoining southwest corner of Coach House and privy to its north, in connection with installation of replacement drainage system.  
Decision: Grant Permission.
5. Reference: 23/04346/FUL (validated: 05/10/2023)  
Address: 5 Mortimer Hill, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8QQ  
Proposal: Erection of single storey extension to side elevation  
Decision: Grant Permission.
6. Reference: 23/04271/LBC (validated: 02/10/2023)  
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN  
Proposal: Installation of replacement gates and gate piers to North Drive, adjacent dry stone walling and associated works  
Decision: Grant Permission.
7. Reference: 23/04426/TCA (validated: 11/10/2023)  
Address: Ronville, Childe Road, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8EG  
Proposal: Reduce by 30% 5no Conifers within Cleobury Mortimer Conservation Area  
Decision: No Objection
8. Reference: 23/04437/LBC (validated: 24/10/2023)  
Address: The Coach House, Mawley Hall, Cleobury Mortimer, Shropshire, DY14 8PN  
Proposal: Installation of a new fireplace surround in the drawing room affecting a Grade II Listed Building  
Decision: Grant Permission
9. Reference: 23/04573/FUL (validated: 26/10/2023)  
Address: Mawley Hall, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PN  
Proposal: Erection of building to house electrical feeder pillar, plus landscaping and associated works (partly retrospective)  
Decision: Grant Permission

**12.10.23 To adopt the updated Employee Handbook and employment-related policies.**

**12.11.23 To make comment on the Dog Fouling and Stray Dogs: Public Space Protection Order (PSPO) – Cllr Greaves.**

[Dog Fouling and Stray Dogs: Public Space Protection Order \(PSPO\) | Shropshire Council](#)

**12.12.23 To review the Action Log – Cllr Greaves.**

**12.13.23 To confirm the date of the next Town Council meeting.  
The next Town Council meeting will be held on Tuesday 2<sup>nd</sup> January 2024.**

**EXCLUSION OF PUBLIC AND PRESS under the Public Bodies (Admission to Meetings) Act 1960 S1(2)**

The public and press shall be excluded from the following item on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted under item 14.

**12.14.23 Employment Matters – Cllr Greaves.**

1. To receive recruitment update.
2. To confirm salary awards following receipt of National Salary Award Agreement for 2023-24.