



Date Posted: 30th April 2024.

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Tuesday 7th May 2024, 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

05.01.24 To elect the Chair and to receive the signed Declaration of Acceptance of Office.

05.02.24 To elect the Vice Chair and to receive the signed Declaration of Acceptance of Office.

05.03.24 Apologies for absence.
To receive apologies and reasons for absence.

05.04.23 Co-option of new councillors.
To co-opt new councillors and receive their Declarations of Acceptance of Office.

**05.05.24 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.

05.06.24 Public Participation Session.

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the Agenda. Time for this session is limited to 15 minutes (3 minutes per person).

05.07.24 Minutes of the Town Council Meeting held on Tuesday 2nd April 2024.
To approve the Minutes of the Town Council meeting held on Tuesday 2nd April 2024.

05.08.24 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:
 1. Public Engagement Committee
 - Charter Day Service – to nominate a councillor to do a reading at service on Sunday 15th September.
 - Festival Report – Mrs Shaw.
 - Christmas Lights Report – Cllr Tysall.
 2. Health, Safety and Environmental Committee
 - Safety Review – Cllr Abbatiello.
- c) To receive Councillor Updates.

05.09.24 Unitary Councillors' Reports
To receive Unitary Councillors' Reports.

05.10.24 Annual Review of Council Procedures and Committees

- a) To review councillors' roles on Committees and Working Groups, confirm appointments to External Organisations and charities.
- b) To set the dates for the Town Council meetings for the forthcoming year.



05.11.24

Financial Matters.

a) To approve the following invoices for payment:

Market Hall Trust – Room Hire (March & April) - £125.00
Cleobury Country – Meeting Room Hire (April) - £30.00
Alan Guest – Hedge Cutting and Grass Cutting - £514.28
ICCM – Annual Membership - £100.00
Martin Shineton – Mole Control - £75.00
A Wakeman – Repairs to light in Ladies Toilet - £60.00
R Price – Grass Cutting (April) - £1,170.00
Glasdon UK Ltd – Dog Waste Bin, liner and bags - £303.01
SALC – Affiliation Fees - £1,396.68
Mortimer Environmental Ltd – Bat Assessment (Cemetery tree) - £540.00
A J Gallagher – Annual Insurance Premium - £3,234.74

b) To consider the following S.137 grant application:

Cleobury Mortimer Friendship Club – Spring Outing - £100.00

c) To note income received:

Parish Hall – court costs instalment - £100.00
Bank Interest - £106.33
VAT Refund (2022-23) - £11,345.51
Precept - £140,000

d) To approve Debit Card payments made:

Cleoburrs – Office Supplies - £3.49
Burgoynes – Marquee Hire deposit (Festival) - £355.74
Shropshire Council – TEN Licence (Festival) - £21.00
Eco Green Communities – Dog Waste Bags and Fixings - £182.71
Viking – Office and Maintenance Supplies - £109.04
Co-op – Refreshments for Annual Meeting - £12.15

e) To consider quotes for payroll processing.

f) To confirm Environmental Maintenance Grant application to Shropshire Council.

g) To consider quotes to build a new website.

05.12.24

Planning Matters.

a) New Planning Applications:

1. Reference: 24/01201/TCA (validated: 02/04/2024)
Address: St Elizabeths Catholic Church, Lower Street, Cleobury Mortimer, Shropshire, DY14 8AE
Proposal: Reduction of defunct overgrown mixed species hedgerow to approx. 6ft within Cleobury Mortimer Conservation Area
Applicant: Mrs Angela Flowers (Lower Street, Cleobury Mortimer, Shropshire, DY14 8AE)
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SAWFFBTD00E00>

b) Planning Decisions (For Information Only):

1. Reference: 24/00977/TCA (validated: 28/02/2024)
Address: Oakland, Pinkham, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8QE
Proposal: Reduce crown by approx. 2m to leave 5.5m above ground of 1no Cherry within Cleobury Mortimer Conservation Area
Decision: Consent by Right – Trees.
2. Reference: 24/00881/TCA (validated: 27/02/2024)
Address: Hill House, 2 Castle Hill, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DA
Proposal: Fell 1no Fir within Cleobury Mortimer Conservation Area
Applicant: Mr Timothy Elcock
Decision: Consent by Right – Trees.



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3. Reference: 24/00692/REM (validated: 17/04/2024)
Address: Proposed Dwelling SW Of Upper Dudnill Farm, Cleobury Mortimer, Shropshire
Proposal: Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to 22/00699/OUT for the erection of one dwelling for agricultural worker, to include a detached garage
Decision: Grant Permission.
 4. Reference: 24/01169/TCA (validated: 25/03/2024)
Address: 27 Lower Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8AB
Proposal: Fell approx. 4no. Leylandii within Cleobury Mortimer Conservation Area
Decision: No Objection.

05.13.24 Policies and Procedures

To review and adopt the updated Standing Orders, Financial Regulations and Grant Award Scheme.

05.14.24 To confirm the date of the next Town Council meeting.

The next Town Council meeting will be held on Monday 3rd June 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 items 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 items 15, 16 and 17.

05.15.24 Councillor and Staff Appraisals – Cllr Tysall.

05.16.24 Maintenance Contracts – Cllr Hainsworth.

05.17.24 Email Protocols – Cllr Tysall.