



Date Posted: 28th January 2025

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Monday 3rd February 2025, 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

Welcome and reminder for everyone to treat each other with courtesy and respect.

02.01.25 Apologies for absence.

To receive apologies and reasons for absence.

02.02.25 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.

02.03.25 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).

02.04.25 Minutes of the Town Council Meeting held on Monday 6th January 2025.

To approve the Minutes of the Town Council meeting held on Monday 6th January 2025.

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

- a) To note receipt of the Town Clerk's Office Report.
- b) To receive Committee and Working Group Reports:
 - 1. Health, Safety and Environmental Report.
 - 2. Finance Committee Report.
 - 3. Christmas Lights Working Group Report.
 - 4. Festival Working Group Report.
- c) To receive Councillor Updates.

02.06.25 Unitary Councillors' Reports

To receive Unitary Councillors' Reports.

02.07.25 Financial Matters.

a) To approve the following invoices for payment:

Alan Guest Mowing Services – Cleaning - £480.00
D M Payroll Services – Payroll administration (October 2024 – March 2025) - £96.00
Cleobury Country – Meeting Room Hire (January 2025) - £30.00
E L Jones – Printing Tourism Leaflets - £162.40
Trevor Brooke Grab Services – Green Waste Collection (Cemetery) - £264.00

b) To approve payments made since the last meeting:

A Wakeman – Testing of Christmas lights - £120.00 (Online)
Viking – Toilet Supplies - £92.36 (Debit Card)
Food Bank – Donation received - £11.00 (Online)



Amazon – Office and Maintenance Supplies - £84.19 (Debit Card)
Cleobury Café – Refreshments for Christmas Lights volunteers - £89.90 (Debit Card)
Screwfix – Grit box and fire extinguisher - £139.98 (Debit Card)

c) To note income received:

Bank Interest - £67.51
Cemetery Income - £305.00
Food Bank Donation - £11.00

d) To approve the proposed Budget and Precept for 2025-26.

e) To approve the proposed Fees and Charges for 2025-26.

02.08.25 Tree Management Works

To consider quotations for additional tree safety work.

02.09.25 Planning Matters.

a) New Planning Applications:

1. Reference: 24/04866/LBC (validated: 09/01/2025)

Address: 3 Lacon Court, Childe Road, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PB
Proposal: Internal alterations to layout, relocation of historical parquet floor, adjustment and repair of exterior brickwork, widening of front door and replacement of iron steps with brick and stone steps.

Applicant: Ms Jessica Davey (3 Lacon Court, Childe Road, Cleobury Mortimer, United Kingdom)

View the application online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3DSPBM8YTDMKD00&data=05%7C02%7Ccouncil%40cleobury.org.uk%7Cc02cea6d40274d01364108dd30e41305%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C638720478312517013%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiilwLjAuMDAwMCIslAiOiJXaW4zMilslkFOljoitWFBpbCIsIldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=RNUlvtPDRd5H18U5PAS5qpRkr6QfCqU2HSENoU%2F2xk%3D&reserved=0>

2. Reference: 25/00107/TCA (validated: 15/01/2025)

Address: Ronville, Childe Road, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8EG
Proposal: Reduce by 50% to hedge height two sections of Leylandii (G1&G2) within Cleobury Mortimer Conservation Area

Applicant: Mrs Lindsey P Straughton.

View the application online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3DSQ1JHFTDMRZ00&data=05%7C02%7Ccouncil%40cleobury.org.uk%7Cc4c7e5ee809a4b435ff108dd3ba37a84%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C638732295622989368%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiilwLjAuMDAwMCIslAiOiJXaW4zMilslkFOljoitWFBpbCIsIldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=H5hlbvmLm4yXmpilT%2B6ySrZa2jwUiZk%2F6WF%2BaF96Gyk%3D&reserved=0>

b) Planning Decisions (For Information Only):

1. Reference: 24/02559/FUL (validated: 15/07/2024)

Address: The Leasowes, Tenbury Road, Cleobury Mortimer, Shropshire, DY14 0AB
Proposal: Replacement of existing dwelling with new self-build dwelling unit
Decision: Grant Permission.

2. Reference: 24/04248/FUL (validated: 18/11/2024)

Address: Retail Units At 8 And 9 Talbot Square, Cleobury Mortimer, Shropshire, DY14 8BQ
Proposal: Change of use of ground floor retail units and removal of conservatory (No 9) to 2No, one bedroom flats
Decision: Grant Permission.



3. Reference: 24/04786/TCA (validated: 23/12/2024)
Address: Sunny Bank, Eagle Lane, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8RA
Proposal: Fell and replace 2no. Arborvitae (Thuja plicata) (T1 & T2) and 1no. Hawthorn (Crataegus) (T3) and prune back 2no. overhanging branches from 1no. Gum tree (Eucalyptus) (T4) within Cleobury Mortimer Conservation Area.
Outcome: No Objection.
4. Reference: 24/04699/FUL (validated: 12/12/2024)
Address: 2 Curdale Close, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DZ
Proposal: Change of Use from C3 to C2 Children's Home for 2 Children
Decision: Grant Permission.

02.10.25 Policies and Procedures

To review and adopt the updated Risk Management Policy and Risk Assessments.

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

The next Town Council meeting will be held on Monday 3rd March 2025 at 7pm.

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 item 12-13.

02.12.25 Employment Matters – Cllr Burns

To receive update on employment matters.

02.13.25 Market Hall – Cllr Abbatiello

To consider proposal regarding office leases.