



Minutes of the Town Council meeting held on Monday 5th January 2026, 6.30pm at the Cleobury Country Centre, Love Lane, Cleobury Mortimer, DY14 8PE.

Present:

Cllr David Abbatiello, Cllr Guy James, Cllr Geoff Hainsworth, Cllr Helen Smith, Cllr Matthew Rose, Cllr Tony Hayward, Cllr Ben Williams, Town Clerk Mrs D McBride and Deputy Town Clerk Miss S Dolphin.

The Chair, Cllr Abbatiello welcomed everyone to the January meeting.

01.01.26 Apologies for absence.

There were apologies from Cllr Sally Burns and Cllr Tina Hobin.

01.02.26 Declaration of interests.

There were no formal declarations of interest made.

01.03.26 Co-option of new councillor.

Mr Ben Williams was co-opted onto the Council and duly signed the Declaration of Acceptance of Office.

01.04.26 Public Participation Session.

Unitary Cllr Pamela Davies and three members of the public were present. Points raised:

- A resident informed Council of his plans to extend Ronville Cottage. Council thanked the resident for his comments and confirmed they will be considering this in item 01.09.26 Item 5.
- A resident informed the Council of the intention to celebrate the 800th Market Town Anniversary in September 2026. The resident has hopes for this to be a large community event spanning over the weekend of 19th & 20th September with various events happening. The resident requested a member of the Town Council to act as a representative on the Community Working Group.

01.05.26 Minutes of the Town Council Meeting held on Monday 1st December 2025.

Council **RESOLVED** to approve the Minutes of the Town Council meeting held on Monday 1st December 2025, duly signed by the Chair.

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

- a) Council noted receipt of the Town Clerk's Office Report.

DECEMBER MARKET FEEDBACK

Cllr James and Cllr Rose attended the monthly Councillor Surgery together with Unitary Cllr Pamela Davies in the Market Hall on Saturday 20th December 2025. Some comments were made about the Primary School fence proposal and where that fits in with public access to the field and planning requirements.

POLICIES ON THIS EVENING'S AGENDA

IT POLICY – This is a new policy. The 2025 Practitioners Guide explains the new Assertion 10 covering digital and data compliance in the Annual Governance and Accountability Return (AGAR) for the current financial year. In addition to requirements for email management and website accessibility (WCAG 2.2 AA) there is a new requirement to have an IT Policy. A template has been provided for us to personalise which we have done. The IT Policy covers use of IT equipment and systems, awareness of risks, safeguarding data and digital assets, clarifies usage and consequences of breaches. It has been designed to help us meet the requirements in the Practitioners Guide. Compliance is tested under Assertion 10.

COUNCILLORS' ROLES

We need all Councillors to get involved on some Committees/Working Groups and share the workload. The immediate priority is to have two more councillors on the Employment Committee, one for the Cyril Edgar Berrington Trust and one (or rota basis with another councillor) to attend SALC Area Committee meetings.

PRIMARY SCHOOL FENCE PROPOSAL

There has been some correspondence from a resident with his concerns regarding the fence and particularly that he feels planning permission is required. We have asked for legislative evidence to support this and will forward this onto Shropshire Council. There has been no update on Cleobury Mortimer Footpath Association's application to have the whole Playing Field perimeter (ours and Shropshire Council's/school field) designated as an official Right of Way (ROW).

Initials...DA.....



TEME LEISURE – CLEOBURY SPORTS CENTRE

The Clerk has spoken with Cllr James Owen (Shropshire Council, Portfolio Holder for Housing & Leisure) and Grant Wilson (Shropshire Council, Compliance & Contracts). They were looking for an update from us regarding the Sports Centre / Teme Leisure and confirmation of the amounts being requested by Teme Leisure (£15K for 25-26, £31K for 26-27 and £15K for the period to 31st July 2027). They were updated on the fund-raising by the Friends of Cleobury Sports Centre and that we, the Town Council are consulting on a *possible* £15,000 through the Precept. They are aware of the difficulties with fund-raising and possible precept-raising for a private company and the concerns that Teme Leisure had not increased the monthly subscription fees since 2021. They have also spoken with other operators and the School about taking on the operation of the Centre. They are also looking at various options to move the assets around the site and/or improve the public access to the gym so that it can be open for more hours during the day. Shropshire Council can invest capital here as it would improve income and reduce their revenue costs. A bigger asset move such as a new gym/Centre would require much more capital investment but is an option for a longer-term plan for our community. They will keep us informed of any progress. In the meantime, the new strategy for leisure is underway with a proposal for Shropshire Council to formalize the process being discussed in January.

HIGHWAYS

Following the incident with the bus shelter at the junction of the A4117 and B4201 (near Mawley Town Farm) in November, the Insurance company have been provided with all of the information requested and we await their response.

COUNCILLOR TRAINING

Keeping training up to date is essential for councillors, as it ensures they have the current knowledge, skills, and confidence to make informed decisions on behalf of their community. Regular refresher training helps councillors stay aware of changes in legislation, best practice and local government responsibilities, enabling them to carry out their roles effectively and responsibly.

CHRISTMAS WINDOW COMPETITION

Congratulations to Red Hare Salon, winners of the 2025 Clarion Cup for Best Dressed Christmas Window! Thank you to Cllrs Burns, Cllr Hobin and Mr Reynolds for judging the windows.

MANOR HOUSE

We have been copied into correspondence from the Save the Manor House group leader who is continuing to lobby the various relevant organisations such as English Heritage, The Georgian Society and Shropshire Council. Whilst these organisations do not see circumstances, yet where they can justify action, the action group would like to see some form of visual improvements for the community. They will continue to gather support in the local community and beyond and will publish a newsletter with updates soon. Cllr James commented that the Manor House had been broken into recently.

b) To receive Committee, Working Group and Councillor Reports:

- Cllr Hainsworth reported that the Cleobury Mortimer Footpath Association had over 40 attendees to the New Year's Day Walk and they had concluded the walk in the Kings Arms, where they were presented with complimentary food courtesy of the publicans.
- Cllr James reported that the ivy had been removed and remedial works completed from the steps at Viols walk. Cllr James requested that quotes be obtained from contractors to complete the cutting of the hedge on Childe Road which are to be considered at the February meeting. The Clerk reported that the office has been chasing Shropshire Council to complete these works.
- Cllr Rose reported that the burnt out car has now been removed from Langlands Road, however there is debris that has been left.

01.07.26 Unitary Councillor's Report

Cllr Davies had sent a written report which had been circulated and read. A copy is available on the Town Council website.

01.08.26 Financial Matters.

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

A Wakeman Electrical Services – Running flex and connection of Christmas Tree Lights - £ 36.00
Cleobury Country – Meeting Room Hire (November – December) - £57.60
SALC – Chairmanship Training Course - £90.00
Cleobury Mortimer Concert Brass – Music at the Christmas Lights switch-on event - £150.00.

Initials...DA...



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

Cllr Abbatiello - ink cartridges - £ 42.62.

b) Council RESOLVED to approve the payments made since the last meeting:

H M Land Registry – Registration of Playing Field land - £30.00 (Cheque)

Amazon – Office & Toilet supplies - £217.41 (Debit Card)

Viking – Toilet Supplies - £118.77 (Debit Card)

Amazon - Pole & Handheld Hedge trimmer & chainsaw - £129.19 (Debit card)

Tom Morris – Cemetery trees and shrubbery work - £1,650.00 (Bank Transfer)

T Winward – Grounds Maintenance Work - £100.00 (Bank Transfer)

c) Council noted income received:

Bank Interest - £9.23

Christmas Event - £78.83

Cemetery Receipt - £325.00.

d) Council considered funding towards the 800th Market Town Anniversary weekend and

RESOLVED to budget for up to £3,000.00. Cllr Hayward and Cllr Smith agreed to represent the Town Council on the Community Working Group responsible for organising the anniversary events.

e) To review and approve quotation for grounds maintenance in QEII Park.

Council reviewed the quotations supplied and approved contractor quotation number 1 for a total cost of £1,000.00.

01.09.26 Planning Matters.

a) New Planning Applications:

1. Reference: 25/04360/FUL (validated: 27/11/2025)

Address: Caravan Park, Lodge Coppice, Mawley Oak, Cleobury Mortimer, DY14 8PX

Proposal: Demolition of existing buildings and construction of a new reception building, leisure facilities, and change of use of land for siting of holiday lodges, with access, parking, landscaping and associated works.

Applicant: Bank Farm Properties And Leisure Ltd (The Met, 24 Percy Street, London, W1T 2BS).

Outcome: Council RESOLVED to have no objection to the proposals.

2. Reference - 25/04612/TCA (validated 01/12/25)

Address: Glebe House, New Road Gardens, Cleobury Mortimer, Kidderminster, Shropshire

Proposal: Crown reduce by 20% and reduce height by 5m 1no Silver Birch (T1), crown reduce by 20% 1no Damson (T2), 1no Pear (T3) and 1no Apple (T4), fell 1no Apple (T5) & reduce in height by 1.5m 1no Hazel (See Schedule for Details) within Cleobury Mortimer Conservation Area.

Applicant: Mr Mike Williams (The Palace, Palace Yard, Hereford, HR4 9BL).

Outcome: Shropshire Council had already given permission.

3. Reference: 25/04496/FUL (validated: 28/11/2025)

Address: 41 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DQ

Proposal: Installation of an EV charger for domestic use on side elevation.

Applicant: Mr Mark Bates (41 High Street, Cleobury Mortimer, Shropshire, DY14 8DQ).

Outcome: Council RESOLVED to object to the proposal due to concerns that a charging cable across the pavement, and the extended pedestrian area through the trees, could be a safety hazard even with a ramped cover as the footway is uneven. There is no assigned parking for the resident on the High Street to minimize the cable length. As the cable must be covered for its whole length across the footway it will require an extended ramp cover. There is no information on the size of the cable or the ramp nor how the use of the cable will be managed and assurances that the cable and ramp will be removed every time it is not in use.

4. Reference: 25/04497/LBC (validated: 28/11/2025)

Address: 41 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DQ

Proposal: Works to facilitate the installation of one EV charger for domestic use on side elevation.

Applicant: Mr Mark Bates (41 High Street, Cleobury Mortimer, Shropshire, DY14 8DQ).

Outcome: Council RESOLVED to object to the proposal due to the concerns raised above.

Initials.....DA.....



5. Reference: 25/04194/FUL (validated: 17/12/2025)
Address: Ronville Cottage, The Hurst, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8EG
Proposal: Erection of extension and alterations.
Applicant: Mr. and Mrs. D. Stanford (Ronville Cottage, The Hurst, Cleobury Mortimer, DY14 8EG)
Outcome: Council RESOLVED to support the proposal.

b) Planning Decisions (For Information Only):

1. Reference: 25/03664/ADV
Address: Kings Arms, Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BS
Proposal: Erect and display one hanging sign with trough light, one amenity sign, sign written gable with one flood light, two lantern lights.
Decision: Grant Permission.
2. Reference: 25/03706/LBC (validated: 13/10/2025)
Address: Kings Arms, Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BS
Proposal: External works to facilitate the installation of various signs, lights and sign writing.
Decision: Grant Permission.
3. Reference: 25/03725/FUL
Address: Mill Bank, 5 Tenbury Mead, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8RF
Proposal: Erection of a detached single garage.
Decision: Grant Permission.
4. Reference: 25/04287/AG1
Address: Withypool Farm, Cleobury Mortimer, Shropshire, DY14 0DB.
Proposal: General Purpose Twin Span portal frame, for machinery and fodder storage to support the farm.
Decision: Prior Approval Not Required.

01.10.26

Policing Priorities

Council reviewed the local Safer Neighbourhood Team's Policing Report and RESOLVED to set the following local policing priorities for January – June 2026:

1. Anti-Social Behaviour
2. Anti-Social Driving
3. Theft (Farms).

01.11.26

Policies and Procedures

Council reviewed the following Policies and Procedures and they were duly adopted as presented: Complaints Policy and Procedures.

Information Technology Policy.

Committees Terms of Reference.

Employment Handbook.

Sickness Absence Policy.

Councillor Recruitment Policy.

Council updated the Councillors' roles, Appointments to Committees, Working Groups and External Organisations to include the new councillors.

01.12.26

To confirm the date of the next Town Council meeting.

The next Town Council meeting will be held on Monday 2nd February 2026 at 6.30pm.

The meeting closed at 7.47pm.

Signed.....*David Abbatiello*..... Chair

Date.....02.02.2026.....