



Minutes of the Town Council meeting held on Monday 1st December 2025 at 6.30pm in the Cleobury Country Centre, Cleobury Mortimer.

Present:

Cllr David Abbatiello, Cllr Guy James, Cllr Sally Burns, Cllr Geoff Hainsworth, Cllr Tina Hobin, Town Clerk Mrs D McBride and Deputy Town Clerk Miss S Dolphin.

The Chair, Cllr Abbatiello welcomed everyone to the December meeting and reminded councillors to abide by the Code of Conduct.

12.01.25 Apologies for absence.

There were apologies from Cllr Helen Smith.

The following item was brought forward.

12.03.25 Declaration of interests.

There were no formal declarations of interest made. Cllr James acknowledged that he knew Mr Hayward.

12.02.25 Co-option of new councillors.

Mr Tony Hayward and Mr Matthew Rose were co-opted onto the Council and duly signed their Declarations of Acceptance of Office.

12.04.25 Public Participation Session.

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

- A resident asked if the Unitary Councillor's Report is available to the public. Council confirmed it is published on the website but paper copies can also be supplied at the relevant Council meetings. Cllr Davies read her report aloud to the meeting.
- Two residents expressed their interest in joining a Community Speedwatch group. Council is happy to support this initiative and will appoint a volunteer councillor to the group.
- A resident expressed his interest in being co-opted onto the Council at the next meeting.

12.05.25 Minutes of the Town Council Meeting held on Monday 3rd November 2025.

Council **RESOLVED** to approve the Minutes of the meeting held on Monday 3rd November 2025, duly signed by the Chair.

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

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

NOVEMBER MARKET FEEDBACK

Cllr James and Cllr Smith attended the monthly Councillor Surgery held in the Market Hall on Saturday 15th November 2025. A resident expressed their frustration regarding the misinformation given on the Shropshire Council Fix My Street App. Unitary Cllr Pamela Davies, who was present at the Surgery, agreed to take this up with Shropshire Council.

PRIMARY SCHOOL FENCE PROPOSAL

Following written confirmation of Shropshire Council's advice, Council members met with school representatives on Thursday 13th November. The School informed us that they will be fencing off the majority of 'their' part of the field, leaving a 6m wide access area at the south of the site and a 1m area against the public Right of Way (FP 0518/62/1). The fence is to be 2m high with two access gates. The school is aware of the maintenance responsibilities for the land and hedges, inside and outside of the new fence. The School is committed to ensuring the public access is maintained and propose hours between 5.30/6pm and 7.30am for this. They are going to put signage up saying 'No Dogs' and are looking to enforce that. The Secretary of Cleobury Mortimer Footpath Association Committee has written to inform us that they are applying to have the whole Playing Field perimeter designated as an official Right of Way (ROW) based on the unrestricted use by pedestrians for over 40 years. They assure us that there will be no changes to any structures ie benches, lighting columns or football pitch if the ROW is approved. We will await a public consultation on this.

TEME LEISURE – CLEOBURY SPORTS CENTRE

The consultation letter was sent out and we are receiving a steady number of responses.

Initials DA



800TH ANNIVERSARY ROYAL CHARTER WEEKEND

The weekend of 19th & 20th September 2026 will mark the 800th anniversary of Cleobury Mortimer receiving its town charter from King Henry III. It is hoped that this can be celebrated by organising a weekend of community events across different parts of the town. The Charter Anniversary Committee would welcome a councillor to join the committee. Council will need to consider the staffing and cost of this event and whether to hold the summer Festival as well or combine both into one weekend.

POST OFFICE

Following constant lobbying from the Town Council, Cllr Davies and MP Stuart Anderson we are pleased to note that the Post Office has now reopened.

CCTV

Cleobury Mortimer Bowls Club have kindly given permission for a pole to be sited behind the shed at the Club in order for a transmitter to be placed there. This will help secure the signal received from the Ron Hill area cameras. We are sourcing quotations for the cost of these works.

LIME TREE PLEACHING

The trees have been pleached by Lewis Arborcare in time for the Christmas lights to go up.

SEVERN TRENT TREATMENT PLANT UPDATE

Severn Trent and their contractor (MMB) met with Cllr Hobin, Cllr James, Cllr Hainsworth, Mr Kit Smith (Tree Warden) and the Clerk on Tuesday 25th November to provide an update on their progress. The work is going to schedule and Severn Trent hopes to hold an open day next summer. Mr Smith asked Severn Trent about their commitment to restore and improve the site for biodiversity including the planting of oak trees. Severn Trent are keen to work with us on this, and all aspects of community engagement.

HIGHWAYS

The Clerk met with Andy Keyland, Highways Maintenance Manager, Jason Davies, Cllrs David and Pamela Davies on Friday 7th November at the Hurst. Options to protect the wall were discussed with the residents. A full consultation regarding traffic flows will be requested for this area and also to take into consideration the parking issues near the Tenbury Road crossroads, width restrictions on Eagle Lane and other road markings. The Highway Manager will check the Traffic Regulation Orders to establish whether the 20mph zone through town is official or just advisory. Concerns regarding the lack of communication concerning CIL funding were raised due to concerns that many Place Plan projects have not been progressed.

Council has previously been supportive of Community Speedwatch but the roads need to be assessed first to establish if this scheme is going to be viable. The police have been undertaking more speed checks as part of this process. We will need a councillor to take the lead on this initiative if the assessments support setting up the scheme.

We have reported parking issues at the High Street/Vaughan Road junction to Shropshire Council (SC) and West Mercia Police. Our PCSO confirmed the distance from the junction where vehicles could not be parked and the police's powers to enforce any contraventions. SC Parking Enforcement will also send more officers out to check on these concerns.

Following further complaints, regarding the number of Glen Caravan Park signs along the main road, as being unnecessary and excessive, we have contacted Shropshire Council and asked that the signs are removed as a matter of urgency if there is no permission for them. The bus shelter at the junction of the A4117 and B4201 (near Mawley Town Farm) was destroyed by a vehicle in the early hours of Wednesday 26th November. The police and insurance company have been informed.

PLAYING FIELD SAFETY CONCERNS

Due to the Sports and Social Club's gas tank manhole cover being at risk, barriers have been purchased to protect the area. The Club will install the barriers and also replace a drain cover near the smoking shelter.

REMEMBRANCE

Councillors and officers attended the Remembrance Services on Sunday 9th and Tuesday 11th November. We were pleased to welcome Deputy Lieutenant Major General John Crackett to Cleobury Mortimer on Remembrance Sunday.

CHRISTMAS LIGHTS & SWITCH ON EVENT

The lights went up on Sunday 17th November. A special thank you goes to the small group of dedicated volunteers who helped put up the Christmas Lights and assisted at the Switch-On Event.

Initials DA



A huge thank you to the councillors and the community who came out to support this year's Event. The electrician has checked the remaining feature lights in the Market Hall loft. None of these are earthed. The feature light tied to the drain pipe on the Market Hall became loose after a couple of days and came down. Unfortunately, the plug end hit a parked car and caused three small dents in the roof. Quotes are being sought for repairs.

COUNCILLOR TRAINING

Training is essential for councillors as it ensures they have the current knowledge, skills and confidence to make informed decisions on behalf of their community. We are currently awaiting full course information for 2026 of which we will keep you updated, however there is an upcoming Fundamentals for Councillors training course on 19th February 2026, to which we would encourage everyone to attend if they have not taken this course recently.

CHRISTMAS WINDOW COMPETITION

We are running the Christmas window competition again this year, in conjunction with the Clarion, and need two councillors to help judge the windows. Cllr Burns volunteered.

b) Committee and Working Group Reports:

1. The Chair deferred the Employment Committee Report to be discussed later.
2. The Chair, Cllr Abbatiello reported that replacement laptop computers are required for some councillors. Also, following SALC's visit last month, where their representative spoke about the need for parish councils to take over more services from Shropshire Council, there will need to be a formal discussion on what action the Town Council can take as this could further impact the precept for residents.

12.07.25 Unitary Councillor's Report.

Cllr Davies had sent a written report which had been circulated and read.

12.08.25 Financial Matters.

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

A Wakeman Electrical Services – Fixings for Christmas lights - £ 72.00
George's Garden Maintenance – Jet washing - £ 250.00
Lewis Arborcare Ltd – Lime Tree pruning - £4,080.00
Trevor Brooke Grab Services Ltd – Green waste collection (Cemetery) - £252.00
Morris Bufton & Co Ltd – repairs to strimmer - £73.81
Mrs I Todd – Christmas sweets - £108.04.

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

Market Hall – Room Hire (November) - £12.50
Gayle Yarranton – Christmas Craft material - £52.55
M McBride – Cemetery Investigation work - £1,140.00
Fresh Air Fitness – Outdoor Gym Service - £663.60.

b) **Council RESOLVED to approve the following debit card payments made:**

D McBride reimbursement for consultation letters (Precision Connects) - £1,169.96 (Bank Transfer)
Viking – Stationery - £37.87 (Debit Card)
Amazon – Maintenance and Office Supplies - £227.35 (Debit Card)
123 Reg – SSL Certificate - £71.99 (Debit Card)
Barriers Direct – Safety Barriers for Playing Field - £405.65 (Debit Card)
Eco Green Business – Dog waste bags - £248.40 (Debit Card)
Vista Print – Business cards - £ 26.59 (Debit Card)
Eden Group – Carol song sheets - £46.26 (Debit Card)
Beckie's Tea Room – Refreshments for Christmas volunteers - £69.60 (Debit Card).

c) **Council considered and approved the following S.137 payment:**

Dr M Baldwin – Flag Raising - £50.00.

d) **Council noted receipt of the following income:**

Bank Interest - £11.27
Cemetery Receipt - £3,750.00.

Initials..DA



-
- e) **Council considered the IT report and proposal to purchase new laptop computers for councillor use.** Council reviewed the quotations supplied and resolved to purchase up to seven laptops (subject to councillor requirements) at a total cost of £2,800.00.
 - f) **Council reviewed and approved the quotation from our current contractor for remedial works to CCTV cameras on Childe Road - £1,561.90.**

12.09.25 Planning Matters.

a) New Planning Applications:

- 1. Reference: 25/04184/FUL (validated: 07/11/2025)
Address: Redbury, 4 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DP
Proposal: Erection of extension and alterations
Applicant: Mr. G. Mark & Miss A. Cole
Outcome: Council RESOLVED to have no objection to the proposals.
- 2. Reference: 25/04185/LBC (validated: 07/11/2025)
Address: Redbury, 4 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DP
Proposal: Erection of extension and alterations
Applicant: Mr. G. Mark & Miss A. Cole
Outcome: Council RESOLVED to have no objection to the proposals.
- 3. 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
Applicant: Sarah Hulland
Outcome: Council RESOLVED to have no objection to the proposals.

b) Planning Decisions (For Information Only):

- 1. Reference: 25/03410/FUL (validated: 12/09/2025)
Address: Talbot Stores, 2 - 3 Talbot Square, Cleobury Mortimer, Shropshire, DY14 8BQ
Proposal: Installation of an automated teller machine
Decision: Grant Permission.
- 2. Reference: 25/03411/ADV (validated: 12/09/2025)
Address: Talbot Stores, 2 - 3 Talbot Square, Cleobury Mortimer, Shropshire, DY14 8BQ
Proposal: Installation of 1 non-illuminated surround sign and 1 non-illuminated logo panel
Decision: Grant Permission.

12.10.25 Memorial Bench Application

Council approved the Memorial Bench application for a bench to be installed in the Cemetery. Officers will meet with the applicant to confirm the actual siting.

12.11.25 Policies and Procedures – this item was deferred until the next meeting to give the new councillors time to read these documents.

- 1. To review and adopt the updated Complaints Policy and Procedures.
- 2. To adopt the new Information Technology Policy.

12.12.25 Date of the next Town Council meeting.

The next Town Council meeting will be held on Monday 5th January 2026 at 6.30pm.

The Meeting closed at 7.25pm.

Signed:...*David Abbatiello*.....Chair Date.....05.01.2026