



Minutes of the Town Council meeting held on Monday 1st June 2026 at 6.30pm in the Cleobury Country Centre, Cleobury Mortimer.

Present:

Cllr Guy James (Chair), Cllr Ben Williams, Cllr Helen Smith, Cllr Tony Hayward, Cllr Tina Hobin, Cllr Matthew Rose, Town Clerk Mrs D McBride and Deputy Town Clerk Miss S Dolphin.

Cllr James welcomed everyone to the June meeting.

06.01.26 Apologies for absence.

There were apologies from Cllr Geoff Hainsworth and PC Jade Ives.

06.02.26 Declaration of interests.

There were no declarations of interest made.

06.03.26 Public Participation Session.

There were two members of public present, also Unitary Councillors Pamela and David Davies.

- A resident informed Council that contractors working on Eagle Lane had not informed residents of the roadworks. The contractor had been informed it was a 'No through Road' and therefore, no notification was required. Council noted that signs for Eagle Lane to highlight the restricted width, requested three-four years ago, have still not been actioned. Cllr James commented that the lack of response from Shropshire Council on such matters is very common and really disheartening. Cllr Davies has also chased this matter up.
- Cllr Davies asked if the finance agreement with Teme Leisure has been signed yet. Council commented that Teme Leisure has the draft for perusal and once they have confirmed they are satisfied with the terms, the agreement can be finalised and signed.
- A resident asked about the latest Local Plan consultation. Cllr James commented that there has been a call for sites and the current consultation is a scoping exercise on how the Local Plan will be developed. Furthermore, the Town Council has asked for a Public Drop-In Session in Cleobury Mortimer regarding the Local Plan. The nearest ones are Highley and Ludlow. If we are not given the Public Session, residents are encouraged to give their comments to the Town Council at the next Market Surgery so that we can pass them on to Shropshire Council.

06.04.26 Co-option of new councillor.

Council considered the confirmed application for the role of councillor and **RESOLVED** to co-opt Mrs Emma Bentley onto the Town Council. As Cllr Bentley was unable to attend the meeting she will sign her Declaration of Office before the next Council meeting.

06.05.26 Minutes of the Town Council Meeting held on Tuesday 5th May 2026.

Council **RESOLVED** to approve the Minutes of the meeting held on Tuesday 5th May 2026, duly signed by the Chair.

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

- a) Council noted receipt of the Town Clerk's Office Report. Points highlighted included the Festival preparations and requirements for volunteers, the status of the Precept funding for Teme Leisure and confirmation that the Vehicle Activated Sign at Quarry Bank will be replaced this year.
- b) Committee, Working Group and Councillor Reports:
 - Cllr James asked, especially in light of the 800th Event this September, whether the Town Council could improve the condition of the waste bins on the High Street. Options could be to have decals or sand blast and repaint the bins. Options and quotes to be discussed at the next meeting and also raised with the 800th Committee.
 - The draft Minutes from the recent Festival Working Group meeting were noted.

06.07.26 Unitary Councillor's Report.

Unitary Cllr Pamela Davies had submitted her monthly report which had been circulated and read. Cllr James thanked Cllr Davies for her comprehensive report.

Initials....GJ.....



06.08.26 Financial Matters.

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

SALC – Training Fees - £160.00
Cleobury Country Limited – Meeting Room Hire (May) - £57.60
JDH Business Service Ltd – Internal Audit Fee (2025-26) - £703.20
AJG Insurance – Annual Insurance Premium - £4,220.34
T Winward – Cemetery Maintenance Work - £100.00
V Winward – Cemetery Maintenance Work - £67.50
R Price – Grass Cutting (April) - £2,240.00
DJ Supplies – PA systems (Festival) - £330.25.
The following invoice had been received after the Agenda was published:
Market Hall Trust – Room Hire - £18.75.

b) Council confirmed the payments made since the last meeting:

Amazon – Tug of War Rope (Festival) - £123.29 (Debit Card)
Amazon – Tug of War Medals (Festival) - £44.09 (Debit Card)
Shropshire Council – Event Licence (Festival) - £21.00 (Debit Card)
Severn Locks – Emergency Repair and Replacement Lock - £396.00 (Online)
Screwfix – Yard broom and safety gloves - £52.75 (Debit Card)
Screwfix – Work boots and secateurs - £53.98 (Debit Card)
Soccer Store – Football goal nets (Playing Field) - £80.90 (Debit Card)
Toolstation – Snap Hooks (Christmas Lights) - £2.99 (Debit Card)
Amazon – Strimmer Harness - £19.99 (Debit Card).

c) Council considered and approved the following S.137 payment subject to the lawfulness of making the payment as the event has already taken place.

Friends of Cleobury Sports Centre c/o Cleobury Country Centre – Contribution towards Food and Ale Trail costs - £500.00.

Council noted that the application had arrived too late for the previous Council meeting and that up to £15,000 is ear-marked for helping to keep the Sports Centre open, should the money be needed. Unitary Cllr Davies commented that she felt that the Friends are relying on this £500 but may not need the £15,000.

d) Council noted receipt of the following income:

Bank Interest - £3.63
Shropshire Council – Neighbourhood Fund - £346.98
Cemetery Receipt - £325.00.

e) Annual audit and accounts for year ending 31st March 2026.

1. Council confirmed there were no conflicts of interest with PKF Littlejohn LLP
2. Council received and noted the Internal Auditor's Reports. Council supported the recommendations of the Internal Auditor with regard to reviewing reserves during the budget process; adopting, publishing and ensuring compliance with regards to website accessibility; and updating supplier fraud risk management.
3. Council considered and approved AGAR Section 1 Annual Governance Statement 2025-26
4. Council considered and approved Accounts and Bank Reconciliation for year ending 31st March 2026
5. Council considered and approved AGAR Section 2 Accounting Statements 2025-26.

06.09.26 Planning Matters.

a) New Planning Applications:

1. Reference: 26/01812/TCA (validated: 07/05/2026)
Address: 19 Childe Road, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8PB
Proposal: Fell 1no. conifer within Cleobury Mortimer Conservation Area
Applicant: Theresa Hodges
Outcome: Council RESOLVED to support the application on the proviso that the adjacent magnolia tree is also trimmed back to the boundary as it is overhanging the public car park.



2. Reference: 26/01930/TPO (validated: 22/05/2026)
Address: Pudding Meadow Cottage, Eagle Lane, Cleobury Mortimer, Shropshire, DY14 8RA
Proposal: Fell 1no. Lime tree (T1) protected by the Shropshire Council (Land at Pudding Meadow Cottage, Cleobury Mortimer) TPO 2015 (SC/00211/15)
Applicant: Mr & Mrs Blackburn (Pudding Meadow Cottage, Eagle Lane, DY14 8RA)
Outcome: Council RESOLVED to support this application.

b) Planning Decisions (For Information Only):

1. Reference: 26/01207/TCA (validated: 31/03/2026)
Address: Brookside, Eagle Lane, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8RA
Proposal: Crown lift to approx. 3m from ground 1no. Goat Willow (T1) and re-pollard back to previous points 1no. Goat Willow (T2) within Cleobury Mortimer Conservation Area
Decision: No Objection.
2. Reference: 26/01169/TCA (validated: 19/03/2026)
Address: Manor House &, 15B High Street, Cleobury Mortimer, Shropshire, DY14 8DG
Proposal: Fell 2no. conifers (T1-2), 3no. Ash (6-8) and 1no. Hawthorn (T9), reduce back to boundary 1no. group of conifers, 2no. conifers (T3-4) and 1no. Ash (T5) within Cleobury Mortimer Conservation Area (Amended 22/04/2026)
Decision: No Objection.
3. Reference: 26/00917/LBC (validated: 09/03/2026)
Address: Market Hall, Church Street, Cleobury Mortimer, Shropshire, DY14 8BS
Proposal: Proposed replacement ground floor office window
Decision: Grant Permission.
4. Reference: 26/01306/FUL (validated: 08/04/2026)
Address: 25 Larks Rise, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8JJ
Proposal: Proposed two storey side extension
Decision: Grant Permission.

At 7.16pm Cllr Hobin left the meeting.

06.10.26 Policies and Procedures.

Council RESOLVED to approve and adopt the following policies and procedures:

1. Freedom of Information Policy (new policy)
2. General Privacy Policy
3. Privacy Consent Form
4. Privacy Notice
5. Subject Access Request Form
6. Retention of Documents Policy.

06.11.26 Date of the next Town Council meeting.

The next Town Council meeting will be held on Monday 6th July 2026 at 6.30pm.

The Meeting closed at 7.21pm.

Signed:.....**Guy James**.....Chair

6th July 2026
Date.....