



Minutes of the Town Council meeting held on Monday 6th July 2026 at 6.30pm in the Cleobury Country Centre, Cleobury Mortimer.

Present:

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

Cllr James welcomed everyone to the July meeting.

07.01.26 Apologies for absence.

Apologies were noted from Cllr Tony Hayward.

07.02.26 Declaration of interests.

There were no declarations of interests made.

07.03.26 Public Participation Session.

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

- A resident asked a question regarding a former Town Councillor. The Council noted the question but had no comment to make.
- Numerous residents addressed the Council to express their views and objections regarding a planning application (reference 26/02092/FUL) for No.13 High Street. Comments were made regarding access to the rear, parking and historical conservation.
- A representative of the Save the Manor House Campaign Group provided an update on the group's activities. Council was informed that the group remains focused on promoting the restoration and maintenance of the Manor House, with particular regard to its external appearance due to its importance to the character and heritage of Cleobury Mortimer. The group has requested that Shropshire Council consider enforcement action in relation to the condition of the property and that, to date, no such action had been taken. The representative advised that discussions were continuing with officers from Shropshire Council's Historic Environment team. The group has received information from Shropshire Council regarding potential future restoration and development proposals. Reference was made to the forthcoming 800th celebrations in September and the hope that there will be lots of visitors and publicity for our town.

07.04.26 Minutes of the Town Council Meeting held on Monday 1st June 2026.

Council **RESOLVED** to approve the Minutes of the Town Council meeting held on Monday 1st June 2026 duly signed by the Chair.

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

- a) Council noted receipt of the Town Clerk's Office Report.
- b) Committee, Working Group and Councillor Reports:
 1. The Festival Working Group Report had been circulated. No questions were raised.
 2. The Employment Committee Report had been circulated. No questions were raised.
 3. The SALC Area Committee Report had been circulated. No questions were raised.
 4. Cleobury 800th Event Update - The Chair advised that a member of the community has taken responsibility for organising the town's 800th anniversary celebrations. It was noted that the Town Council had previously offered its support and attended planning meetings; however, the organiser has since confirmed that the Town Council's involvement and support are no longer required. The Council noted the update.

07.06.26 Unitary Councillor's Report

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

Initials...**GJ**.....



07.07.26

Financial Matters.

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

Institute of Cemetery and Crematorium Management – Annual Membership Fee - £110.00
Cleobury Country Limited – Meeting Room Hire (June) - £57.60
T Winward – Grounds Maintenance Work - £80.00
R Price – Grass Cutting (June) - £2,360.00
Playsafety Limited – RoSPA Inspection on Play Equipment - £535.20
Cleobury Community Hub – Climbing Tower Contribution - Festival 2026 - £550.00
Hands on Printing – Festival printing - £70.00
Market Hall Trust – Room Hire (June) - £12.50
SALC – Training Courses - £290.00
Tents & Marquees Limited – Festival Marquee (balance payment) - £1,080.00
Paran Todd – Festival DJ - £100.00
Dirty Stop Outs – Festival Band - £100.00
Disco Daddy – 2027 Festival Fee - £250.00
Cleobury Concert Brass – 2026 Festival performance - £250.00
Twit Twoo - Falconry Display at Festival - £240.00
Beckies Tea Room - Refreshments for Festival volunteers - £49.90.
The following invoices had been received after the Agenda was published:
NJW Plumbing – Repairs to the public toilets - £921.60
Idverde – Tree Safety Report - £2,280.00

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

Eco Green Living – Dog Waste Bags - £248.40 (Debit Card)
Amazon – Coffee, salt, tape - £37.47 (Debit Card)
Survey Monkey – Annual Subscription - £408.00 (Debit Card)
Netta – 20v battery for pole cutter - £35.99 (Debit Card)
All Mower Parts – Spool Housing Eyelets for strimmer - £6.15 (Debit Card)
Amazon - Garden Twine, Barrier Mesh, Spray Paint for Festival - £57.63 (Debit Card)
Viking – Toilets and Office Supplies - £233.79 (Debit Card)
Amazon – Silicone Spray for Play Equipment - £3.99 (Debit Card)
Amazon – Bird repellent spikes – Love Lane Play Area - £8.49 (Debit Card)
Aldi – Refreshments for Festival Volunteers - £10.25 (Debit Card)
Petty Cash top up - £200.00 (Debit Card).

c) Council approved the following S.137 payment:

Cleobury Mortimer Community First Responders – First Aid Support at Festival - £250.00.

d) Council noted receipt of the following income:

Bank Interest - £2.31
Festival Traders - £160.00
Shropshire Council – Environmental Maintenance Grant - £1,000.00
Cemetery Receipts - £1,075.00.

e) Council ratified the funding agreement between Cleobury Mortimer Town Council and Teme Leisure.

A member of public interjected to ask what would happen to the allocated funds if they were not used for the project. The Chair confirmed that, if the funds were not required for the project, they would remain available to the Council and would effectively be returned to the residents by reducing the precept requirement for the following financial year.

07.08.26

Planning Matters.

a) New Planning Applications:

1. Reference: 26/01957/FUL (validated: 04/06/2026)
Address: Lloyds Bank Plc, 39 High Street, Cleobury Mortimer, Shropshire, DY14 8DH
Proposal: Change of use of former bank premises to a residential unit and associated works
Applicant: Mr John Wood (c/o agent - Dyanne Humphreys Planning, Shrewsbury, SY1 1JJ)
Outcome: Council RESOLVED to support the application.

Initials...GJ.....



2. Reference: 26/01958/LBC (validated: 04/06/2026)
Address: Lloyds Bank Plc, 39 High Street, Cleobury Mortimer, Shropshire, DY14 8DH
Proposal: Listed Building works to facilitate the change of use of former bank premises to a residential unit and associated works
Applicant: Mr John Wood (c/o agent - Dyanne Humphreys Planning, Shrewsbury, SY1 1JJ)
Outcome: Council RESOLVED to support the application.
3. Reference: 26/02065/FUL (validated: 09/06/2026)
Address: 24 Lower Inhedge, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8AH
Proposal: Erection of single-storey rear extension and two-storey side extension and conversion of loft to include installation of dormer window
Applicant: Mrs and Mrs James Manley (24 Lower Inhedge, Cleobury Mortimer, DY14 8AH)
Outcome: Council RESOLVED to support the application.
4. Reference: 26/02092/FUL (validated: 04/06/2026)
Address: 13 High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DG
Proposal: Erection of rear extension, landscaping with parking
Applicant: Joanna Richardson (Old Cross Farm, Edwyn Ralph, Bromyard, HR7 4LU)
Outcome: Council RESOLVED to object to the proposals on the grounds that the application is incomplete and does not contain sufficient information to enable a proper assessment of the proposal. No Heritage Statement has been submitted despite the apparent heritage implications of the proposal. No Listed Building Consent application has been submitted or referenced, where such consent may be required. The application appears to assume an existing commercial use without providing sufficient evidence to support that assumption. The Town Council considers that the application cannot be properly assessed until the required supporting documentation and associated relevant consents have been submitted.
5. Reference: 26/02214/TCA (validated: 12/06/2026)
Address: Holly Tree Cottage, Lion Lane, Cleobury Mortimer, Shropshire, DY14 8BT
Proposal: Fell 1no. Norway Spruce within Cleobury Mortimer Conservation Area
Applicant: Mr Michael Clarke
Outcome: Council RESOLVED to have no objection to the proposals.
6. Reference: 26/02395/TCA (validated: 19/06/2026)
Address: Land West Of, Church Street, Cleobury Mortimer, Shropshire, DY14 8BX
Proposal: Reduce 1no. Lime (T1) (as per schedule) and remove epicormic growth from 1no. Lime (T2) within Cleobury Mortimer Conservation Area
Applicant: Diocese Of Hereford (Diocesan Office, The Palace, Hereford, HR4 9BL)
Outcome: Council RESOLVED to have no objection to the proposals..
7. Reference - 26/02366/LBC (validated: 29/06/2026)
Address: Stuart House, 4B Church Street, Cleobury Mortimer, Kidderminster, Shropshire
Proposal: Repairs to roof
Applicant: Mr Jonathon Lees (17 Blackthorn Circus, Tamworth, B79 0FY)
Outcome: Council RESOLVED to object to this application as the proposed materials are not considered appropriate for the building and its historic character. Any alterations or repair works should be carried out in a historically sympathetic manner, using traditional, like-for-like materials that preserve and enhance the character and appearance of the building.
8. Reference: 26/02411/TCA (validated: 26/06/2026)
Address: 3 Castle Hill, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DA.
Proposal: Fell 1no. Hawthorn (T2) within Cleobury Mortimer Conservation Area.
Applicant: Miss N Angus (14 St Mary's Parsonage, Manchester, M3 2DE)
Outcome: Council RESOLVED to support the application.
9. Reference: 26/02378/FUL (validated: 25/06/2026)
Address: Cleobury Mortimer Primary School, Langland Road, Cleobury Mortimer, DY14 8EH
Proposal: Proposed canopy
Applicant: Mr Richard Williams (Guildhall, Frankwell Quay, Shrewsbury, SY3 8HQ, England)
Outcome: Council RESOLVED to support the application.

Initials...GJ....



b) Planning Decisions (For Information Only):

1. Reference: 26/01401/LBC (validated: 22/04/2026)
Address: Spa Barn North East Of Mawley Hall, Cleobury Mortimer, Shropshire
Proposal: Installation of timber gate and gate post, fixing of garden wall to south elevation of barn, installation of CCTV, and associated works
Decision: Grant Permission.
2. Reference: 26/01431/VAR (validated: 22/04/2026)
Address: Spa Barn North East Of Mawley Hall, Cleobury Mortimer, Shropshire
Proposal: Variation of Condition 1 of planning permission No. 23/01922/VAR to allow design changes to previously approved pool house, garden and garden walls, installation of gate and installation of CCTV equipment
Decision: Grant Permission.

07.09.26 Policies and Procedures

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

1. Cemetery Rules and Regulations
2. Cemetery Administration Procedures and Forms. Council approved an amendment to the Memorial Bench Application Form to specify that memorial benches installed within the town must be constructed primarily from recycled plastic as this material will last longer and requires less maintenance.

07.10.26 Date of the next Town Council meeting.

The next Town Council meeting will be held on Monday 3rd August 2026 at 6.30pm.

At 7.35pm there was a short break whilst the press and public left the meeting.

At 7.37pm the meeting reconvened.

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 item 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 11.

07.11.26 Cemetery Management and Administration

Council received a report on Cemetery Management and Administration.

The Meeting closed at 8.01pm.

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

3rd August 2026
Date.....