



Date Posted: 27th January 2026.

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Monday 2nd February 2026, 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.

02.01.26 Apologies for absence.

To receive apologies and reasons for absence.

02.02.26 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.

02.03.26 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).

02.04.26 Minutes of the Town Council Meeting held on Monday 5th January 2026.

To approve the Minutes of the Town Council meeting held on Monday 5th January 2026.

02.05.26 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, Working Group and Councillor Reports:
 - 1. Finance Committee Report.
 - 2. Employment Committee Report.

02.06.26 Unitary Councillor's Report

To receive Unitary Councillor's update from Shropshire Council.

02.07.26 Financial Matters.

a) To approve the following invoices for payment:

Shropshire Council – Election (2025) Fees - £125.00

ICCM – Cemetery Management Training courses - £240.00

DM Payroll Services Ltd – Payroll Processing (October 2025 – March 2026) - £115.20

D McBride (reimbursement Huws Gray/TFM) – Cemetery roof sheets, fixings, postcrete - £85.36

SLCC – Annual Membership - £379.00

Tom Morris – QE11 Park - thinning and robocut undergrowth - £1,300.00

Tom Morris – Cemetery – attending to storm-damaged yew tree - £150.00.

b) To confirm the payments made since the last meeting:

Connexus Homes – St Mary's Place Room Hire - £10.00 (Bank Transfer)

Viking – Maintenance Supplies including grit salt - £265.18 (Debit Card).

c) To note income received:

Bank Interest - £6.28

Cemetery Receipt - £2,400.00.



- d) To consider and approve the proposed budget and precept for 2026-27, noting the recommendation from the Finance Committee to earmark £15,000 to safeguard the continuation of services at Cleobury Sports Centre should there be a shortfall in community fund-raising.
- e) To approve the proposed Fees and Charges for 2026-27.
- f) To review and approve quotation for work on Childe Road hedge.
- g) To review and approve quotation for architectural services to meet planning requirements for a replacement window in Market Hall.

02.08.26 Planning Matters.

a) To consider new Planning Applications:

1. Reference: 25/04888/LBC (validated: 05/01/2026)
Address: Priests House And Laundry Cottage, Mawley Hall, Cleobury Mortimer, DY14 8PN
Proposal: Works of repairs and or replacement to windows and external doors, brickwork repairs and repointing, roof and rainwater goods repairs, installation of localised ventilation where required, upgrade of building services and minor alterations
Applicant: Mawley Hall LLP (The Estate Office, Mawley Hall LLP, Cleobury Mortimer, DY14 8PN)

View online at: [25/04888/LBC | Works of repairs and or replacement to windows and external doors, brickwork repairs and repointing, roof and rainwater goods repairs, installation of localised ventilation where required, upgrade of building services and minor alterations | Priests House And Laundry Cottage Mawley Hall Cleobury Mortimer Kidderminster Shropshire DY14 8PN](#)

b) To note recent Planning Decisions (For Information Only):

1. Appeal Reference: 25/03415/REF – Application Reference: 25/02799/TDC
Address: 15B High Street, Cleobury Mortimer, Kidderminster, Shropshire.
Proposal: Technical matters (Reference 25/02799/TDC) for the Application for the construction of 3 dwellings (PIP 23/05119/PIP)
Decision: Appeal Dismissed.
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.
Decision: No Objection.
3. Reference: 25/03516/FUL (validated: 25/09/2025)
Address: Hollywaste Villa, 1 Hollywaste, Kidderminster, Shropshire, DY14 0HB
Proposal: Change of use of permanent pasture to dog walking paddock with erection of boundary fencing and provision of car parking
Decision: Grant Permission.
4. 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
Decision: Grant Permission.
5. 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
Decision: Grant Permission.



02.09.26 Policies and Procedures

To review and adopt the following updated policies and procedures:

1. Risk Management Policy and Risk Assessments.
2. Health & Wellbeing Policy.
3. Code of Conduct.
4. Standing Orders.

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

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