



**Date Posted: 30<sup>th</sup> March 2026.**

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Tuesday 7<sup>th</sup> April 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.**

**04.01.26 Apologies for absence.**

To receive apologies and reasons for absence.

**04.02.26 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.*

**04.03.26 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).*

**04.04.26 Minutes of the Town Council Meeting held on Monday 2<sup>nd</sup> March 2026.**

To approve the Minutes of the Town Council meeting held on Monday 2<sup>nd</sup> March 2026.

**04.05.26 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. Employment Committee Report.
  2. SALC Area Committee Report.
  3. Finance Committee Report.

**04.06.26 Unitary Councillor's Report**

To receive Unitary Councillor's update from Shropshire Council.

**04.07.26 Financial Matters.**

**a) To approve the following invoices for payment:**

SALC – Training Fees - £425.00

Shropshire Council – HR Fees - £671.98

Cleobury Country Limited – Meeting Room Hire (March) - £57.60

Stewart Mumford Architectural Consulting Ltd – Design & Listed Building Consent App - £505.00

Shropshire Council – Business Rates (Cemetery 2026-27) – £256.35

eCapital Commercial Finance (Ace Shelters) – Replacement Bus Shelter - £5,370.00

Blanchere Illumination UK Ltd – 12 x strings Christmas Lights - £1,569.60

R Price – Grass Cutting (March) - £1,120.00

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

Amazon – Maintenance and Office Supplies - £97.10 (Debit Card)

Viking – Office and Maintenance Supplies - £113.40 (Debit Card)

Signtech – Dog mess signs - £84.00 (Debit Card).



**c) To note income received:**

Bank Interest - £8.03  
Hiscox – Bus Shelter insurance claim - £4,225.00  
Playing Field receipts - £450.00  
Cemetery Receipt - £350.00  
HMRC – VAT Reclaim - £8,638.92

**04.08.26 Planning Matters.**

**a) To consider new Planning Applications:**

1. 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.  
Applicant: Cleobury Mortimer Town Council (Market Hall , Church Street, DY14 8BX)

View online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3DTBHRNMTDGM00&data=05%7C02%7Ccouncil%40cleobury.org.uk%7C0e933aeae7f14ef9314308de8136f5c3%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C639090270199246251%7CUnknown%7CTWfPbGZsb3d8eyJFbXB0eU1hcGkiOnRydWU%3D%7C%7C%7C&sdata=%2Ff2qqzSbsTfnTEttwOZk%2B3jrQEfkMFqBfelxFNg%2Bgsg%3D&reserved=0>

2. Reference: 26/01169/TCA (validated: 19/03/2026)  
Address: Manor House &, 15B High Street, Cleobury Mortimer, Shropshire, DY14 8DG  
Proposal: Fell Conifer Hedge, 4no Conifers (T1-T4), & 4no Ash (T5-T8) within Cleobury Mortimer Conservation Area  
Applicant: Mr Matthew Evans (Cleobury Garage Site, 15B High Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8DG)

View online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3DTCI8XNTD0GI00&data=05%7C02%7Ccouncil%40cleobury.org.uk%7C7135bc82be244e686c9f08de8b6e1d7b%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C639101502222800866%7CUnknown%7CTWfPbGZsb3d8eyJFbXB0eU1hcGkiOnRydWU%3D%7C%7C%7C&sdata=v6LfbTqO%2FYIvArTc4lQmTbhlAbZKUjil3bL0hdbBMI%3D&reserved=0>

**b) Planning Decisions (For Information Only):**

1. Reference: 25/02499/LBC (validated: 24/07/2025)  
Address: Electra House, 18 High Street, Cleobury Mortimer, Shropshire, DY14 8DG  
Proposal: Proposed refurbishment and alterations to upper storeys to provide 2No. flats with new pedestrian access and demolition of redundant dilapidated single storey extensions  
Decision: Grant Permission.
2. Reference: 25/02498/FUL (validated: 24/07/2025)  
Address: Electra House, 18 High Street, Cleobury Mortimer, Shropshire, DY14 8DG  
Proposal: Proposed refurbishment and alterations to upper storeys to provide 2No. flats with new pedestrian access and demolition of redundant dilapidated single storey extensions  
Decision: Grant Permission
3. 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.  
Decision: Grant Permission.



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4. Reference: 25/04718/PA3MA (validated: 03/02/2026)  
Address: Mrs Hills Pantry, 7 Talbot Square, Cleobury Mortimer, Shropshire, DY14 8BQ.  
Proposal: Application under Schedule 2, Part 3 Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) to change the use from a shop (Class E) to a single residential dwelling (Class C3).  
Decision: Prior Approval Not Required.
5. Reference: 26/00396/FUL (validated: 11/02/2026)  
Address: Bransley Villa, Tenbury Road, Cleobury Mortimer, Kidderminster, Shropshire, DY14 0AD  
Proposal: Erection of a building for the emergency accommodation of small animals  
Decision: Grant Permission.

**04.09.26 Policies and Procedures**

To review and adopt the following updated policies and procedures:

1. CCTV Policy.
2. CCTV Handbook.

**04.10.26 To confirm the date of the next Town Council meeting.**

The next Town Council meeting will be held on Tuesday 5<sup>th</sup> May 2026 at 6.30pm.