



Date Posted: 30th September 2025.

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Monday 6th October 2025, 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.

10.01.25 Apologies for absence.

To receive apologies and reasons for absence.

10.02.25 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.

10.03.25 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).

10.04.25 Minutes of the Town Council Meeting held on Monday 1st September 2025.

To approve the Minutes of the Town Council meeting held on Monday 1st September 2025.

10.05.25 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 and Working Group Reports:
 - 1. Employment Working Group Report.
 - 2. Christmas Lights Working Group Report.
- c) To receive Councillor Updates.

10.06.25 Unitary Councillor's Report

To receive Unitary Councillor's update from Shropshire Council.

10.07.25 Financial Matters.

a) To approve the following invoices for payment:

Country Skills – Grass Cutting (September) - £2,240.00
Cleobury Country – Meeting Room Hire (August - September) - £57.60
Rialtas Business Solutions – installation and upgrading accounts - £798.00
Prysmian – Supply of labels - £ 84.00
Morris Bufton – service and repair to leaf blower - £97.81
PKF Littlejohn LLP – External Auditor's Fee - £504.00
Market Hall Trust – Room Hire (September) – 25.00
Cleobury Gardeners – Annual Insurance for Allotments - £605.23

- The Range – Spray - £31.98
Survey Monkey – Annual Fee - £408.00
Bufton – Strimmer wheels £26.00
Workplace Depot – Trailer ramps - £91.18
Amazon – Office supplies and equipment - £131.96
Lloyds Bank – Petty Cash top up - £200.00
WHSmith – Stationery - £17.89
Tools Today – Chainsaw trousers, padlock - £222.05
Cleobury Café – Refreshments - £26.20
Mumfords – Tools and office equipment - £116.53.

- <https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3D2FRFJTDKNV00&data=05%7C02%7Ccouncil%40cleobury.org.uk%7C6b5e654098d74d5f710a08ddf54f1387%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C638936442168716661%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIlwLjAuMDAwMCIslAIiOiJXaW4zMlslkFolJoiTWFpbGlldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=vBI2kssW1XGUyaksNH4%2F4cCUvYfx%2FJqLkSb%2FydelejU%3D&reserved=0>

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