



Date Posted: 28th October 2025.

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Monday 3rd November 2025, 6.30pm** at the Cleobury Country Centre, 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.

11.01.25 Apologies for absence.

To receive apologies and reasons for absence.

11.02.25 Co-option of new councillors.

To consider co-option of new councillors and receive their Declarations of Acceptance of Office.

11.03.25 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.

11.04.25 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).

11.05.25 Minutes of the Town Council Meeting held on Monday 6th October 2025.

To approve the Minutes of the Town Council meeting held on Monday 6th October 2025.

11.06.25 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. Christmas Lights Meeting Report and to consider use of flag pole for lights – Cllr James.
 - 2. Employment Working Group Report – Cllr Burns.
 - 3. Cleobury Sports Centre Meetings Report – Cllr Abbatiello.
 - 4. Finance Committee Report – Cllr Hainsworth.
 - 5. Youth Forum Visit Report – Cllr Smith.
 - 6. Memorial Oaks Project Interim Report – Mr Smith, Tree Warden.
- c) To receive Councillor Updates.

11.07.25 Unitary Councillor's Report

To receive Unitary Councillor's update from Shropshire Council.

11.08.25 Financial Matters.

a) To approve the following invoices for payment:

Country Skills – Grass Cutting (October) - £1,120.00
TS Shropshire Ltd – CCTV upgrades and replacement equipment - £6,039.42
Cleobury Country – Meeting Room Hire (October) - £57.60
Wicksteed – Replacement parts for Play Area gate - £27.46
Sciotech – Secure document disposal - £7.20
Prysmian – Christmas Lighting additional socket & repair to Childe Road streetlight - £599.86



b) To approve debit card payments made since the last meeting:

Medisave – Defibrillator spares - £167.99
Shropshire Council – Green Bin Permit - £56.00
Amazon – Office and maintenance equipment - £169.68
Glasdon – Bin accessories - £28.33
Morris Bufton – Strimmer Cord - £10.95
Screwfix – Maintenance supplies - £111.97
Hire Equipment (Ludlow) - Cherry picker for assessing flag pole - £120.00
Viking – Stationery - £38.73
Hands-on-Printing – Printing for public meeting - £16.00
Midlands Co-op – Petty Cash top-up - £200.00.

c) To consider the following S.137 payment:

South Shropshire Youth forum – Outreach Work - £3,000.00

d) To note income received:

Bank Interest - £13.07
Cemetery Receipt - £350.00

e) To consider purchasing business cards for councillors and officers.

f) To review and approve the proposed consultation regarding the budget for 2026/2027.

11.09.25 Planning Matters.

a) New Planning Applications:

1. Reference: 25/03664/ADV (validated: 13/10/2025)

Address: Kings Arms, Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BS
Proposal: Erect and display one hanging sign with trough light, one amenity sign, sign written gable with one flood light, two lantern lights
Applicant: MS Concept Signs (C/o Agent).

View online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3D%3DT3EY3RTDL3J00&data=05%7C02%7C%7Ccouncil%40cleobury.org.uk%7Ca520a7d22bc6475eddc08de0a868e1b%7C6bffa838ad92549829348f978244b4b3e%7C0%7C0%7C638959770197260064%7CUnknown%7CTWfPbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUslYiOiIwLjAuMDAwMCIslIAiOiJXaW4zMlslkFOljoITWfPbCislldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=jMwMWAAdm8G2coFpdkpwSqV89QFoKKu00qmdDK4hgZ4%3D&reserved=0>

2. Reference: 25/03706/LBC (validated: 13/10/2025)

Address: Kings Arms, Church Street, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BS
Proposal: Listed Building consent for 1No hanging sign with trough light, 1No amenity sign, sign written gable with 1No flood light, 2No lantern lights
Applicant: Ms Concept Signs (Kings Arms Church Street, Cleobury Mortimer, DY14 8BS).

View online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3D%3DT3IO06TDL6200&data=05%7C02%7C%7Ccouncil%40cleobury.org.uk%7Ca520a7d22bc6475eddc08de0a868e1b%7C6bffa838ad92549829348f978244b4b3e%7C0%7C0%7C638959770197294760%7CUnknown%7CTWfPbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUslYiOiIwLjAuMDAwMCIslIAiOiJXaW4zMlslkFOljoITWfPbCislldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=MXNjNlQkmXv2UIGQ7j8bpi9VMYr0yTIFAZZWEEhRleE%3D&reserved=0>

3. Reference: 25/03725/FUL (validated: 06/10/2025)

Address: Mill Bank, 5 Tenbury Mead, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8RF
Proposal: Erection of a detached single garage
Applicant: Mr. G. McCulloch (5 Tenbury Mead, Cleobury Mortimer, Shropshire, DY14 8RF).



View online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3DT3KI68TDL6Y00&data=05%7C02%7Ccouncil%40cleobury.org.uk%7Ca520a7d22bc6475eddc08de0a868e1b%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C638959770197315533%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMilslkFOljoITWFpbCIsIlIdUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=UQCBiJwZ47JbtuxtTcb0o0L62SselMgaq3sO6pfsRAI%3D&reserved=0>

b) Planning Appeal:

1. 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)
Applicant: Mr D McGindley.

c) Planning Decisions (For Information Only):

1. Reference: 25/02537/FUL
Address: 4 Lion Lane, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8QD
Proposal: Erection of part single storey part two storey rear extension, single storey front extension and detached garage, replacement of hanging tiles with cladding to front elevation, replacement windows/fascia, application of render, installation of 15No roof mounted solar panels to principal roofline
Decision: Grant Permission.
2. Reference: 25/03015/TCA
Address: 38A Lower Street, Cleobury Mortimer DY14 8AB
Proposal: Fell 1no. multi-stemmed Leylandii within Cleobury Mortimer Conservation Area.
Decision: Consent by Right – Trees.
3. Reference: 25/03418/TCA
Address: 6 Lion Lane, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8QD
Proposal: Reduce to height of hedge and cut back overhang from roadside of group of Sycamore (G1) within Cleobury Mortimer Conservation Area
Decision: No Objection.

11.10.25 Memorial Bench Applications

To review and approve Memorial Bench applications for the Playing Field and Cemetery.

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

The next Town Council meeting will be held on Monday 1st December 2025 at 6.30pm.

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 items 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 items 12 - 13.

11.12.25 Employment Matters – Cllr Burns.

To discuss current employment matters.

11.13.25 Playing Field update - Cllr Abbatiello

To discuss update from Shropshire Council.