



**Date Posted: 6<sup>th</sup> May 2025.**

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL Annual** meeting to be held on **Monday 12<sup>th</sup> May 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.**

**05.01.25 To elect the Chair and to receive the signed Declaration of Acceptance of Office.**

**05.02.25 To elect the Vice Chair and to receive the signed Declaration of Acceptance of Office.**

**05.03.25 Apologies for absence.**  
To receive apologies and reasons for absence.

**05.04.25 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.*

**05.05.25 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).*

**05.06.25 Minutes of the Town Council Meeting held on Monday 7<sup>th</sup> April 2025.**  
To approve the Minutes of the Town Council meeting held on Monday 7<sup>th</sup> April 2025.

**05.07.25 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. Festival Working Group Report.
- c) To receive Councillor Updates.

**05.08.25 Unitary Councillor's Report**  
To receive Unitary Councillor's update from Shropshire Council.

**05.09.25 Annual Review of Council Procedures and Committees**

- a) To review councillors' roles on Committees and Working Groups, confirm appointments to External Organisations and Charities.
- b) To set the dates of the Town Council meetings for the forthcoming year.



**05.10.25**

**Financial Matters.**

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

Cleobury Country – Meeting Room Hire (April) - £90.00  
SALC – Annual Affiliation Fees - £1,536.17  
Country Skills – Grass Cutting (April) - £2,240.00  
S Dolphin – Administration Support - 340.00  
Market Hall Trust – Office Rent/Room Hire (April - June) - £525.00  
Institute of Cemetery Management – Annual Membership - £105.00

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

Viking – Toilet, office and maintenance supplies - £257.59 (Debit Card)  
Amazon – Maintenance and PPE supplies - £35.68 (Debit Card)  
Eco Green Communities – Dog Waste Bags - £251.64 (Debit Card)  
Amazon – Spray - £17.76 (Debit Card)  
Big Dug – Workbench - £248.34 (Debit Card)

**c) To consider the following S.137 payment:**

Market Hall Trust – Laptop Computer - £500.00

**d) To note income received:**

Bank Interest - £37.47  
Cemetery Receipt - £1,675.00  
HMRC – VAT Refund (2023-24) - £13,985.40  
Rugby Club – Playing Field Hire - £200.00.  
Shropshire Council - Precept - £195,000.00

**e) Environmental Maintenance Grant**

- i) To confirm the grant money spent last year was in accordance with the grant terms.
- ii) To approve the grant application for 2025-26.

**05.11.25**

**Planning Matters.**

**a) New Planning Applications:**

1. Reference: 25/01230/FUL (validated: 28/03/2025)

Address: 7 Langland Road, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8EH

Proposal: Application of brick cladding to three elevations at ground floor level

Applicant: Mr Ian Taylor (Dhustone House, Clee Hill, Ludlow, SY8 3PH).

View online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3DSTSQ9MTDQWA00&data=05%7C02%7C0council%40cleobury.org.uk%7C8d1cb9e25a7400b751008dd76cb69ca%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C638797338218364816%7CUnknown%7CTWFPbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUslYiOilwLjAuMDAwMCIsIAiOiJXaW4zMlslkFoljoiTWFPbClslldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=jqc3fsHMXJS0YpnrbkK8UA3fxxJSvX5cUtA2Qz8aal8%3D&reserved=0>

2. Reference: 25/01472/PA3MA (validated: 17/04/2025)

Address: Proposed Conversion Of Building At Redthorne Farm, Redthorne Hill, Cleobury

Mortimer, Shropshire

Proposal: Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3)

Applicant: Mr T Poyner (4 Withies Bank, Oretton, Nr Kidderminster, Shropshire, DY14 0TB).

View online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3DSUPZIATDHAZ00&data=05%7C02%7C0council%40cleobury.org.uk%7Cfadbcdce57b416b116408dd7ddde5ab%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C638805114179907298%7CUnknown%7CTWFPbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUslYiOilwLjAuMDAwMCIsIAiOiJXaW4zMlslkFoljoiTWFPbClslldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=8hPmF3vtPCqdy7Si65ML0n3hzw92%2FmOYBqYJzcaHog%3D&reserved=0>



3. Reference: 25/01222/FUL (validated: 24/04/2025)  
Address: Cleobury Mortimer Methodist Church , Lower Street, Cleobury Mortimer, DY14 8BN  
Proposal: Demolition of the existing youth centre and the erection of a rear extension  
Applicant: Mr Mark Greaves (Former Methodist Church, Lower Street, Cleobury Mortimer, Shropshire, DY14 8BN).

View online at:

<https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpa.shropshire.gov.uk%2Fonline-applications%2FapplicationDetails.do%3FactiveTab%3Dsummary%26keyVal%3DSTQW6MTDGVR00&data=05%7C02%7C0council%40cleobury.org.uk%7Cea671ca49a93496fe35b08dd835e1038%7C6bff838ad92549829348f978244b4b3e%7C0%7C0%7C638811162213694041%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMillsIkFOlloiTWVpbGlldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=ReS5Odd1tLkW1eO8FzoJEp0aJv%2B6YnArNwzPswrSill%3D&reserved=0>

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

1. Reference: 24/02158/FUL - Appeal Reference: 24/03303/REF  
Address: Enderby, High Street, Cleobury Mortimer, Shropshire, DY14 8DN  
Proposal: Creation of dwelling and associated garaging on vacant land  
Decision: Appeal Allowed and Planning Permission is granted.
2. Reference: 25/00832/TCA  
Address: Lacon House, 27 High Street, Cleobury Mortimer, Shropshire, DY14 8DQ  
Proposal: Fell one black poplar within Cleobury Mortimer Conservation Area  
Decision: Consent by Right – Trees.

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

The next Town Council meeting will be held on Monday 2<sup>nd</sup> June 2025 at 7pm.

**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 13 - 17.

- 05.13.25 Employment Matters – Cllr Burns.**
- 05.14.25 Market Hall update – Cllr Abbatiello.**
- 05.15.25 Playing Field update – Cllr Burns.**
- 05.16.25 Cemetery plot request – Town Clerk.**
- 05.17.25 Subject Access Request – Town Clerk.**