



Date Posted: 28th April 2026.

To: All Town Council members:

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **Tuesday 5th May 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.

05.01.26 To elect the Chair and to receive their signed Declaration of Acceptance of Office.

05.02.26 To elect the Vice Chair and to receive their signed Declaration of Acceptance of Office.

05.03.26 Apologies for absence.
To receive apologies and reasons for absence.

**05.04.26 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.

05.05.26 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).

05.06.26 Minutes of the Town Council Meeting held on Tuesday 7th April 2026.
To approve the Minutes of the Town Council meeting held on Tuesday 7th April 2026.

05.07.26 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.

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

05.09.26 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 and venue of the Town Council meetings for the forthcoming year.

05.10.26 Financial Matters.
a) **To approve the following invoices for payment:**
Cleobury Clarion Media Ltd – 2025 and 2026 Fees - £360.00
TS Shropshire – Childe Road Repairs - £ 1,561.90
Connexus Homes – St Mary's Place Room Hire - £20.00
Cleobury Country Limited – Meeting Room Hire (April) - £57.60
R Price – Grass Cutting (April) - £2,240.00
Rialtas Business Solutions – Accounting support and maintenance - £252.00
SALC – Annual Affiliation Fees - £1,632.50.
Morris, Bufton & Co. Ltd – Strimmer line - £9.95



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

Amazon – Office Supplies - £21.99 (Debit Card)
Amazon – Maintenance supplies - £19.75 (Debit Card)

c) To consider the following S.137 payment:

Flourish & Nourish – Charity Insurance - £222.45

d) To note income received:

Bank Interest - £3.33
Cemetery Receipts - £725.00
Football Club – Playing Field Hire - £200.00
Shropshire Council - Precept - £234,000.00

e) Environmental Maintenance Grant:

- i) To confirm the grant money spent in 2025-26 was in accordance with the grant terms.
- ii) To approve the grant application for 2026-27.

05.11.26 Planning Matters.

a) To consider new Planning Applications:

1. Reference: 26/01207/TCA (validated: 31/03/2026)
Address: Brookside, Eagle Lane, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8RA
Proposal: Crown lift to approx. 3m from ground 1no. Goat Willow (T1) and re-pollard back to previous points 1no. Goat Willow (T2) within Cleobury Mortimer Conservation Area
View online at:
[26/01207/TCA | Crown lift to approx. 3m from ground 1no. Goat Willow \(T1\) and re-pollard back to previous points 1no. Goat Willow \(T2\) within Cleobury Mortimer Conservation Area | Brookside Eagle Lane Cleobury Mortimer Kidderminster Shropshire DY14 8RA](#)
2. Reference: 26/01306/FUL (validated: 08/04/2026)
Address: 25 Larks Rise, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8JJ
Proposal: Proposed two storey side extension
View online at:
[26/01306/FUL | Proposed two storey side extension | 25 Larks Rise Cleobury Mortimer Kidderminster Shropshire DY14 8JJ](#)
3. Reference: 26/01401/LBC (validated: 22/04/2026)
Address: Spa Barn North East Of Mawley Hall, Cleobury Mortimer, Shropshire
Proposal: Installation of timber gate and gate post, fixing of garden wall to south elevation of barn, installation of CCTV, and associated works.
View online at:
[26/01401/LBC | Installation of timber gate and gate post, fixing of garden wall to south elevation of barn, installation of CCTV, and associated works | Spa Barn North East Of Mawley Hall Cleobury Mortimer Shropshire](#)
4. Reference: 26/01431/VAR (validated: 22/04/2026)
Address: Spa Barn North East Of Mawley Hall, Cleobury Mortimer, Shropshire
Proposal: Variation of Condition 2 of planning permission No. 23/01922/VAR, to allow design changes to previously approved pool house, garden and garden walls, installation of gate and installation of CCTV equipment.
View online at:
[26/01431/VAR | Variation of Condition 2 of planning permission No. 23/01922/VAR, to allow design changes to previously approved pool house, garden and garden walls, installation of gate and installation of CCTV equipment | Spa Barn North East Of Mawley Hall Cleobury Mortimer Shropshire](#)

b) Planning Decisions (For Information Only):

1. Reference: 26/00417/FUL
Address: The Old Bakehouse 46-47 High Street, Cleobury Mortimer, DY14 8DQ
Proposal: Single storey rear extension
Decision: Grant Permission.



-
2. Reference: No: 26/00625/LBC
Address: The Old Bakehouse 46-47 High Street, Cleobury Mortimer, DY14 8DQ
Proposal: Single storey rear extension
Decision: Grant Permission.
 3. Reference: 26/00550/FUL (validated: 19/02/2026)
Address: 7 Orchard End, Cleobury Mortimer, Kidderminster, Shropshire, DY14 8BA
Proposal: Erection of single storey extension to rear elevation
Decision: Grant Permission.

05.12.26 Policies and Procedures

To review and adopt the following updated policies and procedures:

1. Data Protection Policy
2. Overgrown Hedge Procedures.

05.13.26 To consider and approve Tree Survey quotations.

05.14.26 To consider and approve Market Hall replacement window quotations.

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

The next Town Council meeting will be held on Monday 1st June 2026 at 6.30pm.