



**Minutes of the Meeting of Longden Parish Council held on  
Wednesday 3<sup>rd</sup> September 2025 at 7:30pm in Longden Village Hall**

**Present:**

Cllr. Paul Carter – Chairman	Cllr. N Evans	Cllr. P Arnold
Cllr N Ingham	Cllr K Lovegrove	Cllr D Morgan
Cllr R Evans	Cllr C Roberts	Cllr K Roberts

**Also present:** Caroline Higgins, Clerk, two members of the public

**60/2025 Apologies for absence - None.**

**61/2025 Declarations of Interest -** *To receive declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. - None*

**62/2025 Minutes of previous meeting -** It was **RESOLVED**, with two abstentions that the minutes of the extraordinary full council meeting held on 6<sup>th</sup> August 2025 be approved as a true record.

**63/2025 Public Participation (15 minutes) –** Two residents of Lower Common spoke to object to the planning application at The Vinnals, which they believed would lead to increased production levels with associated disruption due to more frequent delivery vehicles at unsocial hours and the consequent damage to local roads.

*The public session closed at 7:45pm and the speakers left the meeting.*

**64/2025 Planning**

**64.1 Planning Applications**

**61.1.1 25/02978/FUL – South of The Vinnals, Lower Common, Longden –** Proposed poultry manager’s dwelling. – The Council noted that the application demonstrates that the business runs satisfactorily at present with the owners living on the adjacent property and fails to justify the need for an additional onsite residence. It was noted that approvals for Longden parish have significantly exceeded the guideline development numbers set out in the SAM.Dev local plan and that the development is proposed in open countryside. The applicants have failed to comply with planning conditions applicable to previous development permissions with respect to the designated route for deliveries and the negative impact on residents’ amenity had been considerable. It was **resolved unanimously to object to the development.**

## 61.2 Planning Decisions

### 61.2.1 25/02471/FUL – Primrose Cottage, Lyth Bank, Shrewsbury-

Refurbishment and extension to an existing residential dwelling; *Permission granted*

### 61.2.2 25/02748/PIP - Land at Rope Walk, Lyth Hill, Shrewsbury – Proposed dwelling, (permission in principle) – *Permission refused*

## 61.3 Neighbourhood Plan

**61.3.1 Revised budget** – The Council approved an updated budget projection showing a predicted final spend above the allocated earmarked reserves and current budget. Most of the costs relate to consultancy and administrative support, with printing costs of the final plan being an estimate. The Council reviewed the plan priorities, which include focusing sites for housing in and around Longden as the most sustainable settlement in the parish.

**61.3.2 Additional reserve allocation** – The Council noted the projected shortfall of £6,000 and **resolved**, with one abstention, to meet those costs in future.

**61.3.3 Withdrawal of Locality Funding** – The Council **noted** the letter from Jula Buckley MP and the response from Matthew Pennycook MP, Minister of State for Housing and Planning explaining the reasons for withdrawal of funding to parishes, which have access to their own funds whilst continuing to fund planning authorities to undertake examinations and referenda of Neighbourhood Plans. The Government remains of the view that neighbourhood plans can play an important role in the planning system.

## 62/2025 Highways

**62.1 Longden 20mph School Scheme** – Due to delays in sourcing specialist equipment, the scheme has been rescheduled to start in the October half-term holiday. The Chairman had written an article for the parish newsletter to publicise the scheme to residents.

**62.2 Relocation of Longden VAS** – The Council **resolved** to approve the connection of the 2-directional Vehicle Activated Speed sign to the parish streetlight column in Hook-a-gate and accept the additional extra cost of electricity to power it. It further **resolved** to approve a contribution towards the cost of the transfer and connection of up to £5,000 should it be required and provisionally allocated this sum from CIL Neighbourhood Funds.

**62.3 Convex mirror for Longden** – Following a proposal by Cllr Arnold it was **resolved** to request a quote from Shropshire Council for the installation of a double-sided mirror on a post opposite the access to the Longden shop.

## 63/2025 Streetlight Electricity Contract

**63.1** The Council noted the changes to billing due to regulatory changes, as detailed in the Clerk's report

**63.2** The Council retrospectively approved the letter of authority allowing a utility broker to seek quotes for a new unmetered supply contract on a no obligation basis.

**63.3 Unmetered supply contract** – The Council **noted** the limited range of suppliers for unmetered supplies. It **resolved** to delegate authority to the Clerk, in consultation with the Chairman seek additional quotes and to accept the best value quote for an appropriate period of time.

#### **64/2025 Play Areas**

**64.1 Annscroft Path** – The Council approved the recommended allocation of £5,500 CIL Neighbourhood Funds to cover the cost of extending the path to the top of the field, a total of 185m.

**64.2 Play Area Inspections** – The Council noted the resignation of a volunteer inspector and the importance of keeping written records of inspections for compliance with insurance requirements. The Council agreed to approach another resident to take on the role.

**64.3 Tree Survey** – The Council **noted** it had a responsibility to regularly inspect trees on its land for safety reasons. It was recommended that an inspection of the trees at Annscroft play area be arranged by a suitably qualified arboriculturist. It was **resolved** to seek quotes from local tree surgeons for consideration by the Council.

#### **65/2025 Local Nature Recovery Strategy**

**65.1** Cllr Morgan gave an update on the creation of a new wildflower meadow on the grassed area at Longden crossroads. The grass has been close-cut by volunteers and signs put up to explain the project to residents. Yellow rattle seed has been spread, and wildflower plug plants obtained although it has been too dry to plant these over the summer. A second working party has been working at Lyth Hill where a meadow was planted by volunteers last summer.

**65.2 Cluster model for consideration** – Cllr Morgan reported that the informal cluster arrangement with Bayston Hill and Pulverbatch was working well and suggested the model circulated with the agenda was likely to be dominated by Shrewsbury Town Council. It was **resolved** not to sign up to the model at this time.

#### **66/2025 Finance**

**66.1 National Pay Negotiation Settlement** – The Council **noted** the agreement of a pay award applicable to Council staff, effective from 1 April 2025 and that new pay scales had been backdated accordingly.

**66.2 Conclusion of Audit** – The Council **noted** that the External Auditor had identified no areas of concern and had issued an Audit Certificate that had been published on the website together with the notice of Conclusion of Audit in

accordance with the Accounts and Audit Regulations 2015 (SI 2015/234). Copies of the AGAR will be made available for purchase by the public for 50p per copy and will be available on the website for a minimum of 5 years.

### 66.3 Payments for approval

The Council approved the following payments, which included retrospective approval of payments made in August to avoid late payment charges.

Longden Parish Council										
PAYMENTS (AWAITING AUTHORISATION) LIST										
6 August 2025 (2025-2026)										
This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.										
Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
		31/07/2025 - 29/08/2025			Confidential			1,466.01		1,466.01
49	Street Light Electricity	30/06/2025	CB1 Community Accr	Balance of invoice	Electricity for street lighting	SSE	L	7.93	0.40	8.33
44	Bank Charges	28/07/2025	CB1 Community Accr		Bank charges	Lloyds Bank	X	4.25		4.25
48	Street Light Electricity	31/07/2025	CB1 Community Accr		Streetlight electricity	SSE	L	132.43	6.62	139.05
57	Mileage/Travel	06/08/2025	CB1 Community Accr	July / Aug expens	Clerk's expenses	Employee 3	X	27.90		27.90
47	Play area inspections & repairs	06/08/2025	CB1 Community Accr	Cradle swing pillar	Play equipment spares	Sutcliffe Play	S	10.55	2.11	12.66
51	IT support & licenses	06/08/2025	CB1 Community Accr		IT support	Cloudy Group Ltd	S	74.40	14.88	89.28
53	Grounds maintenance	06/08/2025	CB1 Community Accr	July grass cutting	Grounds maintenance	Boyd's Groundcare	X	58.00		58.00
57	Office Expenses	06/08/2025	CB1 Community Accr	July / Aug expens	Clerk's expenses	Employee 3	X	11.99		11.99
45	Training	06/08/2025	CB1 Community Accr	Councillors Need to	Councillor Training	SALC	Z	40.00		40.00
46	Training	06/08/2025	CB1 Community Accr	Fundamentals for C	Councillor Training	SALC	Z	40.00		40.00
50	Play area equipment	06/08/2025	CB1 Community Accr	Playground signs	Sign making	SJF Printing	S	66.00	13.20	79.20
52	Training	06/08/2025	CB1 Community Accr	DM & NI	Councillor Training	SALC	Z	320.00		320.00
54	Work from home allowance	29/08/2025	CB1 Community Accr	August payroll	Clerk's salary	Employee 3	X	26.00		26.00
<b>Total</b>								<b>2,285.46</b>	<b>37.21</b>	<b>2,322.67</b>

**66.4 Bank reconciliation** – The Council approved a bank reconciliation showing a balance in all accounts of £163,266.67, including earmarked reserves of £92,452.33.

**66.5 CIL Allocations** – The Council reviewed the summary of CIL Neighbourhood Fund allocations and confirmed the recommended allocation of £5,500 for the Annscroft path and provisional allocation of £5,000 for relocation of the Longden VAS to Hook-a-Gate, leaving an unallocated balance of £21,046.51.

**67/2025 Training** – The Council approved attendance by Cllr Morgan at Finance for Councillors training on 23<sup>rd</sup> October.

### 68/2025 Reports

**68.1 Chair's report** – Cllr Carter reported he had met with the Clerk and the former volunteer play area inspector to review some maintenance issues identified at Annscroft Play Area. He had spoken with the local hedge cutter to explain the route of the new path and arranged for the foot of the hedge to be cut back in advance of the work and to add this to the annual hedge cutting bill later in the year. He had submitted an article to the parish magazine to publicise the new path and had checked the defibrillator at Longden Common.

**68.2 Shropshire Councillor's Report** – Cllr R Evans reported that Shropshire Council's Quarter 4 figures will be published the next day and will highlight the difficult financial position. The Council will review its planning strategy documents at the next meeting.

### 68.3 Councillors' Reports

**68.3.1 Cllr Lovegrove** reported an oak tree lost a bough onto the public footpath between Little Barnyard and the school. She reported it to Shropshire Council's Rights of Way team who responded the same day. The timber was retained by the school which is likely to be charged for the tree work.

**68.3.2 Cllr K Roberts** reported a vehicle has hit the litter bin on Redhill lay-by. He will check it for safety and report to Shropshire Council if necessary. **Cllr C Roberts** suggested that the council considers replacing all the open litter bins with covered ones, if allowed by Shropshire Council. It was **resolved** to seek permission from Shropshire Council.

**68.3.3 Cllr N Evans** reported damage to the new wall built at the entrance to the development site at Redhill which had been identified for removal. He agreed to speak to the developer to confirm when the wall will be taken down.

**68.3.4 Cllr D Morgan** reported a fallen tree limb on Lyth Bank to Shropshire Council who sent a contractor to remove it. Damage was caused to an internet cable which has resulted in the loss of connection to some properties.

*At 9:30pm it was RESOLVED to suspend standing orders to enable the remaining business on the agenda to be dealt with.*

**68.3.5 Cllr P Arnold** reported some excavations had been dug near the brook to create lagoons on private land to retain flood waters. Work had not started to unblock the drains in the highway.

**68.3.6 Cllr N Ingham** reported that the hedges by the flats in Longden were getting overgrown. **Cllr Lovegrove** offered to contact the landlord and request maintenance.

**68.3.7 Cllr R Evans** reported ongoing issues with a pothole at Chaney Plough, Exfords Green. It was **resolved** that the Clerk requests urgent action by Shropshire Council.

**68.4 Clerk's Report** – The written report circulated with the agenda was **noted**.

## **69/2025      Consultations and Correspondence**

**69.1 PCC Town & Parish Council Survey** – It was **resolved** to delegate authority to the Chairman to respond on the Council's behalf.

**69.2 Memorandum of Understanding between Shropshire Council and the Parish Council** – It was agreed to defer discussion on this item pending further information and clarity.

**70/2025      Date of next meeting** – 1<sup>st</sup> October 2025 (*Post meeting note – due to the meeting room being unavailable, the meeting has been postponed to 8<sup>th</sup> October 2025, at Longden Village Hall, 7:30pm*).

**71/2025 Exclusion of the Press and Public - It was *UNANIMOUSLY RESOLVED* that the press and public be excluded from the meeting to allow for the discussion of confidential staff matters.**

**72/2025 Review of staff hours for Neighbourhood Plan – It was **resolved** that the Council continues to pay for three additional staff hours to support the Neighbourhood Plan until further notice.**

*The meeting closed at 9:50pm*