



## **Minutes of the Meeting of Longden Parish Council**

Held on Wednesday 7<sup>th</sup> January 2026 at 7:30pm in Longden Village Hall

### **Councillors present:**

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

Also present: Caroline Higgins, Clerk

**118/2025 Apologies for Absence –** None, all present

**119/2025 Declarations of Interest –** None

**120/2025 Minutes of Previous Meeting –** It was proposed by C Roberts that the word 'hanging' be removed from minute 112.1.2. This was RESOLVED, then the amended minutes of the Full Council meeting held on 3<sup>rd</sup> December 2025, were unanimously approved as a true record.

**121/2025 Public Participation –**

**121.1** No public present.

**121.2** No police report had been received.

**122/2025 Planning**

**122.1 Planning Applications –** The Council considered three applications that had been deferred from the previous meeting to give the applicants an opportunity to make a representation to the Council should they wish to do so. No applicants were present at the meeting.

122.1.1 25/03949/PAAFC - **Moat Hall Farm, Annscroft**; Application under Schedule 2, Part 3, Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the prior approval for the change of use of agricultural buildings to a flexible use falling within Class E; It was noted that no information had been provided as to the intended use of the building and that Class E provides for a wide range of activities. The Council raised no objections in principle but made a recommendation that a condition be

Signed \_\_\_\_\_ Date \_\_\_\_\_



applied to require any such use to be connected to the existing businesses operating from Moat Hall Farm, to protect the amenity of residents.

122.1.2 25/04178/FUL and 25/04179/LBC **Welbatch Farm, Hook-a-gate**; Proposed rear and side extension, internal alterations and changes to windows and doors; The Council resolved to make NO COMMENT.

**122.2 Planning Decisions** – It was noted that application 25/03263/FUL, Land west of **Greenacres, Annscroft** had been *granted permission* for the erection of two self-build dwellings with garages.

**122.3 Neighbourhood Plan** – Cllr Arnold reported that the next meeting of the steering committee had been deferred until 12<sup>th</sup> January 2026. NI had prepared a response to the Supplementary Planning Document consultation on the design of housing which would be reviewed by the Steering Committee.

### **123/2025 Highways**

**123.1 ANPR Camera Proposal** – The Council considered a report detailing the results of a site survey held on 17<sup>th</sup> December and agreed to attend a remote demonstration of the live system on 21<sup>st</sup> January at 4pm.

### **124/2025 Play Areas**

**124.1 Annual Play Area Inspection reports** – The Council noted that the grass safety mats at Annscroft had become clogged and uneven. It was agreed to add relaying and fixing the mats to the specification for play area improvements. It was agreed to seek quotes for repainting the play equipment where necessary and to purchase a supply of caps to replace missing ones as required. The council considered removal of the goals, which had been identified as loose in their fixings and in need of welding and painting. It was agreed to consult with residents about the amount of use before deciding whether to repair or remove the goals.

The Council is still seeking volunteers to undertake routine weekly inspections and are trialing an electronic reporting system.

**124.2 Annscroft Play Area Development** – Cllr C Roberts tabled a draft Invitation to Tender document for the supply of new play and fitness equipment. Some amendments were suggested, including the inclusion of the available



budget and provision of time for consultation with residents on the designs submitted. A revised draft will be brought back to Council for approval.

**124.3 Annscroft Play Area Tree Survey** – The arboricultural report makes recommendations for the removal of ivy from a number of trees and for the removal of a dying tree. Completion within 12 months is recommended and the Clerk was authorized to seek quotations for the work required in the appropriate season. It is recommended that the survey be repeated every 4 years unless use of the site increases.

### 125/2025 Environmental Maintenance

**125.1 Hook-a-gate Village Signs** - No further information available, deferred.

### 126/2025 Finance

**126.1 Payments** – The following payments were approved.

Longden Parish Council											6 January 2026 (2025-2026)
PAYMENTS (AWAITING AUTHORISATION) LIST											
<i>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.</i>											
Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
	Staff costs	30/01/2026 - 30/01/2026				Confidential			1,359.53		1,359.53
103	Play area inspections & repairs	10/12/2025		CB1 Community Acc	Longden Play area	Play area inspections	Shropshire Council	S	416.00	83.20	499.20
104	Play area inspections & repairs	10/12/2025		CB1 Community Acc	Annscroft Play area	Play area inspections	Shropshire Council	S	416.00	83.20	499.20
105	Bank Charges	28/12/2025		CB1 Community Acc		Bank charges	Lloyds Bank	X	4.25		4.25
107	IT support & licenses	07/01/2026		CB1 Community Acc		IT support	Cloudy Group Ltd	S	74.40	14.88	89.28
113	Mileage/Travel	07/01/2026		CB1 Community Acc	December expense	Clerk's expenses	Employee 3	X	15.30		15.30
109	Grounds maintenance	07/01/2026		CB1 Community Acc	Annscroft PA	Moss treatment	Boyd's Groundcare	X	85.00		85.00
106	Tree survey	07/01/2026		CB1 Community Acc		Tree survey	Llanerch Arboriculture	X	400.00		400.00
110	Work from home allowance	30/01/2026		CB1 Community Acc	January Payroll	Clerk's salary	Employee 3	X	26.00		26.00
108	Compliance with legislation	11/02/2026		CB1 Community Acc	Annual Fee	Data protection fee	Information Commissioner	X	47.00		47.00
<b>Total</b>									<b>2,843.48</b>	<b>181.28</b>	<b>3,024.76</b>

**126.2 Bank Reconciliation** – A bank reconciliation showing an adjusted balance of £128,477.36 was noted and approved.

### 126.3 Budget Recommendation –

**126.3.1** The Clerk recommended a revised budget of **£47,881**, based on the recommendations of the Finance Committee with the addition of a £500 budget for tree works as recommended at Annscroft Play Area.

**126.3.2 ANPR Project** – It was acknowledged that a decision on whether to proceed with an ANPR camera had not yet been made but provision had again been made within the budget for a contribution towards a major traffic calming





Council has also published a People Plan to try to improve morale and staff retention.

**127.2 Clerk's Report** – The Clerk summarised her written report and added that a road closure has been announced at Lyth Hill/Little Lyth in the next financial year for resurfacing work. The dates have not yet been provided.

**127.3 Chair's Report** – Cllr Carter reported his attendance at the SALC Area Committee meeting which discussed devolution of services. Little detail is available but four town councils are running pilot schemes, (Oswestry, Broseley, Shrewsbury and Shifnal). Some funding has been provided by Shropshire Council for the pilots but no future funding is guaranteed.

He reported that concrete bases have been installed in preparation for new litter bins.

#### **127.4 Councillors' Reports**

Cllr K Roberts reported that the oak tree planted to mark the Queen's Jubilee is establishing well and proposed removal of the mesh. It was agreed to leave a short length to protect against rabbits.

Cllr K Lovegrove expressed concern about the number of new signs, which can be distracting. These are necessary for the 20mph school scheme. Cllr P Arnold reported a 20mph sign which he thought was in the wrong place.

Cllr N Evans reported a letter from a resident complaining that his pothole report on Fix My Street had been incorrectly recorded. (Clerk to check pothole has been correctly reported).

He also reported that the wall at Redhill has been cut back, reducing the visual distraction for oncoming vehicles.

Cllr P Arnold reported that the two dead cherry trees have been removed by Shropshire Council. He requested a follow-up on the request for a quote for a mirror post. He reported that Manor Lane road surface is continuing to deteriorate.

Cllr D Morgan reported problems with empty grit bins at Lyth Hill. Some had been refilled since they were reported on Fix My Street but one was broken, which resulted in the grit getting wet and hard to use. (DM to report broken grit



bin). He also asked what the arrangements are for ploughing heavy snow, which is predicted later in the week. (Clerk to ask Highways supervisor for information).

Many trees have been removed from the garden of Spring Cottage, causing considerable local concern but this does not infringe the planning conditions as prior approval is not required. An excavator has been told it cannot use the bridleway for access.

### **128/2025 Consultations –**

**128.1 Shropshire Council – Design of Dwellings, Supplementary Planning Documents** – Cllr N Ingham summarised his comments on the draft document, which were largely positive, if longwinded. He was thanked for his efforts in reviewing the document and encouraged to submit his comments by 14<sup>th</sup> January 2026.

**128.2 Shropshire Council Budget** - Consultation open until Friday 16<sup>th</sup> January 2026. Members encouraged to respond in their personal capacities.

**128.3 Severn Valley Water Management Scheme** – Consultation open and a number of events arranged. Details circulated to members by email.

**129/2025 Date of Next Meeting** – ANPR meeting – 21<sup>st</sup> January 2026, 4pm

Full Council Meeting - Wednesday 4<sup>th</sup> February 2026 at Longden Village Hall.

*Meeting closed at 9:25*