



**Longden
Parish
Council**

February Agenda Full Council

**Chairman; Paul Carter,
01743 719254**

**Clerk; Caroline Higgins
07759 490113**

Councillors Arnold, Carter; Evans N, Evans R, Ingham, Lovegrove, Morgan, Roberts C & Roberts K

You are summoned to attend the Full Parish Council meeting on Wednesday 4th February 2026 at 7:30pm at Longden Village Hall.

- 1. Apologies** – To receive apologies and reasons for absence
- 2. Declarations of Interest** – To receive declarations of interest in matters under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
- 3. Minutes** - To approve the draft minutes of the Full Council meeting held on 7th January 2026, (Appendix A, attached)
- 4. Public Participation – 15 minutes maximum –**
 - 4.1 To allow members of the public to speak, at the Chairman’s discretion.
 - 4.2 To receive a police report (*if available*)
- 5. Planning**
 - 5.1 Planning applications –**
 - 5.1.1 Reference: 26/00065/OUT: **Proposed Dwellings to The West Of Hanley House**, Hook-a-gate, Shrewsbury, Shropshire: Outline application for the erection of two dwellings with access. View online at: [Hanley House Link](#)
 - 5.1.2 Reference: 25/04895/FUL : **Proposed Holiday Accommodation At, Lyth Hill**, Shrewsbury, Shropshire : Change of use of land for the stationing of 2No shepherds huts for holiday purposes
View online at: [Rope Walk Link](#)
 - 5.1.4 To consider any applications validated since the publication of the agenda
 - 5.2 Planning Decisions**
 - 5.2.1 To note any planning decisions notified since the publication of the agenda.
 - 5.3 Neighbourhood Plan – Update – Cllr P Arnold**
- 6. Highways –**
 - 6.1 ANPR Camera proposal** – To review the online demonstration and consider whether to proceed in principle with an ANPR camera system.
 - 6.2 If deciding to proceed, to **establish a working group** to make recommendations as to the preferred camera type and location, apply for membership to Safer Speeds Shropshire and draw up a project plan.
 - 6.3 Convex Mirror & Post for Longden Shop** – To receive a quotation from Shropshire Council Highways and consider any action.
- 7. Play Areas**
 - 7.1 Annscroft Play Area Development –**
 - 7.1.1 To consider recommendations and approve a revised tender document for the supply and installation of new play and fitness equipment by the Play Area working group (PC/CR) – (Appendix B attached)
 - 7.1.2 To review funding allocation
 - 7.2 Play area inspections & maintenance** – consider extent of painting required and supply of paint colours
 - 7.3 Woodland Trust Community Tree Scheme** – To consider requesting a hedge pack of 30 native species if volunteers can be found to plant them



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- 8. Policing Priorities** – To review and confirm priorities for the first quarter of 2026, (current priorities; Speeding, Anti-social behaviour and Thefts from farms)
- 9. Environmental maintenance –**
 - 9.1 Hook-a-gate village signs –**
- 10. Reports** (Chair, Shropshire Councillor, Clerk and Councillors) – Clerk’s report attached as Appendix D
- 11. Consultations & Correspondence**
 - 11.1 NPPF Consultation**
- 12. Finance**
 - 12.1 Payments for approval** (to follow) –
 - 12.2 Bank Reconciliation** (to follow)
 - 12.3 Internal Controls** – To appoint an Internal Checker and set a date to review accounts and procedures with the Clerk
- 13. Review and adoption of draft IT Policy** – *To ensure compliance with Assertion 10 at year end the Council is required to adopt an IT policy. The attached draft is based on the most recent NALC template, adapted for Longden Parish Council – (Appendix C attached)*
- 14. Exclusion of the Press and Public** - In accordance with the Public Bodies, Admission to Meetings Act (1960) to exclude the press and public on the grounds that the following items may reveal confidential information.
 - 14.1 Review and renewal of IT Support Contract** – To consider a recommendation that the IT Support Contract be renewed for 12 months. *(Confidential report attached for members only)*
 - 14.2 Renewal of grounds maintenance contract** – To consider a recommendation that the grounds maintenance contract be renewed for another year *(See confidential report)*
 - 14.3 Removal of ivy, Annscroft Play Area** – To receive and consider a quotation for pruning ivy from trees as per the tree survey recommendations and additional works as identified in the report. *(See confidential report)*
- 15. Dates of next meetings –**
 - 15.1 Full Council Wednesday 4th March 2026 at Longden Village Hall – 7:30pm**
 - 15.2 Full Council Wednesday 1st April 2026 at Longden Village Hall – 7:30pm**
 - 15.3 Annual Parish Meeting Wednesday 22nd April 2026 – to include consultation on proposals for new play equipment at Annscroft – **Annscroft Church Vestry – 6pm public consultation, 7pm Parish meeting.****

Signed

Caroline Higgins, Parish Clerk