



**Longden  
Parish  
Council**

## May Agenda Annual Council Meeting

**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 Annual Parish Council meeting on Wednesday 6<sup>th</sup> May 2026 at 7:30pm at Longden Village Hall.**

1. **Election of Chairman** - *The elected Chairman shall sign a Declaration of Acceptance of Office in the prescribed form before taking the Chair.*
2. **Election of Vice Chairman**
3. **Apologies**
4. **Declarations of Interest** – *In accordance with the Council Code of Conduct members shall withdraw from any discussion or vote in which they hold a disclosable pecuniary interest and update their interests' declaration as appropriate.*
5. **Public Participation – 15 minutes maximum**
6. **Minutes** - Full Council meeting held on 1<sup>st</sup> April 2026 (*Appendix A*)
7. **Committee Minutes** – *To approve and adopt the draft minutes of the Planning Committee meeting held on 8<sup>th</sup> April 2026 (Appendix B)*
8. **Planning**
  - 8.1 **Planning applications –**
    - 8.1.1 26/01224/FUL: Romana, Stapleton Common, Longden, Shrewsbury, Shropshire, SY5 8HE : First floor extension and garage conversion.  
View online at: [Romana link](#)
    - 8.1.2 26/01323/FUL : Pool Leasowes, Longden Common Lane, Longdon Common : Proposed porch alterations including internal changes : View online by clicking [Pool Leasowes Link](#)
    - 8.1.3 To consider any applications validated since the publication of the agenda
  - 8.2 **Planning Decisions** – To note the following planning decisions:
    - 8.2.1 26/00833/FUL: **13 Old Coppice, Lyth Hill, Lyth Bank**; Decision, *Grant permission*
    - 8.2.2 26/00547/FUL: **9 Old Coppice, Lyth Hill**; Decision: *Grant permission*
9. **Highways –**
  - 9.1 **Convex Mirror & Post for Longden Shop** – Update – P Carter
10. **Street furniture** – To consider replacement of another noticeboard and any refurbishment of existing street furniture required.
11. **Play Areas**
  - 11.1 **Play area inspections & maintenance** – To consider report of damage to bench at Annscroft Play Area and consider removal or repair as a variation to play area development proposals (*see item 22*)
  - 11.2 **Inspection arrangements 2026-27** – To consider appointment of Shropshire Council to undertake monthly and annual play area inspections – (*Price list Appendix C*)
  - 11.3 **Bulb planting** – To approve a budget for bulb planting at Annscroft play area
12. **Environmental maintenance Grant** – to confirm expenditure on 2025-26 grant in accordance with the grant conditions and approve an application for up to £1000 grant from Shropshire Council in 2026-27, (matched funding required) – (Report to follow)
13. **Insurance Renewal** - To approve the renewal of the Council's insurance policy, which is covered by an ongoing 3-year Long Term Agreement and approve the automatic renewal to ensure continuity of cover – *Schedule and renewal quote to follow*



**Longden  
Parish  
Council**

## May Agenda Annual Council Meeting

**Chairman; Paul Carter,  
01743 719254**

**Clerk; Caroline Higgins  
07759 490113**

- 14. Review of delegation arrangements to committees and staff** (*Draft - Appendix D*)
- 15. Review of Terms of Reference for Committees** (*Combined document Appendix E*)
- 16. Review of Committee memberships –** (*Current memberships listed at Appendix F*)
- 17. Review of Standing Orders and Financial Regulations** (*Appendix G & H*)
- 18. Review of subscriptions to SALC/NALC and SLCC**
- 19. Finance**
  - 19.1** Payments for approval (list to follow)
- 20. Reports** (Chair, Shropshire Councillor, Clerk and Councillors) – Clerk's report to follow
- 21. Dates of next meetings** – To approve the dates of the ordinary meetings for the rest of the year (Appendix I) **Next meeting 3<sup>rd</sup> June 26, 7:30pm**
- 22. Exclusion of the press and public** – In accordance with the Public Bodies, Admissions to meetings Act 1960, to consider a motion to exclude the press and public on the grounds the following item may reveal commercially sensitive information
- 23. Award of Contract for Play Area Development** – To consider the outcome of the recent public consultation and award the contract for the supply and installation of play and gym equipment to a suitable supplier.

Signed  
Caroline Higgins, Parish Clerk