



Minutes of the Meeting of Longden Parish Council

Held on Wednesday 6th May 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

1/2026 Election of Chairman – Cllr P Carter was elected unanimously to serve as Chair until the next Annual Council Meeting. He duly signed a Declaration of Acceptance of Office in front of the Clerk.

2/2026 Election of Vice-chair – Cllr C Roberts was elected (with one abstention) to serve as Vice-chair until the next Annual Council Meeting

3/2026 Apologies for Absence – All present

4/2026 Declarations of Interest – None

5/2026 Public Participation – There were no members of the public present.

6/2026 Minutes of Previous Meeting – It was unanimously **RESOLVED** that the minutes of the Full Council meeting held on 1st April 2026, be approved as a true record.

7/2026 Committee Minutes – It was **RESOLVED** that the minutes of the Planning Committee meeting held on 8th April 2026 be approved and adopted by the Council as an accurate record.

8/2026 Planning

8.1 Planning Applications – The Council considered the following planning applications

8.1.1 26/01224/FUL: Romana, Stapleton Common, Longden, Shrewsbury: Erection of first floor extension and garage conversion: The



Council **RESOLVED**, with one abstention to **OBJECT** on the grounds the development would be out of scale and overbearing to neighbouring properties and represented an overdevelopment of the plot.

8.1.2 26/01323/FUL: Pool Leasowes, Longden Common Lane, Longden Common: Proposed porch alteration s including internal changes:
The Council **RESOLVED** with one abstention, to make **NO COMMENT**.

8.1.3 Planning applications validated since publication of the agenda – It was **RESOLVED** to defer consideration of the following applications and appeals to a meeting of the Planning Committee to be held on Wednesday 20th May at 1:30pm;

26/01409/OUT: **Lower Wood House, Lower Common;** Proposed residential development of up to 5 dwellings

26/01590/REM : **Preseli, Longden Common Lane, Longden Common:** Reserved matters pursuant to planning permission ref 25/00889/OUT

26/00065/OUT: **Hanley House, Hook-a-gate;** Appeal against refusal for proposed development of 2 dwellings with access.

26/00245/FUL: **Sunbreak, Annscroft:** Appeal against refusal for 2 dwellings following demolition of the original property.

8.2 Planning Decisions – The Council noted the following planning decisions:

8.2.1 26/00833/FUL: 13 Old Coppice, Lyth Hill, Lyth Bank: *Grant permission*

8.2.2 26/00547/FUL: 9 Old Coppice, Lyth Hill, Lyth Bank: *Grant permission*

9/2026 Highways

9.1 Convex mirror and post for Longden Shop – The Council **RESOLVED** to seek a quotation from a suitable contractor to supply and install a suitable post. The Council approved a budget of £500 for the work, subject to formal written agreement from the Church Wardens being received.

10/2026 Street Furniture – Cllr C Roberts proposed the noticeboard replacement programme be continued. It was **RESOLVED** to seek costs for a double door noticeboard to replace the Annscroft one, for consideration by the Council.



11/2026 Play Areas

11.1 Play area inspections and maintenance – The Council noted the report of a damaged bench at Annscroft, which has been taken out of use. It was **RESOLVED** to seek a price for supply and installation of a replacement with a wheelchair accessible recycled plastic bench as a variation to the contract to install new play and gym equipment at the site.

11.2 Play area inspections and maintenance 2026/27 – Cllr R Evans, who serves as a member of Shropshire Council, declared his interest and abstained from the discussion. It was **RESOLVED, with one abstention** to instruct Shropshire Council to undertake annual play area inspections at both sites but to defer a decision on monthly inspections until after the award of the play area development contract.

11.3 Play area bulb planting – It was **RESOLVED** unanimously to allocate a budget of £200 to purchase crocus and daffodil bulbs for Annscroft play area and to place an order with Shrewsbury Town Council to supply them in the appropriate season.

11.4 Annscroft play area development – Cllr C Roberts proposed that the proposed development be funded from the £20,000 donation made to the council in 2025 instead of from CIL Neighbourhood Funding, as was previously agreed. It was **RESOLVED** that this be considered at a future meeting.

12/2026 Environmental Maintenance Grant – The Council confirmed the expenditure of £2,053.52 on environmental maintenance, in accordance with the conditions of the 2025/26 grant and **RESOLVED** to apply for a grant of £1,000 in 2026/27.

13/2026 Insurance Renewal – The Council noted it was bound by an ongoing 3-year agreement and **RESOLVED** unanimously to renew its insurance policy with Clear Councils Insurance at a premium of £612.68, including £59.75 Insurance Premium Tax and a £55 arrangement fee. It was noted that the 3-year agreement will expire at the end of May 2027.

14/2026 Review of delegation arrangements to committees and staff – The Council unanimously **APPROVED** the revised Scheme of Delegation to the Planning Committee and Clerk as circulated with the agenda.



15/2026 Review of Terms of Reference for Committees – The Council reviewed and unanimously **APPROVED** the draft Terms of Reference, in line with the updated Scheme of Delegation as circulated with the agenda.

16/2026 Review of Committee Memberships – The Council reappointed all committee members, with one change to the Planning Committee, where Cllr Morgan replaced Cllr N Evans.

17/2026 Review of Standing Orders and Financial Regulations –

17.1 The Council reviewed Standing Orders and made no changes.

17.2 The Council reviewed Financial Regulations and unanimously **approved** the proposed amendments to regulations 5.6 (clarifying tender process) and 6.5 (use of cheques deleted), as per the draft circulated with the agenda.

18/2026 Review of subscriptions to SALC/NALC and SLCC – The Council **RESOLVED** to continue its membership of SALC/NALC and to pay the affiliation fee and to support the ongoing membership of the Clerk to SLCC, noting that her membership fee would be covered by another council during this financial year.

19/2026 Finance

19.1 Payments for approval – The Council approved the following payments

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|---|-------------------------|-----------|
| Staff costs | Confidential | £1,359.73 |
| IT support & licenses | Cloudy Group | £102.95 |
| Bank Charges | Lloyds Bank | £4.25 |
| Payroll Agent | DM Payroll Services Ltd | £144.00 |
| IT support & licenses | Cloudy Group Ltd | £123.54 |
| VAT | Cloudy Group Ltd | £20.59 |
| Training | NALC | £42.00 |
| Training | NALC | £42.00 |
| Mileage/Travel | Employee | £26.10 |
| Insurance | Clear Councils | £612.68 |
| SALC / NALC Affiliation | SALC | £732.67 |
| Expense reimbursement | Catherine Roberts | £21.25 |
| Office Expenses | Employee | £14.48 |
| Bus stop Lease | Severn Trent | £5.00 |
| Emergency call out to make streetlight safe | Shropshire Council | £511.49 |
| March grass cutting | Boyd's Groundcare | £63.00 |
| April grass cutting | Boyd's Groundcare | £126.00 |
| Expense reimbursement | David Morgan | £144.00 |
| Work from home allowance | Employee | £26.00 |
| | Total | £4,121.73 |



19.2 Bank reconciliation – The Council approved a bank reconciliation showing a balance of £164,737.90 following receipt of the Precept, CIL Neighbourhood Fund and VAT Refund.

19.3 Bank transfer – The Council approved the transfer of £35,000 from the current account to the CCLA Public Sector Deposit Fund to benefit from savings interest.

20/2026 Reports

20.1 Chair's Report – Cllr P Carter reported he had repainted the bus shelter seat at Longden Common. He had noticed that some of the worst potholes at Exford Green had been repaired by Shropshire Council.

20.2 Shropshire Councillor's Report – Cllr R Evans reported that the timetable for development of a new Local Plan had been published and would be tabled for approval by Cabinet. A new Hierarchy of Settlements has been developed, which categorises all named settlements in the parish in accordance with a new methodology. Hubs and Clusters will no longer be recognized. A map showing all sites promoted for development has been published and the Council is continuing to accept proposals for additional sites.

He commented on the proposed Longden development boundary for the Neighbourhood Plan and suggested an amendment.

Shropshire Council has adopted a new Corporate Plan, a new Domestic Abuse plan and the Local Nature Recovery Strategy. It has also adopted a new Destination Management plan and will consider new Scrutiny arrangements and appointment of a new Chief Executive and Monitoring Officer.

The replacement of the 33Kv cable has started in Bayston Hill

The rally has been granted a license to proceed. A special stage in Pulverbatch parish will impact on a national cycle route. Traffic Regulation Orders will be issued in due course.

20.3 Clerk's Report – Written report circulated with the agenda **noted**.

20.4 Councillors' Reports

20.4.1 Cllr K Lovegrove requested a late cut of highway verges.



20.4.2 Cllr P Arnold reported that Shropshire Council has recently repaired the blocked drains causing flooding near the stream in Longden, following a visit by the local MP, Julia Buckley.

Cllr Arnold also reported that he has cut back bushes on the footpath behind the church.

20.4.3 Cllr D Morgan reported he had erected 'no mow' signs on wildflower verges and planned to visit one resident who currently cuts the grass and leaves the cuttings on the surface.

Cllr Morgan questioned the resurfacing strategy which has prompted resurfacing of the little used route through Little Lyth and not the better used route on Lyth Bank. Cllr R Evans stated this was an officer led decision which Councillors are not encouraged to interfere with but suggested he email the relevant highway officer to ask about the strategy.

20.4.4 Cllr N Ingham reported that the new Local Plan would cover the period to 2045.

He expressed concern about the capacity of existing sewers to facilitate planned development and proposed the Council considers approaching Severn Trent to improve capacity. (Future agenda item)

21/2026 Date of Next Meetings – The Council approved the following meeting dates, all to be held at Longden Village Hall unless otherwise stated;

Planning Committee meeting – Wednesday 20th May 2026 at 1:30pm (and as required)

Full Council Meetings – Wednesdays 3rd June 2026; 1st July 26; 2nd September 26; 7th October 26; 4th November 26; 2nd December 26; 6th January 27; 3rd February 27; 3rd March 27 and 7th April 27.

Annual Council Meeting – 5th May 2027

22/2026 Exclusion of the Press and Public – In accordance with the Public Bodies, Admission to meetings Act 1960, it was RESOLVED to exclude the press and public on the grounds that the following item may reveal commercially sensitive information.



At 9:30pm it was RESOLVED to suspend Standing Orders to enable the remaining business on the agenda to be considered.

23/2026 Award of Contract for Play Area Development – Following a report from the play area working party and consideration of the responses from the public consultation, it was **RESOLVED**, with two abstentions, to award the contract to Ray Parry Playgrounds Ltd. It was further **RESOLVED** to request costs for an additional slide and to swap one of the panels for a play shop. The additional costs to be brought back to the council for approval.

Meeting closed at 9:40pm