



**Longden
Parish
Council**

September Agenda

Full 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 Full Parish Council meeting on Wednesday 2nd September 2026 at 7:30pm at Longden Village Hall.

- 1. Attendance and apologies**
- 2. 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.*
- 3. Public Participation – 15 minutes maximum**
- 4. Minutes –**
 - 4.1** Full Council meeting held on 1st July 2026 (*Appendix A*)
 - 4.2** Planning Committee meeting held 29th July 2026 (*Appendix B*)
- 5. Planning**
 - 5.1 Planning applications –**
 - 5.1.1** Reference: 26/02895/VAR (validated: 31/07/2026)
Address: 13 Old Coppice, Lyth Hill, Lyth Bank, Shrewsbury, Shropshire, SY3 0BP
Proposal: Variation of Condition No. 2 attached to permission 26/00833/FUL dated 13 April 2026
View online at: [13 Old Coppice](#)
 - 5.1.2** Reference: 26/03060/HHE (validated: 18/08/2026)
Address: Harlows, Cobham Villas, Shrewsbury Road, Longden, Shrewsbury, SY5 8EP
Proposal: Kitchen extension to rear of property 6m x 6m
View online at: [Harlows, Cobham Villas](#)
 - 5.1.3** Reference: 26/03050/LBC (validated: 19/08/2026)
Address: The Wainscot, Great Lyth Farm, Great Lyth, Shrewsbury, Shropshire, SY3 0BA
Proposal: Erection of porch.
View online at: [The Wainscot, Great Lyth](#)
 - 5.1.4** Reference: 26/03068/FUL (validated: 20/8/2026)
Location: - Proposed Dwelling To The West Of, Lower Common, Longden, Shropshire, .
Proposal - Proposed self build dwelling
View online at: [Lower Common Resubmission](#)
 - 5.1.5** To consider any applications validated since the publication of the agenda
 - 5.2 Planning Decisions –** To note the following planning decisions and any others notified since the publication of the agenda:
 - 5.2.1** Reference: 26/01590/REM (validated: 05/05/2026)
Address: Plot Adjacent To Preseli, Longden Common Lane, Longdon Common, Shrewsbury
Proposal: Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to 25/00889/OUT for the proposed erection of one dwelling
Decision: Grant Permission
View online at: [Preseli](#)



5.2.2 Reference: 26/01037/FUL (validated: 27/03/2026)

Address: Proposed Dwelling To The West Of, Lower Common, Longden, Shropshire

Proposal: Proposed self build dwelling

Decision: Withdrawn

View online at: [Lower Common](#)

5.3 Planning Appeals – To consider making comments with respect to the following appeals

5.3.1 25/04895/FUL (validated: 15/01/2026)

Address: Proposed Holiday Accommodation At, Lyth Hill, Shrewsbury, Shropshire

Proposal: Change of use of land for the stationing of 2No shepherds' huts for holiday purposes

Appeal/Planning Inspectorate ref: 6013575 - Appeal against refusal

Council Appeal reference: 26/03503/REF

Appeal start date: 4 August 2026 – Determination on the basis of written representations received by 9 September 2026 to [Planning Inspectorate](#)

5.4 Neighbourhood Plan – To consider approval for in person meeting with planning consultant in September and approve settlement of 6 month invoice, (March – July) – next steering group meeting 5th October 2026

6. Asset transfers and devolution of services – To note discussions with Shropshire Council on 25th August and consider next steps. *(This could include setting up a working party to analyse capacity and costs) – Minutes attached – Appendix C*

7. Highways –

7.1 Local Transport Plan - Early Engagement Workshop – D Morgan – Appendix D

7.2 Longden School Zone – Awaiting update

7.3 Longden VAS -To be relocated following completion of Longden School zone

7.4 National Grid – Cable reinforcement scheme –

7.5 Hills Ford Rally – 19th – 20th September – To note road closures issued

7.6 Convex mirror – To note planners will not provide free advice and consider requesting pre-application advice at fee of £162.00

8. Play Areas -

8.1. Maintenance – To approve replacement of Longden play area cradle swing seat (corroded frame), swing shackles, climbing grips and damaged ply platforms on climbing frame *(Inspection report attached – Appendix E)*

8.2 Annscroft play area improvements – To note completion of installation and satisfactory post installation inspection report *(Appendix F)*. To retrospectively approve the payment of £28,308, including VAT for the whole project, under delegated authority.

8.3 Football Goals – To consider replacement or resetting of goals at Annscroft – *(Inspection report Appendix G)*

8.4 Official Opening – To consider ideas and identify a budget and date for a formal event to raise awareness of the new equipment at Annscroft.

9. Streetlight Columns – School Lane pole light – To note conflict with new signpost on School Lane and potential solutions – *Verbal report to follow site meeting*



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- 10. Village maintenance** – To retrospectively approve appointment of Boyd Groundcare to trim hedges around road signs - £300
- 11. Street Furniture –**
 - 11.1 Redhill noticeboard** – To note damage due to vandalism and consider repair or replacement. To consider submitting insurance claim.
 - 11.2 Annscroft noticeboard** – To note estimated delivery date (and consider installation at Redhill if decision made to replace it, as dimensions would be the same)
 - 11.3 Provision of planters** – To consider a budget to provide floral planters and recruitment of volunteers to plant and water them
- 12. OPCC Survey** – To consider a response to the OPCC survey (*Appendix H*) and to authorise delegated authority to the Clerk to submit a response, in consultation with the Chair or other nominated member.
- 13. Finance**
 - 13.1** Payments for approval (list to follow)
 - 13.2** To note agreement of the 2026 pay award for local government employees, effective from 1 April 2026 and approve payment of the backdated increase.
 - 13.3** To note HMRC credit and approve setting up a direct debit to avoid future discrepancies.
 - 13.4** To approve the renewal of the Payroll Services Contract with DM Payroll Services Ltd from April 2027.
 - 13.5** To retrospectively approve transfer of £2,000 from CCLA to Lloyds account to cover August payroll.
 - 13.6** To approve transfer of an additional £25,000 to cover streetlighting columns, Lyth Hill contribution and September payments
 - 13.7** Bank reconciliation – (*Appendix I*)
 - 13.8** To approve **annual CIL report 2025-26** (*Appendix J*) and note current CIL position (*Appendix K*)
- 14. Reports** (Chair, Shropshire Councillor, Clerk and Councillors) – (*Clerk's report to follow*)
- 15. Dates of next meetings –**
 - 15.1** To confirm the date of the next full council meeting **7th October 26, 7:30pm**
 - 15.2** To agree a date for a meeting of the HR Committee
- 16. 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
- 17. Confidential Quotations**
 - 17.1 Supply and Installation of noticeboard** - Redhill
 - 17.2 Supply and installation of Play area replacement parts** – Longden
 - 17.3 Supply of replacement goals** - Annscroft
 - 17.4 Annual payroll services contract**
 - 17.5 Annual Pay Award**
- 18. Planning Enforcement**

Signed
Caroline Higgins, Parish Clerk