Longden Parish Council

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Minutes of the Ordinary Meeting of Longden Parish Council

Held on Wednesday 4th November 2026 at 7:30pm in Longden Village Hall

Councillors present:

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

Also present: Caroline Higgins, Clerk

98/2026 Apologies for Absence –- R Evans, ill health

99/2026 Declarations of Interest – No pecuniary interests were declared.

100/2026 Public Participation – There were no members of the public present.

101/2026 Minutes – The minutes of the meeting held on 7th October 2026 were approved as a true record by unanimous resolution.

102/2026 Planning –

102.1 Planning applications – There were no new planning applications to consider;

102.2 Planning decisions – The Council noted the following planning decisions,

102.2.1 Reference: 26/03538/FUL: Address: Welbatch Farm, Hookagate, Shrewsbury, Shropshire, SY5 8BA: Proposal: Construction of a replacement dairy parlour and related ancillary works: Decision: Grant Permission

102.2.2 Reference: 26/02800/PIP: Address: Proposed Dwellings West Of New Inn, Hookagate, Shrewsbury, Shropshire: Proposal: Application for the erection of up to 8 dwellings and all associated works (with all matters reserved) Decision: Grant Permission – The validity of this decision was considered by the Neighbourhood Plan Steering Group, which had raised a number of concerns. A pre-judicial review letter was proposed but the costs of action were a barrier and it was resolved to write to the Chief Executive, the Chief Planner and Shropshire Councillor for Longden ward to express the extreme dissatisfaction of the parish council and setting out the reasons we consider it to be an unlawful decision.

Signed _____ Date _____

It was resolved that a budget not exceeding £500 be authorised for consultant support should it be required.

102.3 Planning Appeals – No new appeals registered

102.4 Neighbourhood Plan – Cllr P Arnold reported that the last meeting had discussed the decision on 26/02800/PIP and reviewed the draft design code prepared by the consultant. Cllr N Ingham has subsequently taken photographs to illustrate the code with the assistance of Cllr Arnold. The group had also considered the suggestion that the disused garages next to the flats on Long Mynd View be cleared for a housing plot. It had been agreed that the site would be more useful for residents parking if the garages and abandoned cars were removed.

103/2026 Asset transfers and devolution of services - The following recommendations of the working group were approved by the council, with all works restricted to within existing 30mph limits;

1. **Grass cutting** – Consider cutting amenity grass and visibility splays in Longden village and Longden Common (8 cuts per year)
   Consider adding play area grass cutting to contract to make it more attractive to tenderers
2. **Annscroft bank** – Consider strimming twice annually
3. **Wildflower verges** – Two annual cuts (March & August) including removal of arisings
4. **Road sweeping** – Request a day rate. Identify how much can be swept in a day. How will sweepings be disposed of?
5. **Gulley emptying** – Consider a one-off exercise – seek day hire costs from commercial operators
6. **Weed spraying** – Consider using Environmental Maintenance Grant for weed spraying if required
7. **Bin emptying** – No action. Monitor service levels and review in 12 months

It was noted that we are still waiting for information on what funding will be provided by Shropshire Council so cannot assess the costs. It was noted that Shropshire Council may increase the Environmental Support Grant to support devolution of street scene services to smaller parishes.

Signed _____ Date _____

104/2026 Highways –

104.1 Cable reinforcement scheme - A request by National Grid to commence the work early through Annscroft will be discussed at a meeting in the month. Cllr P Carter and R Evans to attend.

104.2 20mph Longden School Zone – The Clerk gave an update indicating works would continue the next day.

105/2026 Play Areas – Recent bulb planting at Annscroft play area and press reports noted as a successful event.

106/2026 Asset Management – The Council resolved to trial mobile phone-based asset management software to map and manage parish assets more effectively and to use the system to streamline visual inspections of play equipment.

107/2026 Biodiversity Policy – The draft biodiversity policy was reviewed and several amendments suggested by Cllr D Morgan. It was RESOLVED that Cllr Morgan be given delegated authority, with the Clerk to revise the draft for consideration at a later meeting.

108/2026 People's Emergency Briefing – The Council noted a screening by Flicks in the Sticks had been arranged on Friday 5th February at 6:30 - 9:30pm and it was RESOLVED to allocate a maximum budget of £200 to cover the costs of the event. The screening will be followed by a discussion, to which Janet Cobb would be invited. Cllrs D Morgan and N Ingham offered to help host the event.

109/2026 Communications – It was proposed by Cllr C Roberts that a WhatsApp group be set up for members to share informal communications relating to activities organized by the Council. It was RESOLVED that the group should be set up and administered by the Clerk and that no decisions shall be made on the app.

110/2026 Finance

110.1 Payments – The following payments were approved by the Council

Staff costs	(Confidential)	£1,406.45
Bank Charges	Lloyds Bank	£4.25

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IT support & licenses	Cloudy Group Ltd	£123.54
Play area inspection	Ray Parry Playgrounds	£60.00
Clerk's expenses	Employee	£27.29
Work from home allowance	Employee	£26.00
Printer cartridge	Cartridge Save	£45.48
Grass cutting (4 months)	Boyd's Groundcare	£481.00
Redhill Noticeboard	Gordon Ellis & Co	£518.06
Expenses reimbursement	C Roberts	£9.74
Lyth Hill Country Park grant	Shropshire Council	£8,650.00

110.2 Bank Reconciliation – The Council approved a bank reconciliation totaling £120,487.15.

110.3 Budget Preparation – The following projects were suggested for consideration in the preparation of the budget for 2027/28:

- Devolution of services, (using Highways budget)
- Neighbourhood Plan (updated budget projections required)
- Riparian maintenance (Annscroft ditch)
- Remembrance poppies
- Bench replacements or repairs (CIL)
- Replacement of Longden Common noticeboard (CIL)
- Fence replacement or repair - Annscroft play area (CIL)
- Defibrillator spares

111/2026 Reports

111.1 Councillors' reports -

111.1.1 Cllr Ingham reported the Quiet Lane sign on School Lane had fallen over, which he had also reported on FixMyStreet. Cllr Carter proposed that the parish council arrange to repair and reset it if Shropshire Council agrees and to use the Environmental Maintenance Grant to offset the costs. It was RESOLVED to delegate responsibility to the Clerk to seek approval and arrange repair with a local contractor, in consultation with the Chair.

111.1.2 Cllr K Roberts reported the historical mile marker at Three Mile Cottage is being kept safe by the householder pending repair, however the stone is cracked so may require replacement.

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111.1.3 **Cllr Arnold** reported the culvert at Flaxman's Lane has been repaired by Shropshire Council.

111.1.4 **Cllr D Morgan** reported a dangerously leaning Scots Pine tree at Old Coppice on private land which had been inspected by Shropshire Council. The tree officer will contact the landowner.

Cllr Morgan also reported damage to the stream railings at the bottom of Rookery Lane, which he will report on FixMyStreet.

111.2 Chair's Report - The Chair thanked Cllrs C & K Roberts for displaying the Remembrance Poppies through the parish.

He had attended a HR training session which had identified some additional policies which the Council should consider adopting.

He is continuing to seek evidence for the establishment of a Village Green at Longden Common Lane.

111.3 Shropshire Councillor's Report – No report as Cllr R Evans was not present

111.4 Clerk's Report – Written report covering the spring bulb planting event, streetlight column replacement progress and a planning briefing note relating to the National Scheme of Delegation that will be implemented Shropshire Council was noted by the Council.

112/2026 Date of Next Meetings –

Wednesday 2nd December 2026, 7:00pm – Full council *(note earlier start time)*

Finance Committee – 24th November 2026, 2:00pm

113/2026 Exclusion of the press and public – In accordance with the Public Bodies, Admissions to meeting Act 1960, it was RESOLVED to exclude the press and public on the grounds the following discussion might reveal confidential personal information.

114/2026 Confidential Staff Matters

114.1 HR Committee Recommendations – The Council noted the Clerk's appraisal and approved the recommendations of the HR committee. The Council

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made a further resolution to amend the employer pension contribution rate and to implement the changes from 1 November 2026.

114/2026 Confidential Quotations

114.1 Supply & Installation of Play Area Replacement parts – The Council RESOLVED unanimously to approve option 2 and appoint Ray Parry Playgrounds to supply and install replacement parts at the Longden play area – Cost £2,450 & VAT

114.2 Annscroft Goals – Two quotations were considered and the Council RESOLVED (with one abstention), to appoint Hex Contractors LTD to remove the goals at a cost of £500 & VAT

114.3 Asset Management Software – It was RESOLVED to purchase a license for Civic.Ly on a £25/month rolling contract. It was noted there is no minimum contract commitment. Set-up call to be arranged, for attendance by Councillors if possible.

The meeting closed at 9:12pm. The Chair invited Councillors and residents to join him for festive refreshments after the December meeting and reminded members of the earlier start time of 7:00pm

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