

SHREWSBURY TOWN COUNCIL

Planning Committee Meeting held at Livesey House, 7 St John's Hill At 6.00pm on Tuesday 14 October 2025

PRESENT

Councillors J Dean (Chairman), H Hancock-Davies, B Jephcott, A Mosley, K Pardy, J Tandy and D Vasmer.

IN ATTENDANCE

Helen Ball (Town Clerk) and Michelle Farmer (Committee Officer).

APOLOGIES

Apologies were received from Councillor Daniels.

51/25 DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT

(i) Declarations of Pecuniary Interest

There were no pecuniary interests declared.

(ii) Declarations of Non-Pecuniary Interest

Shropshire Councillors	Those twin-hatted members declared a personal interest in any matters relating to the Town Council's relationship with Shropshire Council.
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52/25 MINUTES OF THE LAST MEETING

The minutes of the Planning Committee meeting held on 9 September 2025 were submitted as circulated and read.

RESOLVED:

That the minutes of the Planning Committee meeting held on 9 September 2025 be approved and signed as a correct record.

53.1 25/02658/FUL – Shrewsbury Sports Village

The Town Clerk reported that the Committee had considered this application on 12 August and although didn't raise any objections they did comment that Members had concerns about the removal of parking spaces for the proposal and would like more information about provision of additional parking in the grounds to support increased parking demands that these new facilities will create.

Shropshire Council had informed the Town Council that a Parking Management Strategy had been provided. The document had been circulated prior to the meeting but the summary they stated was that the site car park currently had a total of 287 car parking spaces. To the east of the main car park two smaller car parks were provided that were used for overflow provision. The car parks provided a total of 74 car parking spaces, though the depot car park (19 car parking spaces) was currently bollarded and not in use. Therefore, the total active car parking space provision at the site was 342 spaces, rising to 361 spaces when the depot car park was included.

Following the development the main car park would provide a total of 242 car parking spaces, including 16 accessible spaces, five carer/child spaces and four EV spaces. The level of accessible spaces was 7%. Overspill parking areas were also provided to help accommodate fluctuations in demand levels associated with periodic events held at the site, such as football tournaments. A new grasscrete overspill parking area was created with 76 spaces.

Following the development there would be a total of 419 car parking spaces provided, of which 242 would be in the main car park and 177 spaces would be in overspill car parks. The development would be served by a total of 50 cycle parking spaces (25 stands). 14 uncovered stands would be located to the north of the building and 12 stands located in a covered shelter would be located close to the main entrance. In line with current arrangements, a drop-off bay was provided close to the main entrance for use by cars and coaches. The coach parking bay located to the north of the main car park was retained for vehicles to layover.

Councillor Dean commented that this needed to be part of a wider travel plan at a later stage, a good travel plan was needed and to promote active travel on this site.

RESOLVED:

That additional information as regards to the parking strategy be noted.

53.2 Variance In decisions between Shropshire Council and Shrewsbury Town Council

Councillor Mosley asked the chairman if he could raise a question at this point in the meeting regarding the list of decisions to be discussed at the end of the meeting. A lot of the conflicted decisions were tree applications, and he suggested the Committee invited the Shropshire Council tree Officer to a future meeting to advise members on what they are looking for on tree applications. It would be good to know how Shropshire Council

manage/look at these applications so the Planning Committee could make a decision that would hopefully not conflict with Shropshire Council.

RESOLVED:

That the Town Clerk contacts the Tree Officers at Shropshire Council for advice and to attend a future meeting.

54/25 BUDGET SETTING PROCESS

The Town Clerk reported that the Responsible Financial Officer took a report to the last Policy & Resources Committee about engaging with the standing committees regarding setting the budget for 2026/27.

There was a Planning Committee meeting scheduled for the 11 November ahead of the Policy & Resources Committee starting budget setting on the 8 December. That meeting sets the policy direction for the budget, and a draft budget was then prepared for consideration on the 12 January which then recommended the final budget to the Full Council meeting on the 26 January ahead of their 31 January 2026 deadline.

Over the next meeting, time would be set aside to consider any funding requirements this Committee had for the RFO to consider as he developed the budget. In considering any budgetary item, they had to be mindful of their general powers to deliver and that it aligned with the Town Council Corporate Plan and the six pillars of;

- Building Resilient Communities
- Supporting Shrewsbury residents to live active and healthy lives through the provision of quality services
- Preserving Shrewsbury's Heritage
- Creating a greener and better-connected Shrewsbury
- Advancing a sustainable, resilient and efficient organisation
- Taking Positive action to tackle climate change

Councillor Dean suggested to members that the committee:

- Look at the potential opportunity of creating a version of the Design Code which was more than just the Town centre, to try to avoid the perception that the town centre was getting treatment over the rest of the town.
- Look to help develop a Shopfront design guide
- Look to establishing a forum to bring together interested parties and individuals to consider representation for a new local plan

RESOLVED:

That the Town Clerk would contact the forward planning manager to consider how a forum might be best used and report back to the next meeting.

Councillor Jephcott joined the meeting.

55/25 DELEGATED AUTHORITY

The Town Clerk reported at the last Planning meeting that there was a 3 week notice period for tree applications. The Planning Committee had agreed to move frequency of meetings from every 3 weeks to every 4 weeks and due to this some of the tree application deadlines were being missed and Shropshire Council were making decisions before the Town Council had a chance to consult. The Town Clerk had asked the Committee to consider granting delegated authority to officers to respond to tree applications where the statutory deadline for comments fell before the next scheduled Planning Committee meeting, ensuring that the Town Council retained the ability to comment on such applications.

The Town Council was a statutory consultee for planning applications, including those relating to trees. The consultation period for tree applications was typically 21 days. In practice, deadlines often fell before the next scheduled Planning Committee meeting, meaning the Council may be unable to provide a formal comment. This resulted in either missed opportunities to influence decisions or the need for retrospective endorsement of officer comments.

The advantages of delegated authority would be:

- Ensure the Town Council's voice was always heard in the planning process.
- Provides timely responses within statutory deadlines
- Makes use of the Town Council's specialist Tree Officer to ensure informed comments.
- Reduced the risk of the Council being excluded from decisions due to procedural timing

Some elected members had expressed concern about delegating any decision-making authority to officers, as this may be perceived as diminishing the role of the Planning Committee. There was a desire to maintain democratic oversight of all planning responses.

To address these concerns, the following safeguards were suggested:

- Delegated comments would only apply to tree applications where the deadline was before the next Committee meeting.
- The Committee would receive a summary of all delegated responses at its next meeting
- Any applications considered sensitive or controversial could still be referred to members by the Chair/Vice-Chair of the Committee if timing allowed.

Councillor Jephcott agreed that this would be the best way to proceed but that any controversial applications or request for felling should come to Committee for a decision.

RESOLVED:

- (i) That the Planning Committee grant delegated authority to officers, in consultation with the Town Council's Tree Officer, to submit comments on tree applications where the deadline for response falls before the next Planning Committee meeting;**
- (ii) That all delegated responses be reported to the next available Planning Committee for information and accountability**

56/25 PLANNING POLICY

The Town Clerk reported to members that Local Planning Policy was discussed at Full Council, and it was requested to set up a meeting to discuss Planning Policy. The Town Clerk had also had a request from Claire Evans at Shropshire Council to speak to the Planning Committee to discuss the Design Code as the Town Council were a key stakeholder in this.

As more time would be needed to discuss policy & design code it had been suggested that a separate planning meeting be set up to discuss this instead of adding more time to the already long planning meetings they currently had. The Officers at Shropshire Council were very happy for a separate meeting and had suggested possible dates on either a Tuesday or Wednesday evening in November.

The Town Clerk explained that the only date available for them was Wednesday 12 November and asked members if they would agree to this date.

RESOLVED:

- (i) That an additional meeting be set for 12 November**
- (ii) That an invite can be sent to members, SC Officers and all STC Councillors.**

57/25 HIGHWAYS ORDERS

57.1 Parking Tariff Briefing Note

The Town Clerk reported that Shropshire Council had sent out a briefing note that set out the rationale for changes to the parking tariffs across the county. This was being communicated with the Committee following engagement with the Portfolio Holder; and in advance of the public notice on the tariff change on Wednesday this week.

This was phase one of a two phase approach. Over the next few months there would be stakeholder engagement with the Town Council and wider elected members, the BID and the public to look at how they could work together to improve parking services in Shropshire. The Briefing note provided by Shropshire Council had been circulated prior to the meeting.

Councillor Hancock-Davies commented that he had deep concerns about the increases, and nobody had the opportunity to ask questions. Residents no longer wished to visit the town as the rises were extortionate but there had not been enough information issued about the increases.

Councillor Dean commented that the comments made were legitimate but that the questions needed to be directed to Shropshire Council for comment.

Councillor Mosley agreed that there was a lack of information supplied and commented that the reason for increases was to enhance facilities, but this had not been done. This

appeared to be a large hike, and he queried what impact the previous price increase had achieved.

Councillor Dean commented that this had not been incorporated with the Shrewsbury Moves Strategy and need to be robustly challenged.

RESOLVED:

That the Town Clerk would contact Shropshire Council for any further information.

57.2 Notice of Variation of On Street & Car Park Charges

The Town Clerk reported that Shropshire Council had notified them that they were making changes to the charges for the use of on-street pay and display parking places and the charges to park in certain off-street parking places (car parks). The new charges would come into effect from Monday 3rd November 2025.

RESOLVED:

That the variation of On Street and Car Park charges be noted.

58/25 TREE PRESERVATION ORDERS

There were no Tree Preservation Orders for consideration

59/25 PREMISES LICENCE APPLICATIONS

There were no Premises Licence Applications for consideration at this meeting.

60/25 PLANNING APPLICATIONS

60.1 Schedules of Planning Applications

The Town Clerk submitted the schedules of valid planning applications for planning consent for development within the Town Council's area, which had been registered between 30 August – 3 October 2025.

RESOLVED:

(i) **That the following comments be submitted to Shropshire Council:**

1	25/03616/FUL	35 Montague Place, Shrewsbury, SY3 7NF	Erection of two storey rear extension	No Objection
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2	25/02936/FUL	Lucroft, Castle Gates, Shrewsbury, SY1 2AD	Conversion of hotel into three flats	No Objection
3	25/03648/TCA	The Tannery St Austins Street Shrewsbury Shropshire	Fell 1no. Willow within Shrewsbury Conservation Area	No Objection
4	25/03563/FUL	26 Longden Road Shrewsbury Shropshire SY3 7EZ	Proposed single storey side extension	No Objection
5	25/03504/TCA	4 Quarry Place Shrewsbury Shropshire	Reduce crowns all over by max. 4ft, raise lowest branches by max. 3ft and remove deadwood from 2no. Magnolias (T1&2), and reduce height by max. 6ft and shape 1no. Yew (T3) within Shrewsbury Conservation Area	No Objection
6	25/03505/TCA	2 Drawwell Street Shrewsbury Shropshire SY3 7RF	Reduce crown all over by max. 1.5m of 1no. Ginkgo (T1) and reduce branches overhanging neighbour's garden by max. by 2m of 1no. Birch (T2) within Belle Vue Conservation Area	No Objection
7	25/03446/TCA	55 Oakley Street Shrewsbury Shropshire SY3 7JZ	Reduce by 30% 1no. Magnolia Soulangeana within Belle Vue Conservation Area	No Objection
8	25/03293/TPO	40 Leighton Park Bicton Heath Shrewsbury Shropshire SY3 5FT	Fell 1no. Ash protected by the Shrewsbury & Atcham Borough Council (Shelton Hospital No 3) Tree Preservation Order 2003 (SA/384)	No Objection

Whilst the Town Council do not object to this application, they do request that a replacement tree is planted on site.

9	25/03525/LBC	47 The Mount Shrewsbury Shropshire SY3 8PP	Roof repairs and installation of solar panels on Main House and Coach House	No Objection
10	25/03524/FUL	47 The Mount Shrewsbury Shropshire SY3 8PP	Roof repairs and installation of solar panels on Main House and Coach House	No Objection

11	25/03538/LBC	46 Abbey Foregate Shrewsbury Shropshire SY2 6BQ	Internal layout alterations, replacement windows and general repair and maintenance works	No Objection
12	25/03308/TPO	Wellspring Apostolic Church Belle Vue Road Shrewsbury Shropshire SY3 7LX	Remove 2no. lower branches on the Belle Vue road side of 1no. Sycamore (T2) protected by the Shropshire Council (Land at Wellspring Apostolic Church, Belle Vue, Shrewsbury) TPO 2025 (SC/00536/25)	No Objection
13	25/03537/FUL	46 Abbey Foregate Shrewsbury Shropshire SY2 6BQ	Internal layout alterations, replacement windows and general repair and maintenance works	No Objection
14	25/03602/TCA	Millingtons Almshouses Copthorne Road Shrewsbury Shropshire SY3 8JW	Fell and replace 1no. Yew (T014) within Shrewsbury Conservation Area	Application was withdrawn by the applicant
15	25/03221/VAR	34 Bynner Street Shrewsbury Shropshire SY3 7NZ	Variation of Condition No. 2 (approved plans) attached to planning permission 24/00729/FUL to allow for replacement windows	No Objection
16	25/03512/FUL	29 Dale Road Shrewsbury Shropshire SY2 5TE	Construction of external porch and internal improvements to existing garage to form childrens playroom	No Objection
17	25/03545/TPO	Flat 2 2 Kennedy Road Shrewsbury Shropshire SY3 7AD	Fell 1no. Cypress protected by The Borough of Shrewsbury (Kingsland No 2) Tree Preservation Order 1969 (SA/34)	No Objection

Whilst the Town Council do not object to this application per se, they do request a replacement tree is planted on site.

18	25/03544/TPO	5 Chelwood Drive Shrewsbury Shropshire SY1 3YZ	Prune growth overhanging 11 Willowdale Gardens from 1no. Oak protected by the Shrewsbury and Atcham Borough Council (Land to Rear of Ellesmere Drive) Tree Preservation Order 1990 (SA/217)	Representation
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Whilst the Town Council do not object to this application per se, due to the significant amount of dieback shown, there is no evidence provided on the root issue and no mention of replanting a tree on site.

19	25/03455/FUL	7 Marlborough Court Shrewsbury Shropshire SY1 4SR	Erection of single storey extension to side and rear and alterations to provide further living accommodation	No Objection
20	25/03350/TCA	140 Abbey Foregate Shrewsbury Shropshire SY2 6AP	Trim back to previous pruning points two hedges of Leylandii and Beech (H1&H2) & crown reduce by up to 25% 1no Pear (T3), 1no Cherry (T4) and 1no Walnut (T5) within Shrewsbury Conservation Area	No Objection
21	25/03535/TPO	61 Underdale Road Shrewsbury Shropshire SY2 5EE	Crown reduce by 1m 1no Cherry protected by the Shrewsbury and Atcham Borough Council (99 Underdale Road) Tree Preservation Order 1989 (Ref: SA/171)	No Objection
22	25/03534/TCA	61 Underdale Road Shrewsbury Shropshire SY2 5EE	Crown reduce by 1m 1no Cherry and by 2m 1no Willow within Shrewsbury Conservation Area	No Objection
23	25/03346/FUL	16 Sandygate Avenue Shrewsbury Shropshire SY2 6TF	Proposed single-storey side extension with flat roof, linking to and upgrading the existing detached garage for ancillary use and storage	No Objection
24	25/03429/FUL	Greenhous Limited Featherbed Lane Harlescott Shrewsbury Shropshire SY1 4PP	External and internal alterations and change of use to form extension to existing car dealership showroom and workshop and erection of new building for class 4 and 7 MOT bays and workshop	No Objection
25	25/03281/FUL	73 Bridgeford Way Shrewsbury Shropshire SY2 5XX	Rear extension to incorporate single bedroom and en-suite bathroom	No Objection
26	25/03376/FUL	89 Grange Road Shrewsbury Shropshire SY3 9DG	Rear single storey extension and loft conversion	No Objection

27	25/03366/LBC	8 Belmont Shrewsbury Shropshire SY1 1TE	Repair and like-for-like replacement of windows	Objection
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The Town Council object to this application. This is an important building within the Conservation Area and heritage aspects must be protected with minimal changes. We would like to see a different approach to the restoration of the fenestration with only the most severely compromised windows subject to a full replacement and the rest being repaired. Secondary glazing would also be a preferred option.

28	25/03291/FUL	51 Underdale Road Shrewsbury Shropshire SY2 5DT	Works to facilitate landscaping to rear to include gabion walls to replace previous timber post and fence retaining wall to stabilise riverbank, patio area and steps	Objection
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The Town Council object to this application on the grounds of overdevelopment of the site. This should be shown as a retrospective application as works have already started, and hedge removed without any consultation. The works proposed are extensive and neighbouring properties have concerns on possible implications. This property dominates the views, and the proposed work would set a precedent for similar works. It is disappointing that the Environment Agency do not object to the application because the work has already been done.

29	25/03369/FUL	19A Copthorne Drive Shrewsbury Shropshire SY3 8RY	Conversion of the existing garage/utility area into a bedroom and separate utility area and creation of an understairs cloakroom	No Objection
30	25/03426/TCA	3 Riverside Close Longden Coleham Shrewsbury Shropshire SY3 7DT	Fell 1no. Magnolia and 1no. Cherry tree within Shrewsbury Conservation Area	No Objection
31	25/03355/FUL	1 Comet Drive Shrewsbury Shropshire SY1 4AY	Rear single storey rear extension	No Objection
32	25/03279/FUL	16 Meadowbout Way Shrewsbury Shropshire SY5 8QD	Erection of single storey rear extension and garage extension	No Objection
33	25/03203/FUL	38 Albert Street Shrewsbury Shropshire SY1 2HT	Installation of air source heat pump	No Objection

34	25/03257/FUL	3 Greenfinch Drive Shrewsbury Shropshire SY3 9FE	Proposed change of use of a Class C3 (Dwellinghouse) to C2 (residential institution) for a small-scale care home accommodating up to, three young people	No Objection
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The Town Council positively support this application. It is essential that young people are able to live in residential communities to enable them to transform into adult life.

35	25/03280/TCA	54 Queen Street Shrewsbury Shropshire SY1 2JR	Fell 1no Mountain Ash & 1no Silver Birch within Shrewsbury Conservation Area	Objection
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The Town Council object to this application as there is no mention of why the works are required and also no mention of replanting if permission granted.

36	25/03272/TPO	2 The Dell Bicton Heath Shrewsbury Shropshire SY3 5HG	Reduce lower sections of upper canopy by 1.5-2m of 1no Oak, remove low regrowth over property by up to 6m of 2no Ash & prune back largest branch by 3m and taper upper canopy branch length by up to 2m of 1no Oak protected by the SABC (Land at and surrounding Bicton Heath South) TPO 2007 (Ref: SA/456	No Objection
37	25/03332/TPO	7 Manor Way Shrewsbury Shropshire SY2 5LN	Fell 1no. Birch protected by the Shrewsbury & Atcham Borough Council (Belvidere Paddocks) Tree Preservation Order 2005 (SA/411)	Objection

The Town Council object to this application. This appears to be an excessive application due to a new fence being erected. If it is a panel fence, the holes for the posts may be only 2 metres apart and this may limit the amount of damage to perhaps the small amount of the root system within the fence line as provided on the location plan within the application. The suggested replacement tree can at maturity, be a significantly larger tree than the one the application wishes to remove. We do not believe that this tree is too close to the property to justify the tree being felled.

38	25/03269/TCA	Briarfields Raby Crescent Shrewsbury Shropshire SY3 7JN	Fell 2no Birch and crown reduce by 2-3m 1no Birch (G1), crown lift over adj. property by up to 3m 1no Cherry (T1) & crown lift to clear 2.5m of 1no Oak (T2)	No Objection
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			within Belle Vue Conservation Area	
39	25/03319/TPO	1 Arthur Rowley Close Shrewsbury Shropshire SY2 5TY	Crown reduce by 50% 1no Sweet Chestnut protected by the Shrewsbury and Atcham Borough Council (Land off Glenburn Gardens, Monkmoor, Shrewsbury) Tree Preservation Order 1998 (Ref: SA/329)	Objection

The Town Council object to this application as not enough information has been provided. There is no measurement of what 50% equates to and a 50% reduction could be considered excessive on any tree. This tree would have a high amenity value for the Close.

40	25/02917/FUL	Shrewsbury School Ashton Road Shrewsbury Shropshire SY3 7BA	Erection of 3No. external padel courts	No Objection
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The Town Council raise no objections to this application but would like to see more renewable energy options used on site.

41	25/03252/TPO	The Limes Field House Drive Shrewsbury Shropshire SY3 9HL	Reduce canopy by 2 metres of 1no. European Lime (T1) protected by the Shrewsbury & Atcham Borough Council (Meole Brace) Tree Preservation Order 2002 (SA/354)	No Objection
42	25/03220/TPO	84 Woodfield Road Shrewsbury Shropshire SY3 8HU	Reduce height by 2.5 metre from the tips of the regrowth and the sides by 1 metre of 1no. Thuja plicata (T1) protected by the Shrewsbury and Atcham Borough Council (84 Woodfield Road, Copthorne) Tree Preservation Order 1989 (SA/176)	No Objection
43	25/03169/FUL	51 Reabrook Avenue Shrewsbury Shropshire SY3 7PZ	Erection of ancillary accommodation	No Objection

The Town Council raises no objection to this application. If permission is granted members request that conditions are established which ensures that the new building remains ancillary to the main property and cannot be sold as a separate residence.

44	25/03159/LBC	49 Mardol And 33 Smithfield Road Shrewsbury Shropshire	Replacement kitchen extract and ventilation system, partially located on roof of adjoining 33 Smithfield Road and installation of new air conditioning and cellar cooling equipment	No Objection
45	25/03158/FUL	49 Mardol And 33 Smithfield Road Shrewsbury Shropshire	Replacement kitchen extract and ventilation system, partially located on roof of adjoining 33 Smithfield Road and installation of new air conditioning and cellar cooling equipment	No Objection
46	25/03153/OUT	3 Loxdale Shrewsbury Shropshire SY3 6AE	Outline application for the erection of 2no. dwellings (all matters reserved)	No Objection
47	25/03097/FUL	13 South Hermitage Shrewsbury Shropshire SY3 7JR	Internal alterations and erection of a single storey, ground floor extension	Permission granted prior to the meeting
48	25/03223/TCA	Land Off St Chads Terrace The Quarry Shrewsbury Shropshire	Fell 1no Lime within Shrewsbury Conservation Area	No comment made as Shrewsbury Town Council is the applicant
49	25/03137/TPO	Wellspring Apostolic Church Belle Vue Road Shrewsbury Shropshire SY3 7LX	Reduce the crown by approx. 20 percent on the Hawthorn Road side of 1no. Holm Oak (T1) protected by the Shropshire Council (Land at Wellspring Apostolic Church, Belle Vue, Shrewsbury) TPO 2025 (SC/00536/25)	Objection

The Town Council object to this application as there does not appear to be a reason stated except to save money in the future. There appears some lifting of the tree may be required and some work to alleviate the issues with the many BT lines, but assume that the 20% reduction would not fully satisfy the desired outcome without some additional work needing to be undertaken within the tree itself. The wording of the application appears to be a one works fits all, without actually being specific of the works wishing to be undertaken as per TPO application requirements.

60.2 Schedule of Planning Decisions

The Town Clerk submitted the schedules of planning decisions where the comments of the Town Council varied to the final planning decision of the Planning authority between 30 August – 3 October 2025

RESOLVED:

That the variance of planning decisions between the period 30 August – 3 October 2025 be noted.