**HIGHLEY PARISH COUNCIL**

An ordinary meeting of Highley Parish Council was held on Tuesday 6th December 2022 at 7.00pm at the Severn Centre, Highley.

**Present:** Chair P, Vinall, Councillors; T.Quinn, M.Moore, , J.Marshall, E. Aspin, D. Thakrar , E.Moore , A. Rogers

**Clerk**: H. Bowkett

**00. Parishioners Time**

**Speaking at a Meeting** - You do not have the right to speak at a meeting unless invited to do so by the Council.

Scott Rolfe attended as CEO of Halo Leisure. Chris Stanley present.

***Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of member’s interest maintained by the monitoring officer.***

**01.Apologies and reasons for Absence**

Cllr J. Law due to holiday, Cllr T. Pinches due to illness, Cllr J. Griffin due to personal commitments.

Cllr J. Bowkett due to childcare reasons has resigned from his councillor role**.**

Cllr. J. Felix absent without any apology.

It was **RESOLVED TO ACCEPT** the apologies and the resignation of Cllr J. Bowkett was acknowledged.

**02.Co-option of Parish Councillor**

It was **RESOLVED TO ACCEPT** Chris Stanley as Highley Parish Councillor with no objections.

**03.To confirm the minutes of the meetings dated 1st November 2022**

**RESOLVED TO ACCEPT**

**04. The Severn Centre**

Cllr Rogers shared with use of the projector a recent report completed on the Severn Centre compiled by himself. Key issues were raised such as general maintenance and upkeep, opening hours, lack of advertisement, and appeal of the Severn Centre itself. Pictures showcased the condition of the park, broken benches, lack of seating provision, verges which are only cut once per year and the multi-use game area which is out of use. The lack of maintenance taking place within the facility was highlighted as a contractual need.

The concern of the Severn Centre leisure car park being used as a bus park for a commercial coach company was also highlighted.

Scott Rolfe shared with the council that Halo hoped after liaising with NHS representatives that the Severn Centre will be utilised to incorporate health services following the closure of the current medical practice within Highley. This was perceived to be a positive meeting and more will be shared when appropriate as no formal commitments have yet currently been made.

Cllr Rogers explained in regard to marketing compared to other Halo sites that the Severn Centre lacks in comparison and often things are missed.

Scott informed the council that post covid has been a difficult time for leisure centres nationally with now the added pressure in the rising increase in utilities. Scott explained that this accounts for some of the lack of finer maintenance. Scott also shared that some upkeep that takes place cannot be seen day to day- such as replacement pool pumps. Scott shared with the council that a previous chairman disagreed with a leisure centre sign which cost them £800 which had to be removed. This was frustrating to Halo.

Scott explained that the coach company provide a £4000 income per year through utilising the car park space. Through taking this away he states that this will have an impact on the 2023 financial year. Cllr Moore raised the safety issue due to them being parked by a children’s play area and completing maintenance. Cllr Marshall reinforced that this also takes place on the grass around the side of the building. Scott stated that Halo do not condone repairs taking place to the coaches on the car park.

Scott explained that funding opportunities are limited for the MUGA. He feels that 4G would not be financially viable and a balance needs to be sought. Cllr Aspin shared some of the work completed with a small working group regarding the MUGA but stated the fundraising element to this was not pursued due to the cost-of-living crisis it was felt to be inappropriate to ask the community to raise the funding for this. Scott explained that this area is not deemed the correct size for standard football matches and queries whether such a capital cost would make the required financial returns.

Scott reminded the council that governance and day to day running is separate. He explained that he does not feel the centre meets the demand for certain funding ideas.

Cllr Quin enquired regarding the role of the Severn Centre Trustees. Scott informed us that Halo is a charity with subsidiaries. There are two elements to this- an independent trustee and halo board members. On top of this there is an advisory committee, e.g. Shropshire council attend and Highley Parish Council attend. There are around 2 or 3 meetings per year regarding this. Scott advised that the trustees are legally independent however none have been recruited since pre- COVID. The advisory board is aimed to provide local representation.

Councillor Marshall brought to the attention of the council the lack of availability for hot drinks after 3pm. Scott stated that there is not an appropriate volume of customers to justify a vending machine.

Councillor Vinall brought to the attention of the council that the Parish Council would like to support the centre where possible to help increase footfall.

Scott advised that the centre retracted to reduced opening hours with being shut on weekends since COVID as a way to cut costs. This is currently being re-evaluated with the hopes of potentially opening on weekends again within the new year of 2023. Scott also advised there is a struggle to recruit staff.

Cllr Thakrar shared some historical events that have taken place with the Severn Centre. Scott shared that the facility is a separate entity to the rest of the parent group and reminded the group that the centre has ran at a financial loss for several years.

Councillor Marshall raised the issue of the loss of the Severn Centre friends and user group and hoped that this could be reinstated.

The Council thanked Scott for his time, and he suggested that he returns again in 2023 to share progress.

**05. Shropshire Councillors Report**

Shropshire Councillor Mark Williams sent his apologies for being unable to attend this evening. It was requested that his monthly reports can be sent through to us at an earlier time frame.

Please see below report-

Hello everyone

November has been a real mixture of being visible and doing all sorts of things in the background.

The biggest thing to happen this month is obviously the situation at the doctor’s surgery. We now know that we are going to be losing Dr Allan and his surgery in its current format at the end of March next year and we can be very grateful that he has given us this 6 month period to organise ourselves instead of the 3 months that would have been a possibility.

The NHS, the Parish Council and I have been very proactive in getting the ball rolling as far as a replacement service is involved and the outlook is potentially very good. We are hoping to replace what we have with something similar but improved, not to lose our provision to Bridgnorth etc. The work is well underway and time is on our side too (honest!).

Obviously, a lot of this activity takes place in the background so it is our responsibility to make sure that our parishioners are encouraged and reassured that positive work is ongoing and that they don’t need to either worry about the future of our provision or think about moving somewhere else.

I am currently still awaiting any further information from the officers in Shirehall relating to the 20mph zone and other road safety possibilities I’ll keep you all updated as and when I know anything more.

I was in Shirehall this month at a Communities Overview Committee meeting where we discussed the Council’s Economic Growth Strategy to 2022-2027 and a draft action plan will be forthcoming in the very near future.

We also discussed how the council are addressing the issue of Domestic Abuse in our County, where we agreed to appoint a multi-agency Domestic Abuse Local Partnership Board to carry out governance and to develop and publish a strategy for the provision of all necessary support for all victims on our area.

We met again this month as the JSNA (joint strategic needs assessment) continues to progress. The outlook of the process is very positive, and we all look forward to the actual, tangible benefits that it will bring to our village.

A quick word on the Bus Service too. It IS going to continue after the initial funding until the end of March runs out, but we are still not sure in what format. Both the council officers and I are committed to making sure that it is suitable for our villagers needs and potentially improved. Again, this is an ongoing situation with much negotiating going on around the county between bus operators and the council so I will keep you up to date on any developments.

Finally, can I offer my sincere thanks to all of those who were involved in the Christmas Fair / lights switch on event at the end of the month. It was great to see so many people there and to be a part of a really positive village event.

Mark Williams

**06. Matters Arising**

**Streetlighting**- Cllr Rodgers shared the current plan to join Shropshire Councils energy scheme from January which will be sourced from renewable energy sources. This will both save energy and be more environmentally friendly. We are now paying a reduced rate for our energy from NPOWER until we switch in January. It has been estimated that Highley Parish will need to pay around £3500 to convert the remaining bulbs to more energy efficient LED bulbs.

**Upcoming roadworks on B4555-** Cllr Quinn shared the concern that there needs to be a solution to the 125 bus still being able to run during this time. Cllr Thakrar raised the issues of Netherton Lane needed repairing. Cllr Vinall has been told that this will be improved by Highways at Shropshire Council.

**January Community Drop-In session-** Cllr Vinall shared the hopes to have a community family information drop in session. Cllr Vinall is currently awaiting a response with a definitive answer of when this will take place with the hopes for this to remain a permanent feature.

**Environmental Working Group-** Cllr Rogers highlighted the latest work completed by the group.

**Persistent Vandalism and Nuisance to Parishioner-** Cllr Vinal shared that he had contacted the parishioner in question and the police have visited the parishioner.

**06. Correspondence**

**Highways Communication and Engagement officer-** Road works to Barke Street and Station Road to take place within 2023. Dates and further information yet to be provided.

**NALC Newsletter**

**Street works-** Closure of Borle Mill on 9th January for removal of vegetation

**TC Homes-** Invitation to meet with them which will be shared with councillors once this comes to fruition and it was shared it would be beneficial to have a planning committee representative attend.

**Hannah Thomas-** Speed complaint on the B4555. This was escalated to Kate Owens from Cllr Peter Vinall, with the promise of follow-up speed checks to take place.

**07. Highley Medical Centre**

Cllr Vinall shared the latest correspondence from NHS representative Tom Brettel. This was circulated to all councillors. There are currently no definitive plans in place but there are lots of enquiries taking place for possible resolutions to keeping a medical provision with Highley.

**08. JSNA Meeting**

Cllr Vinall shared a reduced number of slides from the latest JSNA meeting. These covered the income levels within the village, population, age of residents and further socio-economic factors. Cllr Vinall will circulate the full power-point to councillors. Desired improvements and health and well-being issues from parishioners were also highlighted within the slides.

**08. To Approve Internal Noticeboard for Severn Centre**

It has been quoted for an internal noticeboard with the price of £249 plus VAT with a £50 plus VAT delivery cost. It was **RESOLVED TO ACCEPT** that this goes ahead with a correct finalised quotation with bill.

**12. Planning**

Cllr M. Moore shared the planning committees notes and recommendations concerning the below applications.

Reference: 22/05255/FUL (validated: 21/11/2022)

Address: Oak View, Cockshutt Lane, Highley, Bridgnorth, Shropshire, WV16 6JL

Proposal: Erection of a single storey side and rear extension

Applicant: Mr T York (Oak View , Cockshutt Lane, Highley, Shropshire, WV16 6JL)

It was **RESOLVED** to support this with no objections.

Reference: 22/05295/FUL

Proposal: Erection of single storey rear extension with new pitch roof to garage and raised flat roof on utility

Applicant: Mr Ivor Langford

Address: 21 Jubilee Drive, Highley, Bridgnorth, Shropshire, WV16 6EU.

It was **RESOLVED** to support this with no objections.

**13.Finance:** H. Cordey – Salary, HMRC Tax & NI. OGL – Emails, SJ Maintenance, HPS Noticeboard removal, Installation of Christmas Tree Stand and Installation of Notice Board, BA Shorthouse Skip Hire, EE parish council mobile phone, Eva Store Confidential Shredding, Halo- Youth Club Room Hire, Halo- Office Hire, Plus any cheques that come in prior to the meeting.

|  |  |  |
| --- | --- | --- |
| BA Shorthouse | Skip Hire | 190.00 |
| H.Cordey | Salary | 915.05 |
| T.A. Gough | Christmas Tree | 450.00 |
| M. Pughe | Donkey Hire | 525.00 |
| S.J.Maintenance | Village Maintenance | 626.03 |
| Highley Property Services | Christmas Tree Base Installation | 550.00 |
| MedUK Group Ltd | Replacement Defibrillators | 143.82 |
| Highley Property Services | Village Maintenance | 100.00 |
| Highley Property Services | Noticeboard Installation | 450.00 |
| EE Limited | Mobile Phone Payment | 33.60 |
| SALC | Training Fees | 375.00 |
| Spartan Trophies | Engraved Trophies | 139.44 |
| HMRC | Employer NI | 25.75 |
| Eva Store | Off site shredding | 74.10 |
| Severn Centre | Office and Meeting room hire | 372.50 |
| Severn Centre | Youth Club Hall Hire | 128.40 |
|  |  |  |
|  |  |  |

**RESOLVED TO ACCEPT**

Signed …………………………………………………… Chair ……………………………………………..Date