Highley Parish Council

Ordinary Parish Council meeting held on Tuesday 15th January 2019 at the Severn Centre, Highley.

**Present:** Cllrs G Court (Chairman), R Honeybourne, A Honeybourne,

D Thakrar, D Bayley (will have to leave the meeting at 8.30pm), N Barker, T Helford, P Atkinson, J Law, P Vinall.

Parishioners: 0

Locum Clerk: Mrs Freda Morris

Clerk: Mrs E Preston

PC A O’Leary

The Chairman welcomed PC Ann O’Leary to the meeting who had come to talk about the CCTV upgrade.

**00**. Parishioners Time:

No parishioners 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 the interest is entered in the register of member’s interest maintained by the monitoring officer.***

Cllrs A and R Honeybourne declared an interest in items 6 and 8.

**01**. Apologies for absence: Cllrs R Broome (holiday), M Phipson (ill), D Tremellen (ill),

J Marshall (ill), M Brooks (ill). It was **RESOLVED to accept these apologies.**

**02**. To confirm the minutes of the meeting dated 4th December 2018:

These had been circulated with the agenda and Clerk pointed out that there had been an error where a planning application comments had been omitted from the minutes and had rectified these and provided Cllrs with a copy of the amended minutes. With this amendment it was **RESOLVED to accept the minutes as a true record and the Chairman signed these accordingly.**

**03.** Matters Arising:

Response from Halo re: community facilities: Chairman reported that there is a Board Meeting next Thursday and had asked for the Café to be put on the agenda. It was also agreed to ask for the Skate Park, and any repair work required on the building to be put on the agenda.

A comment was made regarding the outside of the building looking untidy with the residue of the Christmas tree still there. The PC logo also needs adding to the signage.

Village laybys – no update.

Grit bin – Clerk till ask Cllr Tremellen for an update but understood that SC did not have any grit bins available. It is understood that the grit bin at the bottom of Borle Mill which has been damaged has not been replaced 0- Clerk will chase this.

Cllr Vinall asked if there was any update on the Taylor Wimpey site regarding the excess water – no update. Cllr Vinall confirmed he had contacts at Taylor Wimpey and would be happy to investigate if required.

It was **RESOLVED to suspend Standing Orders to allow PC Ann O’Leary to give an update on the CCTV (item 17).**

PC O’Leary confirmed that the quote to upgrade the system was £34,455/23 which dated May 2018 but Tech Services had agreed to honour this quote. The PC would need to find £14,356.35 and Clerk confirmed that the Neighbourhood Fund could be used.

The equipment would be guaranteed for 3 years with no maintenance for 3 years then costs for the maintenance would be £1-2k. The present system had a basic upgrade in 2007. It was explained that the CCTV is not all about crime but assurance also for residents.

With the new system vehicle registration recognition is used which is useful for the Police as this can pick up any reported vehicles from other areas/anyone with restraining orders restricted to entering Highley etc.

Cameras would be sited as present at Unity Building (Co-op), Butchers and by the Pen Factory and Hagg Corner.

The old system could be used at Garden Village.

Criminals don’t like CCTV so this is a good deterrent.

Due to Data Protection feedback regarding the CCTV from the Police will be limited but if they feel the Parish Council should know something then they will tell them.

After further discussions it was **RESOLVED that the Parish Council move ahead with this and use the Neighbourhood Fund money.**

PC O’Leary was questioned about Smartwater and it was further agreed that Standing Orders remain suspended for this item.

This is an individual DNA distributed to homes where residents dab valuables. If items are found by Police, they can use UV lights which will show up the owner. Criminals don’t like Smartwater as you cannot wash it off your skin stays on until skin sheds!

Clerk was asked to chase up the cost of the kits and what subsidy is available.

Chairman thanked PC O’Leary and Standing Orders were re-instated to continue the meeting.

**04.** Precept:

a) To discuss report from Revenue and Resources and agree precept for 2019/20:

Clerk had produced the documents as discussed at the Revenue & Resources meeting and circulated to members. The figures were explained to all members.

It was queried ‘Highley Community Centre’ – Clerk confirmed that this was the Severn Centre but had been renamed to this following a request. It was agreed to put this as Severn Centre Trust/Halo.

Cllr R Honeybourne asked if the PC had to justify the precept to anyone. Locum Clerk said the Auditors, if requested and Clerk also said SC could query it.

Cllr Barker felt that as the reserves were within the recommended amounts and therefore no reason to increase these.

After discussions it was **RESOLVED to ask for a precept of £108,360.02 which is approximately 6% increase. Chairman thanked Clerk for her work on the precept.**

b) Clerks salary: In line with NALC Clerk’s salary has been increased by £582.04 per year. Locum Clerk was asked to write to Clerk confirming this increase.

**05**. Correspondence

Letter from Highley Park Homes re: defibrillator.

The letter was read out by the Chairman and it was agreed to send a grant application for consideration at the next meeting. As discussions had already taken place regarding providing a defibrillator in the village (Co-op suggested by Cllr Tremellen) these items could be dealt with at the same time next month.

Letter from June Guest re: hanging baskets/flowers:

Chairman read out letter regarding the flower baskets being left up when the Christmas lights were installed and flower beds/tubs with either dead plants or none planted last year.

This was discussed at length and as the Clerk had been off sick since September this had not been dealt with as a skip needed ordering to take away the dead plants etc.

Cllrs agreed that the village did look a mess and needs to be addressed. It was suggested that this could be a job for the ‘maintenance man’.

Cllr Barker suggested that a work plan is drawn up as to when jobs need doing to try to prevent this happening again. Clerk and Chairman will draw up a work plan.

It was **RESOLVED to write to June thanking her for her continued interest and the work she has done. The PC has the responsibility and will be looking into creating a work plan.**

**It was also suggested that perhaps the School/Youth Council could be asked if they are interested in helping. Anyone working towards their Duke of Edinburgh Award might also be interested.**

Cllr Barker and Vinall offered volunteer time.

SC – Precept letter – Clerk quoted figures from this whilst agreeing the precept.

Any other received after issue of agenda.

Chairman confirmed that at the Action Group meeting concern had been expressed regarding properties not having clear house numbering/names on their properties which causes problems for the Emergency Services. Rhea Hall estate is the biggest problem and it was suggested that perhaps the PC could apply to the STAR Housing Community Chest for funding.

After discussions it was **RESOLVED to start by advertising in the Forum for residents to put visible names/numbers on properties to assist the Emergency Services.**

Information given regarding making the village Dementia Friendly in providing wrist bands etc. to identify residents. It was **RESOLVED to send a grant application to Elaine Moore and will put this on the next agenda for consideration.**

Highley Action Group was set up by Vicky Turner, Enablement Officer, but as the team is being disbanded Vicky will no longer be part of this. Clerk is willing to carry on with this if the PC agree.

Cllr Barker pointed out that this came about at the APM with housing problems and felt that the PC should continue with this.

**RESOLVED that Clerk continues with this and a letter of thanks sent to Vicky for all her work.**

**06.** Planning:

*Cllrs A and R Honeybourne declared an interest and left the room.*

a) 18/05301/TCA – Cut back selected branches and reduce crown by up to 3 metres (see photo) of two Sycamore within Highley Conservation Area. Applicant Mr D Charles, Highley Church, Highley

Cllrs supported this as long as it was in line with SC policy.

Cllrs A and R Honeybourne were called back into the room.

d) Any others received after issue of agenda – No further applications received.

**07**. Village Clock: - Cllr Court – any update/account for work:

Cllr Court reported that the initial cost was £800 but the parts invoice is for £860 – were Cllrs happy with this. It was **RESOLVED that this was acceptable.**

**08**. Churchyard Burial Grounds – any update received.

Cllrs A and R Honeybourne declared an interest but as there was no update it was agreed that they did not leave the room.

**09**. Village Maintenance – To discuss any applications received:   
2 applications received. Interview panel had been arranged as Cllrs Court, A Honeybourne, Holford, Thakrar and Clerk. It was felt that perhaps it should only be 2 Cllrs plus the Clerk and it was **RESOLVED that this would be Cllrs Court, Holford and Clerk with Cllr A Honeybourne as a reserve. An interview will be arranged by Clerk.**

**10.** Police and Crime Commissioner – Smart water Scheme – any update Clerk to chase this.

**11.** B4555 – condition – any update:

Knowle Sands to commence 21st January.

Locum Clerk reported that Graham Downes had promised to carry out pothole repairs on Kings Arms bend and also to ask Kier to carry out more work along this road this week!

**12**. Chelmarsh PC – The Astbury - any update:

Awaiting planning decision on this application. Mr Steven turned up for the meeting last week despite the Clerk sending 2 emails to 3 people notifying him of the change of date. Chairman felt that this application was mainly Chelmarsh and the comments about the roads had been made at all meetings he had attended. Clerk pointed out that the consultation period had ended.

**13.** Shropshire Councillors Report – no report.

**14.** Environmental Maintenance Grant **-** any update:

Clerk confirmed that she had applied for the maximum £1500 grant for 3 years, but a decision has not yet been received.

**15**. Bus Shelter – top end of Clee View:

Cllr A Honeybourne asked about the possibility of putting a bus shelter near to the Dr’s Surgery at the top end of Clee View. The bus to Kidderminster bus picks up at the top instead of opposite the bus shelter in Clee View due to parked vehicles and he is concerned that an accident could happen.

It was suggested that the Village Maintenance Group look at this. Clerk will speak to Andy Oliver and ask him to come and have a look.

**16.** Local Plan – Preferred Site – update from meeting:

Chairman confirmed that the consensus of the meeting (attended by approx. 100 people) was no to this site or anywhere else until the infrastructure is sorted out.

People were urged to fill in the questionnaires.

Concern was expressed that a comment was made at the meeting that the PC had not made residents aware of the site – this was Shropshire Council carrying out the consultation not the PC.

Shropshire Cllr Tremellen has called another meeting for next week to discuss the other sites which had been put in, but this again is nothing to do with the PC.

The proposed site was not the preferred site of the PC but there is nothing the PC can do regarding this at the present time.

**17.** CCTV upgrade – already dealt with.

**18.** Finance:

a) Accounts for payment:

Clerks Salary – Mrs M E Preston - £919.03 Pay increase from 1st April – Clerk was asked to write to Ella confirming this pay rise.

HMRC – Tax and National Insurance. - £67.63

SLCC - £196.00 - Subscription

Mrs F Morris account - £244.25 up until tonight.

Bowling Club donation – grant application form to be completed

Eon accounts - £130.39

Npower - £3497.79

It was **RESOLVED to suspend Standing Orders for 10 minutes.**

Skate park – to discuss financial support for this project:

4 designs had been put forward and votes taken with the preferred choice being Option 3 at a cost of £40,000 + VAT which does not include fencing, tarmac, furniture etc. Resurfacing cost approx. £3-4k.

Police Commissioner has offered £1000 and Halo will be asked to apply to Awards for All for £10,000.

Cllr Barker pointed out that she would like to see the cost of the tarmac/fencing (to comply with H & S), ongoing costs etc.

It was **RESOLVED that in principle the PC support this and this will be put to the Parish Council representatives to speak to Halo next week and put an action plan in place together.**

c) Any other accounts received after issue of agenda – none.

**19.** Items for next agenda:

**20.** Date of next meeting: 5th February 2019

**There being no other business the meeting closed at 9.10pm**

**Signed: Chairman Date:**