### HIGHLEY PARISH COUNCIL

**An ordinary meeting of Highley Parish Council was held on Tuesday 7th June 2022 at 7.30pm at the Severn Centre, Highley.**

**Present**: Chair P., Vinall, Councillors; D.Thakrar, T.Quinn, E.Moore, T.Pinches , J.Law, N.Waterson, M.Moore, J.Bowkett, J., Felix, S.Ambrose, M. Williams

Shropshire Councillor: Gwilym Butler

Clerk: E.Preston

Assistant Clerk: H. Cordey

Parishioners: Mr Liam Atwell, Mr James Griffin, Mr Roger Crawford, Mr Howard Shaw and Mrs Yvonne Shaw

**00. Parishioners Time**

**01. Apologies for absence and reasons for absence**

Councillors: John Marshall due to personal reasons and Nicola Edwards due to isolating with COVID. Apologies accepted. **RESOLVED AND ACCEPTED**

**02. To confirm the minutes dated 3rd May 2022**

 **RESOLVED AND ACCEPTED**

**03. Mrs.J Maiden- Information on the proposed Wellness Woodland Retreat at Severn Meadows**

Jess Maiden and Sharon Williams attended this part of the Parish Council Meeting to inform councillors of the newly established Wellness Woodlands Retreat, which has just had its opening weekend. It runs under the 56-day rule and is family orientated with rules in place to respect the local residents. The aim of this retreat is to reunite families and people with nature, something which became to the forefront of people’s needs during COVID. They also operate under freedom camping in which they work with the Woodland Trust. This site is non-commercial and will be providing forest school and home education services. The site is seasonal and there are currently three bell tents in situ and a limit of 20 tents to be erected at any time. There were no objections raised by councillors and Mrs Maiden and Mrs Williams were thanked for taking time to inform the council.

**04. Matters Arising**

**Youth Services- Highley Reach** Cllr. Vinall explained to the Parish Council that the youth service was unable to operate for one session due to lack of volunteers. They are still seeking volunteers but have liaised with the Friday Event who have kindly stated that if needed they would step in to prevent sessions from being unable to run.

**Report from Halo Quartly Board Meeting with Shropshire Council/Highley Parish Council-** Please see the minutes from the meeting. A report regarding Minors café was given.

**Colliers Way-** Please see minutes from meeting that took place between Highley Parish Council and Shropshire Council Representatives. There was a clear expression of frustration from the Parish Council at the clear lack of communication. Planning officers that the council has contacted have now referred the matter on to other Shropshire Council employees. Enforcement notice has now been issued. It was expressed that there is some concern over the location of the proposed crossing now as it was felt by some councillors that the most beneficial location to have a pedestrian crossing would be towards and close to Highley Primary School. It was explained that this is not a viable option from Shropshire Council. Councillors also raised concerns over potentially using Highley CIL funding towards this crossing, as it was questioned that this may not be the most beneficial use of CIL money. Cllr S.Ambrose raised the issue of the safety of the junction itself, which was noted and Highley Parish Council have raised this many times previously before the development was began.

**05. Correspondence**

**Shropshire Youth Conference-** 25th June

**Mr. Roger Crawford- Camping Severnside**- Email circulated to all councillors

**Mrs. Deanna Brown- Proposed New England Chalet Site-** Email circulated to all councillors

**SALC- May bulletin-** It was suggested that councillors take the time to sign the SIGMA letter sent out through SALC. It was also noted that Shropshire Council have some relevant information within their website regarding the current food poverty and cost of living crisis.

**Cllr.N.Barker- Resignation.** Thank you for Cllr Barker for all her service to the council and all the best for her new home.

**Bridgnorth and Shifnal Area Committee Meeting-** Monday 13th June

**Community Open Day-** The event held appeared very successful and it will be reviewed in order to build on this event for it to become an annual feature within the Parish.

**06. Planning**

Planning Reference- 22/02166/Ful

Development Proposed- Application under 73A of the Town and Country Planning Act 1995 for the retrospective conversion of a café building to residential use as a single dwelling to include erection of a single storey extension and porch.

Location- Ladymoor, Severnside, Highley, Bridgnorth, Shropshire.

**RESOLVED AND ACCEPTED.**

**Planning Decisions-**

Reference: 22/00848/FUL (validated:07/03/2022)

Address: Whitehouse Farm Barn, Netherton Lan, Highley, Shropshire, WV16 6NJ

Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the erection of a dwelling with associated works.

Decision: Refuse Reference 22/00527/OUT (validated: 18/02/2022)

Address: Land West of 13 Beech Street, Woodhill, Highley, Shropshire

Proposal: Outline application with all matters reserved for the erection of a pair of semi-detached dwellings (resubmission of application 20/03697/OUT)

Decision- Refuse

Planning Reference- 22/0037/FUL (validated: 14/02/2022)

Address: Bache Arms, High Street, Highley, Bridgnorth, Shropshire, WV16 6JU

Proposal: Conversion of existing first floor apartment and function rooms to form 3 apartments.

Decision: Refuse

**07. Severn Centre- Management Fee- Payment of first 6 months**

**RESOLVED TO ACCEPT**

**08. Car Parks Village Centre- Cllr.Thakrar- Report and photographs circulated to all councillors**

Cllr. Thakrar is concerned regarding the loss of residential car parking spaces on the West Midlands COOP carpark within the village centre. Further to this, Cllr Thakrar expressed concern over residents being fined for using this car park. It is private land and Cllr Thakrar stated that he does not recall planning permission for the car park cameras. Further to this, Cllr Thakrar brought to the attention of the Council the faded white lines in the opposite car park situated near the Cost Cutter and expressed that this car park can be considered to be in a poor state. Cllr Thakrar refers to the Highley initiative (which has now disbanded) and wants to uphold promises that were made through this initiative over 10 years ago.

It was **RESOLVED AND ACCEPTED** to repaint the car park located by the cost cutter and put appropriate signage in situ alongside potential time limits for use of this car park.

**09. Play Areas- Cllr Bowkett- Report and Photographs circulated to all councillors**

Cllr Bowkett brought to the attention of the Council the poor state of the available children’s play park area within the village. It was widely agreed by all councillors that this was the case and improvement would be beneficial to the many children and families within the village. It was suggested that a new working group come forward to explore this and engage with providing new youth services for Highley. Cllrs Waterson, Law, Quinn, Bowkett and Thakrar volunteered to be part of this initiative. A meeting is to be arranged. Through this they will be able to explore funding options such as; Public Works Loan, CIL money, SALC, grants and Halo.

**10. OGL- Price Increase for email system- email circulated to all councillors**

It was **RESOLVED AND ACCEPTED** to take the Fixed rate.

**11. Highley Parish Council Insurance Quotation**

It was **RESOLVED AND ACCEPTED** to take the fixed policy for three years

**12. St Marys Churchyard Maintenance Payment**

It was **RESOLVED AND ACCEPTED** to make payment of half the overall cost, which is the sum of £3650, with the church paying the further £3650.

**13. Notice Boards High Street/ Station Road- To purchase new boards**

The council were informed that the Triple Noticeboard located centrally within the village has had to be removed due to it no longer being safe or functional and it is beyond further repair. It was RESOLVED AND ACCEPTED that quotations be sought to replace this. Cllr. E. Moore advised the council that a noticeboard on Station Road is also needed. It was suggested that this be put forward to go on the precept for next year.

**14. Finance- RESOLVED AND ACCEPTED**

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| **AJGIBI GBR**  | **Insurance** | **1568.92** |
| **HMRC**  | **Tax and National Insurance**  | **112.84** |
| **M.E.Preston** | **Salary**  | **1016.89** |
| **H.L.Cordey** | **Salary**  | **929.05** |
| **HMRC** | **Tax and National Insurance** | **112.84** |
| **OGL Computers**  | **E-mail System** | **154.72** |
| **Severn Centre** | **Room Hire**  | **442.26** |
| **Severn Centre**  | **Room Hire Parish Council**  | **128.40** |
| **S.J Maintenance**  | **Maintenance** | **400** |
| **S.J Maintenance** | **Maintenance** | **180** |
| **Severn Centre** | **Management Fee** | **20, 965.80** |
| **Severn Centre** |  | **372.50** |
| **St Marys Church** | **Tree Removal** | **3,650** |
| **Bridgnorth Crucial Crew** | **Grant Payment** | **390** |

**Signed ……………………………………….Chair Date: ……………………………………..**