HIGHLEY PARISH COUNCIL

An ordinary meeting of Highley Parish Council was held on Tuesday 7th November 2023 at 7.00pm at the Severn Centre, Highley.

**Present**: Chair T. Quinn, Councillors: T. Pinches, P. Vinall, E. Moore, J. Law, A. Edwards, J. Marshall, D. Thakrar, A. Rodgers, A. Hancox, L. Hodnett, J. Griffin, E. Aspin.

**Clerk:** Alison Palmer

**Shropshire Councillor:** Mark Williams

**Parishioners:** Mrs Sally Bunn, Mr Adam Lucas, Mr R Adlington.

**01.Apologies and reasons for Absence**

Councillors C. Stanley due to holiday.

It was **RESOLVED TO ACCEPT** these apologies.

**02.To confirm the minutes of the meetings dated Tuesday 3rd October 2023**

It was **RESOLVED TO ACCEPT** these minutes.

**03. Application for Vacant Councillor Position-** Mrs Sally Bunn and Mr Adam Lucas (both declarations of Interest have been forwarded to Council) Both gave strong arguments for their position, and it was **RESOLVED TO ACCEPT** Mr Adam Lucas to the final vacant position to join Highley Parish Council.

**04. Clerk’s Update** This has been a very busy month! We have had disappointing news regarding the road resurfacing and the donkey bridge repairs being delayed. Holly and I have completed the VAT return before she officially started her maternity leave, and we have now received the payment from HMRC. I have started to prepare for next years precept. I have also created induction packs for all new councillors and have investigated booking new councillor training in the new year when next available. I had a productive morning with some volunteers from the village putting the poppies and metal ‘Tommy’ soldiers up around the village. There were lots of wi-fi issues at Halo which was challenging for a couple of weeks but thankfully this has now been resolved, and the room hire increase has also been accepted by council. I have removed my logo on emails for easier printing as requested by Cllr Thakrar. The continuation of Christmas Lights event planning has included promotion and a meeting with ‘LightWire’ this evening as they did their final walk-round the village…and the tree has been ordered for delivery on 20th!

Silverdale allotment is now complete with every tenant finally tracked down and only two payments to be received! So now I am tracking down holders of plots on Hitchens Way and supporting them through the new tenancy agreements and payment system.

All HPC Policies have now been updated and once approved will be added to the website.

We held a meeting with Kina Robertshaw, Roy Adlington Cllr Pinches, Cllr Marshall, and Cllr Edwards to formally request her to switch-on the Christmas lights and share information and support for The Remembrance parade, joining all the organisations within the village for this special time.

Working groups are going to be totally revamped now we have full a council so I will be in touch with everyone shortly and am working with Cllr Vinall to compile a database with a more viewer-friendly poster as requested by Cllr Moore.

I have had a big drive to share information locally, not just with councillors but noticeboards, social media (doubling the Facebook group of 220 to over 400 parishioners!) and the website has daily interaction, and I am looking forward to working towards improving it asap. Along with promoting the public face of the Parish council bringing the community together and becoming more transparent and accessible to the parishioners.

To be minuted: Thanks to Clerk on behalf of the HPC

**05.Correspondence**

Road Closures: A458 Bridgnorth to Morville Heath 13-15th November

 St Mary’s Street, Bridgnorth 21/1/2024

 Kinlet Road, Kidderminster 9/10/23 29/10/23

 B4555 Eardington to Bridgnorth 10/11/23 – 13/11/23

 B4555 Chelmarsh to Upper Forge 22/11/23 – 24/11/23

 A4169 Much Wenlock – Buildwas 8/01/2024 – 19/01/2024

 Tenbury Road – Cleobury Mortimer 13/11/23 – 17/11/23
 B4363 Deuxhill to Billingsley 29/1/2024 – 31/1/2024

* Raffle Prize Letter sent to SharePoint and HPC
* Cllr Edwards Report regarding Bridgnorth Sixth Form Provision circulated to Councillors and added to SharePoint.
* Climate and Ecology Bill request.
* Local Health and Community tackling high blood pressure.
* Policing update of callouts.
* Highley Christmas Fayre Poster

**06. Reports to be circulated.**

1. **Shropshire Councillor Mark Williams –** discussed his report - Cllr Thakrar requested confirmation of Shropshire Council financial viability from Cllr Williams to be minuted.
2. **Policing report –** not received

**07. To update on nominations for this year’s** civic It was **RESOLVED TO ACCEPT** the nominations Dale Schnelting, Alan Preece and for the Dennis Bache shield award; the new first responders, Christo, and Claire Van Aswegen. Invitations to be sent discreetly to recipients and Miss Charlotte Bache to present the DB award on behalf of her father, and Spartan trophies to order and engrave the new awards.

**08. To appoint councillor representative for wreath laying on Remembrance Sunday** It was **PROPOSED TO ACCEPT** Cllr Quinn, Chair and Cllr Pinches, Vice Chair to lay the wreath on Remembrance Sunday.

**09. To approve purchase of lanyards for new councillors**: It was **PROPOSED TO ACCEPT** the purchase of new lanyards and casings.

**10. To approve new Policies** – Cllr Griffin requested that it be minuted that the policies were a ‘great read’ and the council expressed thanks to Clerk for working on these. It was **PROPOSED TO ACCEPT** these policies and add to the website.

**11. Request to support Climate and Ecology Bill** Cllr Quinn explained that the request was to support a press release or not. The **PROPOSAL WAS REJECTED** in view of the bill being vague.

**12. To form a Police Force working group** It was **RESOLVED TO ACCEPT** a Police working group and to email Clerk for anyone wishing to join and to arrange future dates for meetings to arrange objectives for 2024.

**13. To consider funding towards Highley Medical Hub.**

It was **PROPOSED TO ACCEPT** that Cllr Quin send a letter of reassurance to Halo to state HPC commitment to working alongside Halo long term.

**PART 2:**

It was **PROPOSED TO ACCEPT** that no additional funding is provided at this time and more details of plans are required before Highley Parish Council can commit to further financial support.

**14. Planning applications received- plus any further applications after issue of Agenda.**

Planning Ref: 23/04308/FUL

Development proposed: Application under 73A for retention roof covering to existing silage clamp to create an agricultural workshop and machinery store.

**15. Finance:**

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| --- | --- | --- |
| EE  | Mobile Phone  | 38.44 |
| HMRC  | Tax and NI | 301.68 |
| H. Bowkett | Salary | 1057.09 |
| A Palmer | Salary | 847.49 |
| Severn Centre | Room Hire/Community Hall | 337.46 |
| A Palmer | Expenses | 15.98 |
| Technical Services | CCTV | 736.98 |
| Highley Property Services | Bus Shelter Repair | 340.00 |
| Non-Stop Kids Entertainment | Christmas Lights Event | 199.00 |
| D Maiden | Hedge Cutting | 780.00 |
| Royal British Legion | Donation | 250.00 |
| BA Shorthouse | Skip Hire | 200.00 |

It was **RESOLVED TO ACCEPT** to pay these invoices.

**Signed by………………………………………………………Dated: ……………………………………………………………………**