HIGHLEY PARISH COUNCIL

An ordinary meeting of Highley Parish Council was held on Tuesday 3rd October 2023 at 7pm at the Severn Centre, Highley.

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

**Clerk:** A. Palmer

**Shropshire Councillor:** Mark Williams

**Parishioners:** Mr Adam Lucas, Mr Andrew Hancox, Mrs Louise Hodnett

1. **Parishioners Time**

Mr Adam Lucas expressed his concern about trees that have been cut down along Netherton Lane recently. He claimed to be passionate about protecting nature and exploring moths as a keen entomologist and wants to find out why these trees have been felled, requesting more pro-active management of the local countryside.

Chair Quinn asked for photos to be forwarded to him and suggested approaching Shropshire District Council to confirm if the trees were felled in a legal manner.

**01.Apologies and reasons for Absence**

Councillors C. Stanley due to work commitment.

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

**02.To confirm the minutes of the meetings dated Tuesday 5th September 2023**

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

**03. Application for Vacant Councillor Position- application to be forwarded.**

There were three applicants for the two current vacancies.

Adam Lucas expressed an interest to become a Parish Councillor but did not meet the criteria of residing in the Parish for at least 12 months prior to application. It was **RESOLVED TO ACCEPT** Mrs Louise Hodnett and Mr Andrew Hancox for the two vacant positions as Highley Parish Councillors.

**04. Clerk’s Update**

This month has been busy with ongoing training to cover maternity leave, including HB completing her finances up until leave starts, and pushing the finance training for AP including access arrangements, log ins and using some unfamiliar software. An update on all of HPC policies will be arriving soon for approval, and amendments of banking details request (BACS) have been made to the grant application, also added to the website. There has been continuous communication with contacts updating that Ella is no longer Clerk and yet is still receiving mail (inc final reminders!) Chasing Christmas lights and street light technicians including the ongoing issue with the streetlight on Birdcage walk (HB met with technicians and they have explained no power cable to the lamppost – a lengthy process which is continued to be investigated) and applying for relevant permits and catalogue for new purchases of Christmas lights, meetings with communications and events working party to discuss arrangements with Jack regarding switch-on date 25/11. HB/TQ have met with Andy Keyland from Highways (which Mr Williams was invited to and attended) and they have discussed the outstanding actions, CCTV at SC has now been transferred to HPC only and no access to SC cameras as per previous termination agreement. The allotments on Hagg Corner have now been filled and contracts and monies are beginning to come in, we will be moving on to the Silverdale site next.

**05.Correspondence**

Shropshire Green Doors

New Chief Constable search

Safer Neighbourhood Cuckooing

NALC Newsletter

Minutes from Bridgnorth & Shifnal Area Committee

Marches Energy Agency Upcoming Events

Highley Reach Update

Hedges Verges and watercourses Conference

Road Closures: Much Wenlock/Muckley Cross

Cleobury Mortimer (Remembrance Parade)

Stourbridge road, Bridgnorth.

Much Wenlock lights switch on.

**06. Reports**

1. **Shropshire Councillor Mark Williams** **–** shared with councillors. Reassurance regarding back log of works were now being addressed. CiL funding application going ahead, Doctors Surgery thriving in new central location, Highley Community Information drop-in session confirmation and various meetings that have been attended concerning the Parish.
2. **Policing report –** shared with councillors regarding a surgery in the village 19/10/23 1-3pm and updates for crime within the area.

**07. To approve quotation for new noticeboard at Station Road and possible location**

Cllr Edwards proposed siting a noticeboard at Severn Valley Country Park but there were concerns of vandalism. **PROPOSAL REJECTED**

It was **RESOLVED TO ACCEPT** to review sites around the Smoke Alley area and return to full council with quotations including installation.

**08. To approve funding request from Shropshire Strengthening Families –**  It was **RESOLVED TO ACCEPT** to pay the sum of £180 to provide refreshments for the community drop-in sessions run by Shropshire Strengthening Families.

**09. Ownership of The Severn Centre – Councillor John Marshall** Cllr Quinn explained historical events covering the ownership of The Severn Centre supported with timelines and documents provided by Cllr Pinches. Cllr Marshall queried the management agreement which expires in 2027. Cllr Marshall queried the repair issues at the centre. Cllr Quinn explained some of the recent positive changes including longer opening hours of the pool during the summer and future discussions regarding the siting of the new medical centre within the building. Cllr Moore and Cllr Quinn requested that Shropshire Cllr Williams could support legally if required in the future. Cllr Rodgers suggested that a review of the management contract before 2027 would be beneficial. No further action to be taken at this time but minutes from the upcoming SC advisory board meeting to be shared amongst Councillors once received.

**10. To request confidential nominations for this year’s civic awards** It was **RESOLVED TO ACCEPT** to open nominations up to the public via Facebook and the HPC Website and all nominations to be received by the Clerk.

**11. Christmas Lights update following meeting 28/9/23 – Councillor Tracy Pinches** It was **RESOLVED TO ACCEPT** to spend £450 on entertainment at this year’s event to include two interactive animal shows and a walk-round entertainer.

**12. To approve Poppy annual donation for wreath to Royal British Legion** It was **RESOLVED TO ACCEPT** to pay the regular £250 donation to The Poppy Appeal to include a wreath for laying on Remembrance Sunday. The Council representative to lay the wreath will be discussed at next month’s meeting.

**13. CIL Application for the Health Hub in Highley – Councillor T Quinn** HPC have been asked to donate from the Neighbourhood fund towards the potential medical centre within the SC, Cllr Williams explained he had an upcoming meeting on the 6/10/23 regarding the CIL funding and would feedback further information when it was available. Cllr Quinn clarified that HPC had made no confirmation regarding allocating CIL funding for this project. It was decided that more information would be required for a future discussion on the matter.

**14. Update regarding Sixth Form provision in Bridgnorth following BSF Consultation evening – Councillor Alex Edwards** due to time constraints, it was decided that this item needed to be deferred to the next meeting or written notes provided to Clerk to be shared amongst council.

**15. Wider strategy discussion on policing procedures – Councillor A Rodgers & Councillor T Quinn update** Cllr Quinn summarised his meeting with Sgt Kate 0en and his recent meeting with Sgt Steve Grant expressing his concerns regarding policing within the Parish. He was reassured that a minimum of a PCSO should attend any crime that has been committed, and if there is evidence then it will be escalated to an investigation team. Cllr Rodgers stated that there is a multitude of aspects of police provision that is ineffective and proposed that a working group be formed to tackle this issue. It was **RESOLVED TO ACCEPT** that a new working group be formed to work directly with the Police Services.

**16. Planning applications received**

Planning Reference: 23/03749/VAR

Development Proposed: Removal of condition No.2 and vary condition No.3 attached to planning reference 21/01129/FUL permission dated 22/2/22.

OS Reference: 373981 - 282767

Location: Silverwoods, Netherton lane, Highley. Shropshire

**It was resolved to OBJECT to this application on the grounds of ‘conditions in place on original proposal to be upheld’**

Planning Reference: 23/03759/VAR

Development Proposed: Removal of condition 2 attached to planning permission 89/1150 dated 3/9/1990 (resubmission)

OS Reference: 373305 - 284157

Location: The Stables, Bridgnorth road, Highley. Shropshire.

**It was resolved to SUPPORT this application with no objection.**

**17. Finance:**

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| EE | Mobile Phone | 38.44 |
| HMRC | Tax and NI | 348.72 |
| H. Bowkett | Salary | 1057.09 |
| 1. Palmer | Salary | 847.49 |
| PKF | Accounts Services | 504.00 |
| S. Bowkett | Plants + basket retrieval | 950.00 |
| H. Bowkett | Expenses - Stamps | 15.20 |

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

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