

HIGHLEY PARISH COUNCIL

Clerk: Miss Alison Palmer

Severn Centre, Bridgnorth Road, Highley, Nr. Bridgnorth WV16 6JG

Email: clerk@highleyparish.co.uk

Phone: 07496821159

To: All members of the Planning Committee,

You are summoned to attend a Meeting **of the Planning Committee** which will be held at **The Parish Council OFFICE within the Severn Centre** at **6.30pm on Tuesday 30th September 2025** for the transaction of business as set out in the agenda below.

Members of the public are invited to address the Council at the start of the meeting. If you wish to speak at the meeting, please contact the Clerk prior to the meeting.

A. Palmer
Alison Palmer
Clerk/RFO to Highley Parish Council.

01. Apologies for Absence:

02. Declarations of Interest

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 or other registerable interest, whether or not the interest is entered in the register of members interest maintained by the monitoring officer.

03. Parishioners Question Time

Members of the public who are electors of the Parish of Highley are advised that they are welcome to ask questions about agenda items. If a question relates more generally to the business of the Council, advance notification is preferred in order to provide a more considered response. Verbal responses are not always possible, and so questions may receive a written reply. In accordance with standing order 1 (HPC/SO 2024) questions should be related to matters of the Parish Council policy or practice not related to the individual affairs of either the questioner or another named person.

[Clerks Note: The Chairperson for the meeting will generally permit up to 15 minutes for public questions, each question being limited to 3 minutes, standing orders may be suspended to allow discussion from the floor between applications]

04. Minutes

To approve the minutes of the meeting of Highley Parish Council held on **Tuesday 26th August 2025**

05. Members are requested to make comment on the following applications:

(plus, any further applications that are received following publication of this agenda)

25/03482/REM Approval of Reserved Matters (access, appearance, landscaping, layout and scale) Proposed Residential Development Land east of Cockshutt Lane, Highley. Mr Tom Davies

25/02914/FUL erection of two storey extensions. Wrens Nest Cottage, Netherton Road, Mr & Mrs Gary Powis.

06. Comments are invited regarding the Pre-Application Planning protocol for developers.

Supporting documents emailed 27/7/25

07. To consider and discuss any anticipated developments relating to the planning application for the Castle site's proposed conversion to a House in Multiple Occupation (HMO).

Members are invited to share any potential future actions or positions the Council may wish to adopt, including the feasibility of advocating for conditions such as:

- Restricting occupancy to exclude single tenancy agreements
- Prioritising residents with established local connections

Members are requested to undertake preliminary research and bring forward relevant information to inform any future representations or responses.

08. Exclusion of the Public – Public Bodies (Admission to Meetings) Act 1960 In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 Members are requested to consider excluding the public from this item due to the confidential nature of the business to be discussed. The matter relates to potential enforcement action concerning recent reports of planning breaches.

09. Next Meeting Date.