



Present: Cllrs T. Quinn (Chair), D. Thakrar, E. Aspin, L. Hodnett, S. Bunn, C. Whitehouse, L. Crocombe, M. Roberts, J. Marshall, H. Hancox.

Clerk: A. Palmer

County Councillor: Sharon Ritchie-Simmons

Members of Public: There was one member of the public in attendance.

Highley Parish Council – Tuesday 2nd June 2026

“Under the Local Government Act 2014 meetings can be recorded and broadcast. Those who attend a meeting should expect to be recorded. Any request from a member of the public not to be recorded can be conveyed to the Clerk and the request will be respected by those recording – who will also be expected to inform the Clerk as a courtesy.”

FC26-27.21 - Chair’s Welcome

FC26-27.22 – Apologies for Absence

Apologies received from Cllrs T. Pinches, C. Stanley,

No apologies A. Hancox.

Power: *Local Government Act 1972, s.85* (approval of reasons for absence)

FC26-27.23 – Declarations of Interest

There were no declarations made.

Power: *Localism Act 2011, s.31* (disclosable pecuniary interests) Members must leave the room where required.

FC26-27.24 – Parishioners’ Question Time

There were no parishioners wishing to speak.

Power: *Public Bodies (Admission to Meetings) Act 1960* Public participation permitted under Standing Orders.

FC26-27.25 – Minutes

RESOLVED to approve the minutes of the meeting held on **Tuesday 12th May 2026**.

Power: *Local Government Act 1972, Sch. 12, para.41(1)*

FC26-27.26 – Reports

Power: *Local Government Act 1972, s.111* (powers to discharge council functions)

- Policing Report - not received
- Clerk's Update - shared in supporting documents
- Shropshire Councillor Report – shared in supporting documents
- Working groups and/or committees

Environmental & LNRS Working Group – Resident Support & Climate Briefing Request

a) Resident Request – Acorn Clearance Support To consider a request from the LNRS Group to offer a local resident assistance in relation to the clearance of acorns on their property. Members were asked to discuss whether support could be offered and, if so, to agree to the suggested letter being forwarded.

RESOLVED: To approve issuing the letter helping the resident.

b) National Climate Emergency Briefing – Screening Request To consider a request from the LNRS Group to host a local screening of the *National Climate Emergency Briefing*. Screenings are taking place nationally from April and include a designated support package and promotional materials provided by the NCB organisers. The Working Group is asked to consider: • Whether to support hosting a screening in Highley • Approval to cover the **hire cost of the Community Hall** • Any local promotion or partnership opportunities Further information is available at: <https://www.nebriefing.org/>

RESOLVED to invite local smaller councillors: Kinlet, Stottesdon, Billingsley, Chelmarsh, Farlow, Eardington and other local small parishes.

c) Request to Book Table for Highley Carnival To consider a request to book a table at Highley Carnival, as per last year (£16), to provide free environmental activities and to increase the visibility of Highley Parish Council and its work within the village.

RESOLVED: To book and pay for the table, with Members supportive of encouraging this activity to take place.

FC26-27.27 – Casual Vacancy Update

To receive an update on the Notice of Vacancy and the timetable for co-option. Any prospective councillors who have expressed an interest will be noted, and Council will be asked to confirm the next steps in the co-option process in accordance with statutory requirements.

Dominic Renshaw (details circulated via email) attended the meeting, stood before Council, shared his personal biography and responded to questions from Members.

RESOLVED to co-opt Mr Renshaw to Highley Parish Council.

Power: *Local Government Act 1972, s.87 & s.89* (vacancies and elections) Update on Notice of Vacancy and co-option timetable.

FC26-27.28 – Village Maintenance Working Group: Hanging Baskets

Members received an update on the contractor appointment and installation schedule for the hanging baskets, along with a discussion on the watering arrangements.

RESOLVED: For the 2026 season, watering will continue under the existing informal arrangement, with watering taking place twice a week at the waterer's discretion. A formal watering agreement will be prepared before the start of the 2027 season.

Power: *LGA 1972, s.144* (encouragement of tourism) and *s.111* (incidental powers)

FC26-27.29 – Planning Applications

There were no applications to be considered.

Power: *Town and Country Planning Act 1990* (right to be consulted)

FC26-27.30 – Grant Applications

Grant Applications Members were asked to review any grant applications received and determine awards as appropriate.

Severn Valley Country Park – Members considered the application and the accompanying funding agreement included within the supporting documents.

RESOLVED: To approve the grant payment for the 2026-27 financial year.

Members also noted that graffiti remains on the oak tree and benches at the New England brook and requested that this be raised with the appropriate team for action.

Power: *Local Government Act 1972, s.137* (grants for community benefit)

FC26-27.31 – Correspondence

- Road Closure B4555 Knowle Sands to eardington 29th-30th June
- MP response Stuart Anderson Role of T&PCs in Neighbourhood Governance Reform

Power: *Local Government Act 1972, s.111* To note and consider correspondence received.

FC26-27.32 – Finance

Power: *Local Government Act 1972, s.150* (financial administration) and *Accounts & Audit Regulations 2015*

It was **RESOLVED** to approve the following payments:

- Clerk's salary • HMRC • LGPS • Lebara SIM £5 • CCLA – interest received • Abdon Close streetlight repair – £193.20 • Two Counties Tree Care – hanging basket brackets – £677.99 • Severn Valley Country Park – £4,000 • Printer ink – £76.07 • Hanging basket installation and first-week watering – £225 • Lealans – 2026 hanging baskets – £1,593 (inc.) • St Mary's Churchyard maintenance – £487.50 • Shropshire Council – Electricity Q1 – £3,201.24 • Gallagher/Hiscox – Annual insurance premium – £5,271.59

(All receipts and payment details are contained within the supporting documents.)

FC26-27.33 - Insurance Quote

Insurance Renewal – Consideration of Quote and Premium Increase

Members considered the insurance quote and the proposed premium increase. It was noted that the Council had previously been underinsured with regards to the streetlights, and that the revised policy would ensure the Council is now insured at the correct level. Members further noted that the updated premium would be more than double the amount paid previously.

RESOLVED: To approve payment of the higher premium.

FC26-27.34 – Date of Next Meeting

The next meeting of Highley Parish Council will be held on **Tuesday 7th July at 7.00pm** in The Library at The Severn Centre.

FC26-27.35 – Exclusion of Press and Public

To resolve that, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item(s), as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

Power: *Public Bodies (Admission to Meetings) Act 1960, s. 1(2)* To resolve exclusion for confidential business.

Signed:

Dated:
