



HIGHLEY PARISH COUNCIL

Minutes of the Highley Parish Council Meeting held in the library of The Severn Centre on Tuesday 6th January 2026 at 7pm

Present: Cllr T. Quinn (Chair) Cllr. T. Pinches (Vice-Chair) J. Marshall, M. Roberts, E. Aspin, L. Hodnett, S. Bunn, P. Vinall, C. Stanley, M. Green, H. Hancox.

Clerk: Alison Palmer

County Councillor: Apologies received

Members of Public: 1

Highley Parish Council Agenda – Tuesday 6th January 2026

“Under the local government act 2014 meetings can be recorded and broadcasted. those who attend a meeting should expect to be recorded. Any request from a Member of 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.

0.0 Chairs Welcome.

01. Apologies for Absence

Councillors A. Hancox and D. Thakrar
It was **RESOLVED** to accept these apologies.

02. Declarations of Interest

There were no declarations made.

03. Parishioners Question Time

There were no members of the public wishing to speak at this time.

04. Minutes

It was **RESOLVED** to **ACCEPT** the minutes of the meeting held on **Tuesday 2nd December 2025**

05. To review the applications submitted for the two vacant councillor positions

Carly Whitehouse spoke regarding her application and councillors asked questions.

It was **RESOLVED** to co-opt Carly Whitehouse, with formal ratification to take place at the next meeting.

It was **RESOLVED** to defer consideration of the application from Leesha Crocombe until the February meeting and to continue advertising the vacancy.

06. Members are asked to consider the following reports:

a. Shropshire Councillor Ritchie-Simmons – None received

A request was made for Cllr Ritchie-Simmons to be updated on the outstanding mattress awaiting disposal (now in its third month), and on the recurring odour issue at Kinlet View, Netherton Lane. Clarification was also sought regarding the removal of flags from telegraph poles and lamp posts across the county, including whether a formal policy exists for their removal.

b. Policing report – None received

It was **RESOLVED** to retain the priorities for Jan-July 2026.

c. Clerks Update - Members are asked to consider the attached report sent separately.

Clerk reminded ALL councillors that internal emails can be subject to FoI requests – and .gov.uk boxes are monitored.

07. Members are asked to approve the expenditure for the 2026 hanging baskets, as detailed in the supporting documents.

It was **RESOLVED** to accept this quotation and proceed with the order.

08. Watering Contract for Hanging Baskets Members are asked to approve the continuation of the watering contract with RJM Contracts on the same basis as previous years, noting an increase of £25 per week to reflect additional watering requirements during periods of dry weather. The Clerk will monitor the schedule throughout the season and will add liquid feed (purchased separately) to the bowser as required.

It was **RESOLVED** to accept this quotation and proceed with the contractors.

09. Members are requested to formally approve the precept request as agreed in November (minute 11)

It was **RESOLVED** to approve the precept request.

10. Members are requested to split the Environmental and Village maintenance working group into two groups, those dealing specifically with LNRS and those dealing with bus shelter/village maintenance issues.

It was **RESOLVED** to approve the split of the groups.

11. Brief Reports from working groups/committees

Members are asked to receive a brief verbal update regarding the following meetings:

There are no reports to share – No Community Drop-In either during December.

12. Planning applications received - To receive and note the decisions made by the Planning Committee at its meeting held prior to full council meeting:

Reference: **25/04487/FUL** (validated: 04/12/2025)

Address: Malt Shovel Inn, Woodhill Road, Highley, Bridgnorth, Shropshire, WV16 6HT

Proposal: Change of use of land for the siting of five high-quality holiday lodges with associated hard and soft landscaping

Applicant: Mr Muhammad Naveed (8 Quayside, Hockley, Birmingham, B18 5SQ)

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T6CQLBTDMFC00>

OBJECT

Reference: **25/04547/FUL** (validated: 01/12/2025)

Address: 86 Yew Tree Grove, Woodhill, Highley, Bridgnorth, Shropshire, WV16 6DG

Proposal: Proposed Single Storey Rear Extension and Internal Alterations

Applicant: Mr Kelvin Barrett (22 Shaw Avenue, Kidderminster, Worcs, WV16 6DG)

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T6JZH3TDMIO00>

SUPPORT

13. Members are asked to consider submission of grant applications from:

None received

14. Correspondence

1. Road Closure Orchard/High Street Severn Trent Manhole Cover 25/1/2026
2. Road Closure Yew Tree Severn Trent Manhole Cover 13/2/2026
3. Shropshire Library Service notice of closure
4. Email from Jani Rowe regarding noticeboards and response 15/12/25
5. Devolution pilot briefing "street scene"
6. Road Closure Billingsley to Kinlet 18th January
7. Road Closure B4555 Eardington and Oldbury Road

Two Christmas Cards also – Clerk shared.

15. Finance

Clerks' salary – End of Month

Lebara Sim £5 per month

HMRC - Tax and NI

LGPS payment as agreed

CCLA bank Interest Month

Shropshire Council electricity 3rd quarter

Defibrillator Pads (first set returned)

Election Costs £125

It was **RESOLVED** to accept to pay these invoices.

Signed:

dated:
