



# HIGHLEY PARISH COUNCIL

## Minutes of the Highley Parish Council Meeting held in the library of The Severn Centre on Tuesday 2<sup>nd</sup> December 2025 at 7pm

**Present:** Cllr T. Quinn (Chair) Cllr. T. Pinches (Vice-Chair) J. Marshall, E. Aspin, L. Hodnett, S. Bunn, P. Vinall, C. Stanley, D. Thakrar.

**Clerk:** Alison Palmer

**County Councillor:** Sharon Ritchie-Simmons

**Representing SNT:** PC Jade Ives, Sergeant Damian Kelly

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## Highley Parish Council Agenda – Tuesday 2<sup>nd</sup> December 2025

### 0.0 Chairs Welcome. 7pm

#### Public Participation

Mr C reported that a new committee has been established at Highley Women's Institute and extended an invitation for new members to join.

#### 01.Apologies

Cllr A. Edwards, H. Hancox, A. Hancox, M. Green, M. Roberts.  
It was **RESOLVED** to accept these apologies.

#### 02.Declarations of Interest

There were no declarations made.

#### 03. Minutes

It was **RESOLVED** to accept the minutes of the meeting of Highley Parish Council held on **Tuesday 4<sup>th</sup> November 2025** as a true record.

#### 04. Reports

**Members are asked to consider the following reports:**

- a. **Shropshire Councillor Ritchie-Simmons** (DT) drew attention to the tourist information consultation issued by Shropshire Council earlier today, highlighting the need for Highley to be specifically referenced within the consultation. Reference was also made to areas for works around the Netherton Lane area of the village.
- b. **Policing Report PC Jade Ives** attended the meeting to introduce herself and outline recent structural changes within the Safer Neighbourhood Team (SNT). She reported that PCSO Miller has transferred to the Wenlock SNT and confirmed that warranted officers will continue to provide support to Highley.

**Inspector Damien Kelly**, South Shropshire Safer Neighbourhood Team, was welcomed. He explained that his role involves covering the larger villages of South Shropshire, alongside ten towns and two major villages (Highley and Albrighton). Inspector Kelly discussed current policing figures in relation to local priorities and noted that a neighbourhood policing grant has enabled the appointment of an additional sergeant and seven constables. This is expected to strengthen service delivery in the new year, with improved supervision and a more dedicated police presence.

He highlighted that officers within the team bring significant experience in emergency policing. The approach taken is to identify the top four priorities from the 249 common issues across the area and apply high-intensity targeting, unconstrained by geographic boundaries. Since June, the South Shropshire SNT has seized drugs with a street value of £1.4 million, excluding operations undertaken by CID and other departments. Inspector Kelly emphasised that the team remains highly proactive.

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

#### **05. Members are requested to approve Route 45 maintenance agreement**

Councillor Quinn provided an update regarding the closure of NCNR45. Members were informed that an agreement has been offered to the Severn Valley Railway, and that the associated insurance liability will not incur additional premiums. Councillor Quinn will update the Council upon receipt of further communication from SVR.

#### **06. To approve delegated authority to the Clerk, via the Events working group, for prize-related expenditure for Highley in Bloom 2026**

It was **RESOLVED** that the Clerk and the working group be authorised to allocate the prize money in accordance with the agreed plan.

#### **07. Parish Matters**

**Members were updated on the following:**

**Village Environment** Bus Shelter Steering Group 13/11/25 (Cllr Pinches)

**Remembrance Parade** (Cllr Quinn)

**Community Drop-In** (28/11/25) Cllr Hodnett

**Communication and Events** Christmas Lights Switch-On (Cllr Pinches)

**Chairs Network** (20/11/25) (Cllr Quinn)

**LGPS Pension** Conference 24/11/25 (Clerk)

**Chief Medical officer Visit** (Cllr Quinn)

#### **08. Planning applications received - with recommendations from the planning committee.**

**25/04195/FUL** Conversion of build to 1 bed ancillary dwelling. Montgomery House, New England Lane, Highley. Mrs Louise Hollick. **OBJECT**

**25/04033/TPO** Fell no.1 Oak protected by Shropshire Council (Land at Abdon Close, Wyre Close & Staley Grove, Highley) 20 Staley Grove Highley WV16 6FB. **OBJECT**

#### **09. Correspondence**

1. Road Closure Highley High St 25<sup>th</sup> Jan 26

2. West Mercia Police – NFA letter regarding vandalism to remembrance statue (emailed)
3. Resignation from former Councillor Law
4. Road Closure – Yew Tree Grove 13<sup>th</sup> February 2026 defective manhole frame repairs
5. Road Closure Chelmarsh to Eardington 7<sup>th</sup> December Severn Trent
6. resignation from former Councillor Edwards

## **10. Grant Applications NONE**

## **11. Finance**

Clerks' salary – End of Month

Lebara Sim £5 per month

HMRC - Tax and NI

LGPS payment as agreed

Clerks' mileage and parking to Guildhall

CCLA bank Interest

Retrospective approval for Ink Cartridges (cyan only x3) delegated powers

Outdoor partnership service – Shropshire maps £12

Lightwire £2,052.00 (inc VAT)

## **12. Exclusion of Press and Members of the Public:**

“To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from meeting during consideration of the following item (s) due to the confidential nature of the business to be transacted”

None.