 HIGHLEY PARISH COUNCIL

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**Minutes of the Highley Parish Council Meeting held in the library of The Severn Centre on Tuesday 3rd June 2025 at 7pm**

**Present:** Cllr T. Quinn (Chair) Cllr. T. Pinches (Vice-Chair), L. Hodnett, H. Hancox, E. Aspin, A. Edwards, A. Hancox, J. Law, S. Bunn.

**Clerk:** Alison Palmer

**County Councillor:** Mrs Sharon Ritchie-Simmons

**01.Apologies for Absence**

Cllrs P. Vinall, Marshall, Thakrar, Stanley.

It was **RESOLVED to ACCEPT** the apologies

**02.Declarations of Interest**

Councillor Edwards declared his part in the grant application on behalf of HMWFC agenda item 10 and will leave the room during this discussion.

**03. Parishioners Question Time**

There were no members of the public.

**04. Minutes**

It was **RESOLVED to ACCEPT** the minutes from Tuesday 6th May 2025**.**

**05. Members are requested to consider co-option of two candidates to the council.**

Two candidates have since withdrawn their application and Councillors heard from the remaining three candidates regarding two vacancies. Each candidate spoke to council and a decision was made during closed meeting with new councillors Mr Matthew Green and Ms Megan Roberts being co-opted.

**06. Clerks Update****.**

Members are asked to consider the attached report sent separately.

The Parish Council expressed a formal gratitude to James Green for his support in the replacement of the pump for the bowser.

**07. Members are requested to consider a response regarding payment to St Mary’s churchyard for maintenance.**

Response sent prior for all councillors. First payment has been requested by St Mary’s Church and has been made in accordance with the terms off the new agreement for 2025-26. It was **RESOLVED** that any future funding be through the grant application process.

**It was RESOLVED to send the response to Roy and copy Reverend Kina from HPC via TQ**

**08. Members are requested to pass a resolution to sign up to the civility and respect pledge.** It was **RESOLVED to ACCEP**T to sign up to the C&R pledge and Clerk to investigate the dignity at work policy.

**09. Members are requested to approve a stall for Environmental Group at Carnival**

It was **RESOLVED to ACCEPT** to book the stall as required.

It was noted that the PC wish to extend thanks to Alistair Macnaughton for all of his work supporting the Highley Environmental Group.

**10. Members are asked to consider plans for replacing (or not) the damaged bus shelter in the High Street.**

It was **RESOLVED to DELEGATE** to the village maintenance and environmental group for a solution involving a larger scale project of replacement bus shelters throughout the village involving the users. Therefore, It was **RESOLVED to NOT** use the insurance but to explore the options through the working group of the requirements of the village and funding through the Neighbourhood Grants.

**11. Members are asked to consider the following grant applications:**

**Highley Miners Welfare Football Club £1,010 – new goalposts**

Councillor Edwards answered questions and left the room for the deciding vote.

It was **RESOLVED to PAY** the grant in full.

**Highley Bowling Club £2,500 – replacement shelter**

All information sent via email to councillors 21/5/25 and updated finance document

It was **RESOLVED to DEFER** payment requesting that Councillor Pinches contact the group for further information.

**11.Brief Reports from working groups/committees**

Working groups and committees are now formed and meetings are being made for future reporting.

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

**25/01550/FUL** Rural exception site of 24 houses and bungalows with association gardens – Proposed residential development land to the North of Hazelwells Road

It was **RESOLVED to make a RECOMMENDATION** for further information on the proposal.

**25/01812/FUL** Proposed re-build of part of an existing dwelling due to fire damage. 24 the Bungalows, Severnside, Highley.

It was **RESOLVED to** **SUPPORT** this application.

**13. Correspondence**

1. Make Sport Work 16+ campaign

 2. Co-Option Councillor Application

 3. Road Closure – Castle Walk 12th-21st May

 4. Shropshire Council Cabinet Leaders (emailed 22/5/25)

**14. External Reports**

Members are asked to consider the following reports:

1. **Shropshire Councillor Mrs Sharon Ritchie-Simmons** – emailed ahead
2. **Policing report** – emailed and provided on table. Passed on to County Councillor details regarding the streets area of the village.

**15. Finance**

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| CCLA | 28 | Bank Interest June | £312.69cr |
| Highley Miners Welfare Football Club | 29 | GRANT | £1,010.00 |
| RJM Contracts | 30 | Basket hanging, watering and bowser repairs | £400.00 |
| St Marys Churchyard | 31 | Churchyard Maintenance May | £486.00 |
| MJR Property Solutions | 32 | Bus shelter safely removed and disposed  | £800.00 |
| Shropshire Council | 33 | Electricity 1st Quarter | £2,782.04 |
| Alison Palmer - Clerk Expenses | 35 | Bedding Plants and Compost – The Range | £16.99 |
| HMRC  | 44 | Tax and Ni | tbc |
| Shropshire County Pension Fund | 42 | Employee and employer Pension Contributions June | tbc |
| Lebara  | 45 | Mobile Sim | £5 |
| A Palmer | 43 | Clerks’ salary | tbc |

**For approval but awaiting invoice or works before payment:**

Fundamentals for new councillors (12th June zoom) £40 per delegate x2

Compulsory Planning training (from £120 per delegate) – five councillors with discount and Clerk foc. = £500 total

Environmental Maintenance Grant phase 2 £500 for High Street weeding

Signed: Dated:

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