**HIGHLEY PARISH COUNCIL**

An ordinary meeting of Highley Parish Council was held on Tuesday 1st November 2022 at 7.00pm at the Severn Centre, Highley.

**Present:** Chair P, Vinall, Councillors, T.Quinn, T.Pinches , M.Moore, J. Felix, , J.Marshall, E. Aspin, D. Thakrar , J.Law, E.Moore ,J.Griffin, A. Rogers

**Clerks**: H. Bowkett

Shropshire Councillor: M.Williams

**00. Parishioners Time**

**Speaking at a Meeting** - You do not have the right to speak at a meeting unless invited to do so by the Council.

No Parishioners present, however, Cllr. J Marshall used this time to remind the council of the upcoming memorial services taking place 11th November at 11am at Highley Church and further to this the Sunday Service taking place on the 13th meeting at the Severn Centre at 10.30am.

***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, whether or not the interest is entered in the register of member’s interest maintained by the monitoring officer.***

**01.Apologies and reasons for Absence**

Cllr Maureen Williams due to personal reasons and Cllr J. Bowkett due to childcare reasons

**02.Co-option of Parish Councillor**

Deferred until December meeting due to no applicants present at the meeting.

**03.Shropshire Councillor Mark Williams Report-**

Shropshire Cllr. M. Williams discussed his report which has been circulated to all councillors prior to the meeting. Cllr. T. Pinches shared the feedback she has received from parishioners regarding the 125-bus service which was echoed by other councillors with the expense, environmental benefit and need to have a bus service for Highley’s local community expressed. Cllr M. Moore brought to the attention of the council local regulation regarding what times buses are stipulated to run. Cllr. M. Williams advised that bus service is an on-going discussion. Cllr. J. Marshall advised that it may be beneficial to work with other Shropshire Councillors whose parishes are also along the 125-bus route whom would be affected by the caseation of this bus service. Cllr. Thakrar brought to the attention of Shropshire Councillor M. Williams the need for improvements on Netherton Lane.

**04.To confirm the minutes of the meetings dated 6th September 2022**

**RESOLVED TO ACCEPT**

**05. Matters Arising**

**Report from Environmental Group –** Cllr E. Moore provided the council with an updated action plan circulated to all councillors from the Environmental group.

**Report from Severn Centre Board Meeting – Cllr.Vinall/Cllr.Pinches**- this meeting took place on the 20th of October which both Cllr. Pinches and Cllr. Vinall were present at this meeting. Notes to be circulated when produced from this meeting from Halo. Both the state of tables and chairs and the issue of bus parking was brought to the attention of Halo. It was brought to the council’s attention that bus parking is an income for the Severn Centre, and this is not to be ignored. Parishioners’ complaints regarding the bus parking with images were communicated on their behalf. Frustrations were expressed from councillors at the upkeep of the Severn Centre and its use. It was expressed that the centre is not used to its full potential as a leisure centre. This is to be an item for December’s agenda with the invitation of Halo representatives.

It was **resolved to accept** that the parish Council strongly object to the renewal of the Bridgnorth Bus Company’s contract in February.

**Christmas Light Switch on –** this is taking place on Saturday 26th November**.** Councillor attendance is needed to help with the event where possible. We currently have no raffle prizes- Cllr. J. Law has volunteered to collect raffle prizes on behalf of the council. The community Civic awards are to be presented on the day by councillors.

**Working Group- Update –** Cllr.Vinallexpressed the well running of the Environmental group and the Planning group and is keen to encourage the further groups to continue in this precedent set. Can we remind all councillors to send apologies for meetings they cannot attend. Notes to follow from the recent meeting of the footpaths working group.

**06. Correspondence**

SALC- monthly bulletin and upcoming AGM

Shropshire Council- Library Health Admins

Cllr E Moore shared the correspondence of NALCs proposal to lobby government regarding community benefit from solar farms and wanted to make all councillors aware of this.

**07. 20 mph zone throughout Highley**

Cllr. M. Williams expressed the possibility of exploring the idea of the whole of Highley becoming a 20mph zone. Shropshire councillor M. Williams advised he is to explore this further and report back to Parish Council.

**08. Emergency Planning Survey**

Eat, Meet, Greet continues to be a success since its recent launch and has been an engaging community event. As a village there is no defined emergency plan in place. Councillors expressed the need for this to be explored. Cllr Thakrar informed the council that in previous years there was a committee in place which covered this. Cllrs A. Rogers, E. Moore J. Griffin and J. Law agreed to research this in more detail and come back to the council with further information regarding this.

**09. Neighbourhood Planning- Cllr. T. Quinn and Cllr. Griffin**

Cllr J. Griffin shared with the Parish Council information from a recent meeting he attended informing councillors of the outline process to creating a neighbourhood plan which is closely linked with the Shropshire Plan. This is a three-year process and neighbouring parishes are at the near completion stage of this process. Cllr. Griffin explained that this neighbour hood planning group requires a commitment from both parishioners and parish council with evidence sharing throughout the process but would have many benefits which include an increase in CIL funding. Cllr T. Quinn reminded the council that there is a need for professional support throughout this process, however grants and sources of funding are available to help fund this project. Shropshire Local Plan is currently under review, and Cllr. T. Quinn and J. Griffin advised it may be beneficial to wait until this is published before a decision is to be made if this can be pursued as we are already past development process for over one hundred houses and the plan will most likely not be in place before development for remaining scheduled houses is complete.

Councillors **RESOLVED TO ACCEPT** not to explore this at this time.

**10. Forward Planning for 2023- Cllr. Vinall**

Cllr. Vinall expressed the desire for the councils need to be proactive.

**11. CCTV Maintenance- Quote circulated**

Cllr. Rogers expressed the need for more information regarding how often the CCTV Company has been called out in the last 12 months to clarify the need for this service. Cllr. T. Quinn expressed the need for this to go through the Revenue and Resource Committee this was the **RESOLVED TO ACCEPT** that for this instance this item be passed over to the revenue and resources committee for their decision with a maximum cost being to input the gold CCTV Plan.

**12. Planning**

**The Bache Arms Latest Update**

Cllr. J. Griffin advised he has complied a report which has been circulated to councillors. Further to this he has now summarised this with the appropriate evidence which will be submitted to the appropriate bodies.

**Applications:**

Reference:  22/04543/VAR  (validated: 06/10/2022)
Address:  Netherton Workshops, New Road, Highley, Bridgnorth, Shropshire, WV16 6NN
Proposal:  Variation of conditions  2 (approved plans) and condition 5 (hours) attached to planning permission 21/01104/FUL dated  15/07/2021.
Applicant: Netherton Tech Park Ltd (Netherton Workshops, Highley, Bridgnorth , WV16 6NN, England)

Cllr M. Moore shared feedback to the council regarding the discussion from the planning group meeting regarding Netherton Workshops variation to planning permission which has already been approved. Notes from this meeting are to be circulated with corresponding policy numbers. The planning committee express to the council that they recommend that these amendments be objected. It was **RESOLVED TO ACCEPT** that the parish council object the amended planning permission.

**13.Finance:**

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| --- | --- | --- |
| M.E. Preston  | Salary  | 1016.89 |
| H.Cordey  | Salary | 915.05 |
| HMRC | Tax and National Insurance  | 112.84 |
| Shropshire Council | SVCP Grant | 4000 |
| S.J.Maintenance  | Village Maintenance  | 300 |
| Severn Centre  | Management Fee | 20,965.80 |
| CMK electrical  | Christmas light installation  | 1620 |
| Pete Vinall | Chairmans allowance expenses | 321.98 |
| Severn Centre | Room hire  | 64.20 |
| Severn Centre  | Office hire  | 372.50 |
| Stephen Bowkett  | Hanging basket collection | 160 |
| Holly Cordey  | Expenses  | 3.75 |
| Eon | Street light Maintenance  | 99.18 |
| Eon  | Street light maintenance  | 149.39 |
| Eon  | Street light maintenance  | 144.05 |
| Eon  | Street light maintenance  | 73.97 |
| Eon  | Street light maintenance  | 141.98 |
| Holly Cordey | Fuel Expenses  | 6.30 |

**RESOLVED TO ACCEPT**

Signed …………………………………………………… Chair ……………………………………………..Date