HIGHLEY PARISH COUNCIL

Clerk: Miss A. Palmer

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To: Highley Parish Councillors

 The Public and Press

You are summoned to attend **the ordinary meeting of Highley Parish Council** which will be held on Tuesday 4th June 2024 at 7pm at the Severn Centre, Highley for the transactionof businessas set out in the agenda below.

Members of the public are invited to address the Council at the start of the meeting. If you wish to speak at the meeting, please contact Clerk or Chair prior to the start of the meeting.

A. Palmer

Alison Palmer

Clerk to Highley Parish Council.

**Agenda**

1. **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.

***The Localism Act 2011, 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 for Absence**

**02.Minutes of last meeting Tuesday 7th May 2024** (copy attached)

**03. Clerk’s Update** (sent separately)

Matters Arising update: These are updates and not for discussion unless a decision is to be made as they are covered by the working groups and committees, they are released with the agenda if there are any queries before the meeting, please contact the Clerk.

**04.Correspondence -plus any further correspondence after issue of Agenda**

1. Gallagher New Insurance Policy

2. Road Closure – B4555 Highley to Chelmarsh 8th – 12th July

3. Road Closure – High St Highley 2nd June

4. BKVC dates and criteria preparation for next year

5. Good Councillors Guide 2024

6. The Shropshire Plan

**05. Reports (if available) to be circulated.**

1. **Shropshire Councillor Mark Williams** - requested.
2. **Policing report** - requested.

**06. Reports from St Marys Churchyard Group 13/5/24 (Cllr Pinches) – Environmental Working Group 15/5/24 (Cllr Hancox)– Severn Centre Advisory Board 21/5/2 (Cllr Quinn)** *(PLEASE REMEMBER these are brief* ***reports only*** *and where possible, notes have been shared prior to the meeting with full council and are on SharePoint. Discussions have been held and decisions made within the working groups prior to full council meeting)*

**07. Reports from Chair network meeting 15/5/24** Brief update from Cllr Quinn

**08. Grant Application from Highley Repair Café** requesting £800 to start project. Information available in office prior and shared on table during meeting. Grant budget information to date – first quarter - copies attached.

**09. Training requested** for Chairmanship Skills training – Cllr Pinches September 4th & 25th.

Fundamentals for Councillors training – Cllr Bunn June 13th

**10. Electricity and lighting charges** change supply from Npower and join Shropshire council with their supply arrangement.

**11. Co-Op Building:** Leaking gutters, issue with roof/tiles, carpark discussed at Environmental Working Group meeting but request full council suggest actions to be taken.

**12.** **Planning applications received- plus any further applications after issue of Agenda.** 24/01707/FUL DEVELOPMENT PROPOSED: Erection of single storey rear extension and replacement entrance porch LOCATION: 2 Netherton House, Netherton lane, Highley, Bridgnorth, Shropshire, WV16 6DJ. OS REFERENCE: 373599 - 282983 APPLICANT: Ms. Kelly Shaw

**13. Finance:** H Bowkett & A Palmer Salary/HMRC tax and NI/ EE mobile phone.

Emergency Lighting Sycamore (Shropshire Council) / RJM Contracts 2 x year contract (application for match funding from environmental grant) / Internal Auditor £250 / Chairmanship Skills (Cllr Pinches) / Fundamentals for Councillors (Cllr Bunn)

Protect Signs (Litter Picker) **Plus, any invoices that come in prior to the meeting.**