 HIGHLEY PARISH COUNCIL

Clerk/RFO: 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 March 2025 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 meeting.

A. Palmer

Alison Palmer

Clerk/RFO to Highley Parish Council.

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**Highley Parish Council Agenda – Tuesday 4th March 2025**

“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.

**01.Apologies for Absence**

Reasons given verbally to Clerk/Chair but not minuted are to safeguard councillors’ privacy.

**02.Declarations of Interest**

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 or other registerable interest, whether or not the interest is entered in the register of members interest maintained by the monitoring officer.

**03. Parishioners Question Time**

Members of the public who are electors of the Parish of Highley are advised that they are welcome to ask questions about agenda items. If a question relates more generally to the business of the Council, advance notification is preferred in order to provide a more considered response. Verbal responses are not always possible, and so questions may receive a written reply. In accordance with standing order 1 (HPC/SO 2024) questions should be related to matters of the Parish Council policy or practice not related to the individual affairs of either the questioner or another named person.

[*Clerks Note: The Chairperson for the Council will generally permit up to 15 minutes for public questions, each question being limited to 3 minutes*]

**04. Minutes**

To approve the minutes of the meeting of Highley Parish Council held on Tuesday 4th February 2025

**05. Clerks Update**

Members are asked to consider the attached report sent separately.

**06. Deputy Lieutenant Selina Graham to address council regarding her work for SCF**

**07. Pool seating area response following January queries over use of public money.**

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

1. Road Closure Ludlow Road23rd April
2. Avian Flu Zone poster
3. Letter from pharmacy Manager to Chair regarding CFRs – **responded to by Chair**
4. CCLA banking welcome letter – confidential accounting information shared with R&R
5. Banking letter – Lloyds notifying closure of Bridgnorth branch
6. Banking letter – Lloyds changes to interest rates from April 2025

**09. Gov.co.uk website**

Members are to discuss the move towards a recognisable website and email address for all in line with upcoming government guidance. (Cllr Edwards)

**10. Lotteries license**

Members to officially approve to fund the £40 for Clerk to hold lotteries license allowing raffle ticket sales ahead of events. Cllr Pinches second signatory (previously working group recommendation)

**11. Grant Application**

Pop-In Club £730 towards outing to Trentham gardens in memory of two recently deceased members. Application on table.

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

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

Chairs Network

Cllr Quinn meeting with The Bache Arms Public House developers

Cllr Quinn update on the 125-bus service

PWG (Cllrs Bunn and Schnelting)

*(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. Full discussions have been held prior to full council approval)*

**13. Planning applications received- with recommendations from the planning committee.** Plus, any planning applications that are submitted after publication of agenda (Councillor Pinches)

25/00412/FUL Proposed development west of Bridgnorth Road, Highley. Opposite and above Clee View. Mr Alistair Russell.

**14. External Reports**

Members are asked to consider the following reports:

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

**15. Finance**

Clerks salary – End of March

Lebara Sim £5 per month

HMRC - Tax and NI

Severn Centre outstanding invoice for extraordinary planning meeting Aug 24 £89.28

Shropshire Council

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

Rialtas Close-down £180 – approved by R&R Feb 25

**Plus, any invoices that come in prior to meeting:**