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Description automatically generated HIGHLEY PARISH COUNCIL

**Minutes of the Highley Parish Council Meeting held in the library of The Severn Centre on Tuesday 3rd December 2024 at 7pm**

**Present:** Cllr T. Pinches (Vice-Chair), J. Marshall, L. Hodnett, S. Bunn, C. Stanley, A. Hancox, H. Hancox, E. Aspin, A. Edwards, P. Vinall.

**Clerk:** Alison Palmer

**01.Apologies for Absence:** Cllrs T. Quinn, D. Thakrar, A. Rodgers, J. Law, D. Schnelting.

It was **RESOLVED to ACCEPT** these apologies.

**02.Declarations of Interest**

No declarations of interest were declared.

**03. Parishioners Question Time**

There were no members of the public present at the meeting.

**04. Minutes**

It was **RESOLVED to ACCEPT** the minutes of the meeting of Highley Parish Council held on Tuesday 5th November 2024 as a true record. It was **RESOLVED to ACCEPT** these minutes as a true record.

**05. Clerks Update**

Members were asked to consider the attached report sent separately.

**06. To complete the banners and bunting SurveyMonkey review online.**

The Council discussed and responded to the questionnaire recognising that it was a poorly compiled survey.

**07.Correspondence:**

1. Road Closure – Church Lane 27th and 28th January 2025

2. Streetscene update regarding fly tipping

3. workshop to evaluate research to use VR/AR for the co-creation of sustainable urban environments

4. Read Easy – delivering reading access to adults (invited to community event)

5. Police Crime Commissioner Plan

6. Road Closure – Harley Bank 9th-11th December 2024

**08. To confirm dates for 2025**

Members are asked to confirm the 2025 prospective dates for meetings sent separately. It was **RESOLVED to ACCEPT** these dates.

**09.Brief Reports from working groups/committees:**

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

Environmental Group 13/11/24 (AH)

Revenue and Resources (see agenda item 09)

Planning Committee (TP)

**10. NCN45** Update from Councillor Quinn via Councillor Pinches explaining the meeting being held in Alveley tonight and the potential timescale for a maintenance agreement to be agreed. It was **RESOLVED to ACCEPT** Cllr Edwards proposed to commit 1/3 of the fee up to £4,000 as long as the other councils were able to share the financial load. This would be for the next 12 months alone, and further discussions can be held.

**11. To approve budget for 2025-26**

Members are asked to consider the attached budget with regard to approval for financial year 2025-26. It was **RESOLVED to ACCEPT** the final budget for financial year 2025-26.

**12. Planning applications received-** No planning applications received this month.

**13. External Reports**

Members are asked to consider the following reports:

1. **Shropshire Councillor Mark Williams –** distributed via email and on table
2. **Policing report –** PCSO Fletcher offered report but nothing received

**14. Finance**

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| --- | --- | --- | --- |
| Alison Palmer |  | Salary end of December | As agreed |
| HMRC | 146 | Tax & Ni | £1,181.14 |
| Lebara Sim and Credit |  | New Phone SIM | £5 |
| St Marys Churchyard maintenance | 147 | Nov = final payment | £487.50 |
| SLCC | 142 | FILCA  Approved by R&R in October Paid 18/11 | £144.00 |
| Shropshire Council | 149 | Electricity 3rd quarter | £2,870.08 |
| Amazon approved by | 144  145 | retractable hosepipe and nozzle (black Friday deal) | £158.59  £25.08  R&R Oct ’24 Minute 08 |
| Mrs T A Gough | 148 | Christmas Tree (inc delivery and disposal) | £450.00 |

**Approved but awaiting final invoice before payment:**

LightWire – streetlight replacement and repairs (approved by R&R)

MJR property Solutions – bus stops and benches (approved by R&R Oct)

It was **RESOLVED to ACCEPT** these invoices for payment.

Signed………………………………………………………………. date………………………………………………