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Description automatically generated HIGHLEY PARISH COUNCIL

Minutes of the Highley Parish Council Planning Committee Meeting held in Highley Parish Council Office within the Severn Centre on Thursday 14th November 2024 at 5pm.

Present: Councillors T. Pinches (Chair) P. Vinall, A. Edwards, H. Hancox, A. Hancox,

County Councillor: M. Williams

Clerk/RFO: Alison Palmer

Parishioners: Mr. & Mrs. DE

**01 Apologies for absence**

It was **RESOLVED to ACCEPT** the apologies for absence for the following councillors:

Cllrs T. Quinn, D. Thakrar.

**02. Declarations of Interest**

No declarations of Interest were declared.

**03 Public Question Time**

Mrs E shared information from Stuart Anderson MP regarding inaccuracies with the application for the HMO at The Castle site, and shared similar concerns regarding the planned development at Woodhill on Mr Scrivens site. Mr E wanted to remind officers of the importance of being mindful and shared his concerns regarding freshwater springs on the site and the possibility of additional flooding.

**02. Approval of minutes from planning meeting held on Monday 5th August 2024** It was **PROPOSED to ACCEPT** these as a true record.

**03. To discuss the response from Shropshire Council with regards to the Castle HMO**

TP Pinches shared a document from Stuart Anderson MP dated 12/11/24 referring to incorrect processes in the application. AH stated the process wasn’t followed and HH says that methods within the planning system can be flagged. PV wishes to pursue it further. Parish Council want to see strongly worded conditions. HH informs that although HPC cannot overturn the decision, can be proactive about the process. This application is for planning permission only, then the developer will have to apply for the HMO license (change of use) HH states that the principle still stands that the process of the application was not fully weighed on balance. The decision-making process is NOT clear. PV referred to site visits. TP states the approval is subject to “Highways” and “Shropshire Council Housing” although they have both made negative responses.

HH suggests that HPC should challenge (not a legal challenge, a process challenge) through an independent body, to assess planning process at Shropshire Council. HH suggests going down the ombudsmen route and PV supports this. HH wants to go through case-by-case information of the planning conditions. They have to be necessary and enforceable. Is SC assessing applications for BNG (biodiversity and nett gain) bird and bat boxes and to what extent are these followed up?

MW suggest that more applications should be going through to committee and feels that this needs to change, alongside the process that sits behind the decision making.

**Action: HH to send links to TP to begin analysing the processes followed by Shropshire Council Planning Team.**

**04. To review the processes for assessing new applications and planning processes from Shropshire Council and reviewing previous applications.**

PV explains that an application is dealt with as it comes in and HPC do not track applications. The S106 notices that are put in are not discussed with HPC and they will need to monitor these contributions not just financially but also the deeds of variation. HH says applications need monitoring and any section 106 that comes in too.

**Action: PV/HH to create a working document focussing on tracking larger planning development applications.**

**05. To create processes for working with planners regarding the place plan, the neighbourhood plan and the local plan including use of S106 and CIL funding.**

HPC does not have a **neighbourhood plan**, these are resident led and information supporting residents in the creation of one can be found on the SC website. HH suggests liaising with the business community and direct and support businesses to particular areas.

TP suggests looking at other village NPs and the templates that are available.

There follows a discussion about local businesses and how to promote them.

PV states that he visited the Severn Trent site and discovered that it had a substantial upgrade and would be sustainable for another two decades.

**The Local Plan:** MW states that SC has had to cease moving forward with this and have until May 2025 to complete. MW to check when the local plan consultations took place. HH asks if there still time to feed into this as documents and terminology may need commenting on by HPC.

**Place Plan** Clerk put in 7 submissions meeting the criteria and awaits the consultation period to close.

**Action: MW to pass on Planning contacts inc S106 officer.**

**Local Plan consultation information to be shared (MW/Clerk)**

**Place Plan submissions awaiting approval to be chased up (Clerk)**

**06.Proposed next date to meet: Thursday 16th January 2025**

Planning Committee Meeting Minutes

Thursday 14th November 2024

……………………………………………..(Chair) …………………………………………………………...(Date)