HIGHLEY PARISH COUNCIL

An **ordinary meeting of Highley Parish Council** was held on Tuesday 3rd September 2024 at 7pm at the Severn Centre, Highley.

**Present:** T. Quinn (Chair)**,** A. Hancox, A Edwards, A Rodgers, C Stanley, D Thakrar, P Vinall, S Bunn, J Marshall, L Hodnett

**Clerk:** Holly Bowkett

**RFO:** Alison Palmer

**00. Parishioners Time**

The state of disrepair of New England Lane was brought to the attention of the Council. It was discussed that the cost of the repairs needed are extensive. Shropshire Councillor Williams has stated he will be raising this once again with Shropshire Council. Parishioner A would like it raised that will New England Lane needs to be repaired as previously agreed by Shropshire Council.

**01.Apologies for Absence**

Apologies received from- Councillor Law, Aspin and Pinches. It was **RESOLVED** to **ACCEPT** these apologies.

**02.Minutes of last meeting Tuesday 2nd July 2024**

It was **RESOLVED** to **ACCEPT** these minutes as factual and correct.

**03. Councillor Vacancy- applicants information circulated**

Dale Schnelting attended the Highley Parish Council meeting and expressed his desire to become a Parish Councillor. It was **RESOLVED** to **ACCEPT** to coopt Dale Schnelting as a Parish Councillor for Highley.

**04. 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.

A welcome back to Clerk Holly for her first full council meeting post maternity leave.

**05. Future upkeep of Cycle Route 45- update to be provided at meeting from Chris Bond- Head of Infrastructure from Severn Valley Railway**

Chris Bond explained the history behind this cycle route and the impact it has upon the Severn Valley Railway. SVR do not have the manpower or the finances to take over the maintenance of this path. The issues needed to address regarding the long-term costs of this path include potential resurfacing, liability costs and maintenance of vegetation. If no agreement between interested parties can be reached, then The Severn Valley Railway will have to consider closure of this path. It is hoped that a solution can be sought to keep the path useable for parishioners to be able to enjoy- hopefully this can be achieved through a joint approach from multiple interested parties. There was an extensive interest in keeping this local asset however the full costs of this need to be explored before any commitments can be made.

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

1. Road Closure Bynd Lane – Donkey Bridge 3/9/24-23/9/24

2. Letter from Cricket Club - Thanks for grant funding
3. Road Closure – Wyken to Hilton A454

4. Road Closure A442 Quatt

5. Resignation of Councillor Griffin

6. Night Closures of B4555 12.09.24-16.09.24

7. B4194 Speed Reduction 2.09.24-13.09.24

8. Bridgnorth Lions Road Closure 02.10.24- Clerk Holly to share this event with parishioners when event publicity is available.

9. CrowdFund Shropshire

10. Severn Valley Country Park- Play area update

11. New England Road Closure 22.10.24- 19.11.24- The use of this lane was highlighted to be used by a large variety of people. The state of disrepair of this road was once again raised.

12. Oversharing Online

13. Police Survey 2024- Clerk Holly to submit the same responses to survey as our last submission.

14. Road Closure Old Smithfield road, Northgate arch Bridgnorth- 30.09.24- 06.10.24

15. Road Closure Whitburn and High Street Bridgnorth 06.12.24

16. Shropshire Local Council Survey

17. Standing in Solidarity against Racism

18. Street scene Briefing Note

19. Community Tree Scheme

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

1. **Shropshire Councillor Mark Williams** – circulated. Shropshire Councillor Williams present. The failure of a transport provision for post 16 children has been noted and councillors felt exasperated that this situation is still on-going. Councillor Williams has put this forward for a question at the next Shropshire Cabinet meeting. The disadvantage of the young people living in a rural area needing multiple bus passes was raised. It was suggested that this issue needs to be raised with the MP as this has been ongoing for 10 months with no sign of a resolution.
2. **Policing report** – none received

**08. Reports from Communications and Events Working Group 25/7/24 (Cllr Edwards) Emergency Planning Committee 5/08/24**

The organisation of the upcoming Christmas Light Switch on Event has been discussed. It was recommended that a similar timetable be used as last year. There is an upcoming Remembrance Day Parade meeting to take place ensuring the day runs smoothly like last year. It was agreed that it will be an agenda item for next month’s meeting to nominate a candidate to perform the task of switching the lights on.

It was **RESOLVED to ACCEPT** to pay the sum of £500 towards the entertainment of The Light switch on event.

*(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)*

**09. Approval of Standing Orders, Policies and Procedures, Financial Regulations and Grant Guidance which has been forwarded prior for discussion or amendments**

It was **RESOLVED** to **ACCEPT** these updated and improved standing orders, policies and procedures, financial regulations and grant guidance.

**10. Clerks’ contracts update**

It was recommended to defer this contract update until next month’s meeting.

**11. To nominate a formal pedestrian crossing on Highley’s place plan to be situated at Ashleigh Gardens’/Hazellwells Road area.**

It was **RESOLVED** to **ACCEPT** that Highley Parish Council nominate a formal pedestrian crossing point to be situated at Asheigh Gardens’/Hazelwells Road Area onto Highley’s Place Plan.

**12. Planning applications received- plus any further applications after issue of Agenda.**

Reference:  24/02920/FUL  (validated: 29/07/2024)

Address:  9 Jubilee Drive, Highley, Bridgnorth, Shropshire, WV16 6EU

Proposal:  Erection of single storey extensions to front (principal) and side elevations

Applicant: Evans

It was **RESOLVED** to **SUPPORT** this application.

**13. Golf Fest Grant Application for the Sum of £200**

It was **RESOLVED** to **ACCEPT** to pay the sum of £200 to Highley Golf Club to support Golf Fest.

**14. Finance:**

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| EE | Mobile Phone | 41.47 |
| Holly Bowkett | Salary |  |
| Alison Palmer | Salary |  |
| St Mary’s Churchyard | Grounds Maintenance: Aug | 487.50 |
| RJM Contracts | August Watering | 800 |
| Shropshire Council | Electricity 2nd ¼ July-Sept | 3410.08 |
| Amazon | Miscellaneous | 9.32 |
| Amazon | Nescafe | 13.65 |
| Amazon | A4 Paper | 52.47 |
| RJM Contracts | Alleyway strimming/litter | 450 |
| Severn Centre | July Meeting Room | 74.40 (Inv. 1058) |
| Severn Centre | June Meeting Room | 74.40 (Inv 1057) |
| Severn Centre | May Community Hall | 74.40 (Inv 1056) |
| Severn Centre | April Office | 80.28 (Inv 1054) |
| Severn Centre | August Office | 80.28 (Inv. 1055) |
| Severn Centre | April Youth Club | 144 (Inv 1059) |
| Severn Centre | July Youth Club | 96.00 (Inv 1062) |
| Severn Centre | June Youth Club | 144.00 (Inv 1061) |
| Severn Centre  | May Youth Club | 96.00 (Inv 1060) |
| Severn Centre  | Management Fee | 25,961.44 (Inv 1063) |
| Golf Fest | Grant | 200 |
| HMRC | Tax and NI | 1630.01 |

It was **RESOLVED** to **ACCEPT** to pay these invoices.

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