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Description automatically generated HIGHLEY PARISH COUNCIL

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**Minutes of the Highley Parish Council Meeting held in the library of The Severn Centre on Tuesday 4th February 2025 at 7pm**

**Present:** Cllr T. Quinn (Chair) L. Hodnett, C. Stanley, A. Edwards, P. Vinall, D. Schnelting, S. Bunn, E. Aspin, J. Marshall, A. Hancox, H. Hancox, J. Law

**Clerk:** Alison Palmer

**01.Apologies for Absence**

D. Thakrar (work commitment) T. Pinches (family engagement)

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

**02.Declarations of Interest**

Two councillors declared their association with the Highley Carnival committee and will refrain from discussion agenda item 11.

**03. Parishioners Question Time**

There were 2 members of the public present at the meeting. To raise the issue of limited parking and recent 40-minute limited parking restrictions within the village. Clerk to request suggesting a 3hr extended parking limit within The Co-Op car park.

**04. Minutes**

It was **RESOLVED to ACCEPT** the minutes of the meeting of Highley Parish Council held on Tuesday 7th January 2024 as a true record.

**05. Clerks Update**

Members received the report prior to the meeting.

**06. Decision on suppliers for basket quotations**

It was **PROPOSED TO ACCEPT** the quote from Lealans and RJM for our regular watering contractors.

**07. Best Kept Village Entry 2025**

It was **PROPOSED TO ACCEPT** to pay the entry fee cost of £35 and enter the competition for 2025

**08. Approval of clock tower repairs** Members asked the Clerk to request a definitive costing breakdown and investigate anti-vandalism elements with assurance over scaffolding and warranty for replacement parts then return to full council with details.

**09.Correspondence**

1. Road Closure Monkhopton 10th-12th March
2. Change NHS – share your views
3. Hedgerow Volunteer Days
4. Outdoor Space Project Consultation
5. 0-5 Open Access Health Visitor Sessions
6. Community drop-in sessions
7. Church Lane Road Closure 3rd to 4th March (added to SharePoint/FB)
8. Lithium-ion batteries campaign (emailed)
9. Scribe list of grant funding (emailed)
10. Road Closure A442 Brockton 24th Feb (emailed)
11. Alans resignation – Councillor Rodgers was thanked for his efforts and time with HPC

**10. Swimming pool fund allocation**

It was **PROPOSED TO ACCEPT** to use the funds for pool side seating under the conditions that the public are consulted, and a breakdown of costs can be given at March meeting.

**11. Grant Applications**

Highley Carnival requesting the payment of the climbing wall £970 (application on table)

Highley Girlguiding requesting £621.03 for storage shed (application received electronically emailed prior)

It was **PROPOSED TO ACCEPT** to pay both of the grants.

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

Anti-Social Behaviour taskforce – Monday 13th January (January Minutes item 6)

16th PWG (Cllr Bunn)

23rd Communication & Events (Cllr Edwards)

29th Env Group (Cllr A Hancox)

Members shared their reports and took questions from the table

**13. Planning applications received**

**25/00171/COU** 8 Greendale Close Change of use of building from dwelling house C3 to residential institution C2 Mr Meka Madumere. It was **PROPOSED TO OBJECT** to this application based on the inconsistencies and inaccuracies within the application.

**25/00173/TPO** Mr & Mrs Rodgers Oaklands Removal of deadwood and reduction of lower and overhanging branches. It was **PROPOSED TO SUPPORT** this application.

**14. External Reports**

1. **Shropshire County Councillor Mark Williams** – shared to file
2. **Policing report** - None Received

**15. Finance**

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| SLCC | 157A | Introduction to CILCA approved R&R Oct ‘24 | £90.00 |
| SLCC | 157B | CILCA approved Oct ‘24 | £450.00 |
| Charles Green | 158 | Hagg Corner Allotment (approved Jan minutes) | £350.00 |
| Gunner Lewis-Vale Trust | 159 | Raffle Fundraising from Lights Switch-On | £599 (+ separate cheque made out directly to the Trust for £100) |
| Charles Green | 160 | Silverdale Allotment Gates (approved Jan minutes) | £472.30 |
| Highley Girlguiding | 163 | Grant | £621.03 |
| HMRC | 164 | Tax and Ni | £889.32 |
| SALC | 165 | Budget Training (approved Nov ’24) | £35.00 |
| Cllr Alex Edwards | 166 | Expenses for milage and parking LNRS | £27.40 |
| Amazon | 167 | Paper clips | 4.83 |
| Amazon | 168 | Spray paint for stencils | 30.23 |
| Amazon | 169 | CCTV stickers | 5.62 |
| Amazon | 170 | Batteries, clips, pens | £22.25 |
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| Highley carnival | 171 | Grant | £970.00 |
| Lebara Sim and Credit |  | New Phone SIM | £5 |
| Alison Palmer |  | Salary 28/2/2025 | As agreed |

**Other Payments approved but awaiting work/invoice:**

Rules of Debate Training – Cllr Pinches £20

Lotteries License charge £40 (approved Tuesday 9th April 2024)

Annual PAT testing – Lightwire 13/2

RECEIVED: Shropshire Council Environmental Maintenance Grant £750 (due July 2024)

It was **RESOLVED TO ACCEPT** to pay these invoices but to postpone Cllr Edwards Chair training until after elections in May.

Signed

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