HIGHLEY PARISH COUNCIL

Clerk: Mrs. H. Bowkett

Severn Centre, Bridgnorth Road, Highley, Nr. Bridgnorth WV16 6JG

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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 5th September 2023 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/chair prior to the start of the meeting.

H. Bowkett A. Palmer

Holly Bowkett Alison Palmer

Clerk Highley Parish Council. Clerk to Highley Parish Council

**Agenda**

**00. Parishioners Time**

**Speaking at a Meeting** - You do not have the right to speak at a meeting unless invited to do so by the Council.

***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, whether or not the interest is entered in the register of member’s interest maintained by the monitoring officer.***

**01.Apologies and reasons for Absence**

**02.To confirm the minutes of the meetings dated Tuesday 8th August 2023**

**03. Application for Vacant Councillor Position- applications to be forwarded.**

**04. Clerk’s Update**

**05.Correspondence**

Shropshire Council- Cleobury Community Information, advice, and support event

SALC- Carbon Literacy Project

Shropshire Council- Donkey Bridge Update

ALC- Chief Executives Bulletin

SALC- 74th AGM

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

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

**07. Grant Request from Highley Bowling Club for the sum of £1,100- to be circulated at the meeting.**

**08. Funding Request from Shropshire Strengthening Families- more information to be circulated once received.**

**09. Updated Standing Orders to be approved- to be circulated to all councillors.**

**10. To approve Highley Parish Council CCTV Policies and Agreements**

**a. To approve the Highley Parish Council CCTV Policy for both ANPR and CCTV.**

**b. To approve the termination of service agreement for internal CCTV inside the Severn Centre.**

**11. Allotment Tenancy**

**a. To approve the updated Allotment Tenancy Agreements for all three allotment sites within Highley.**

**b. To agree upon an updated pricing structure for allotment sites on Hagg Corner and Silverdale Terrace.**

**c. To agree upon further action regarding plot 4 located at Silverdale Terrace.**

**12. To update Policing Priorities**

**13. Clerk’s Maternity Pay**

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

**15. Finance:** H. Bowkett and A. Palmer– Salary. HMRC Tax & NI, EE parish council mobile phone, Severn Centre Fees for room and office hire, Viking Stationary, Rialtas Accounting Software annual fee, Shropshire Council quarterly energy costs, Shropshire Council Allotment ground rent, plant watering services, plus any cheques that come in prior to the meeting.