

QUATT MALVERN PARISH COUNCIL

www.quattmalvernparishcouncil.gov.uk

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20th May 2026

Dear Councillor,

You are invited to attend the Annual Meeting of Quatt Malvern Parish Council to be held on **Thursday 28th May 2026** in the Meeting Room at Quatt Village Hall, Quatt, at 7.30 pm, for the purpose of transacting the following business.

W.S.Griffiths

William S. Griffiths, Clerk of the Council.

1 ELECTION OF CHAIRMAN OF THE COUNCIL

Currently Cllr. Lawrence E. Chitty.

2. DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman of the Council must complete and sign the Acceptance of Office at the meeting.

3. ELECTION OF VICE-CHAIRMAN

Currently Cllr Robert Law.

4. CONSTITUTION OF THE COUNCIL

To note that the following councillors currently serve on Quatt Malvern Parish Council:

Cllrs: L.Chitty, Ms.S. Hunter, R.Law and Mrs. J.Yates.

There is one vacancy to be filled by co-option.

5. APOLOGIES FOR ABSENCE

6. DECLARATIONS OF INTEREST IN RESPECT OF ANY MATTER TO BE CONSIDERED AT THE MEETING.

a) Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest or other Registerable

Interest and should leave the room prior to the commencement of the consideration of that item.

b) Members are reminded that they must complete a declaration of pecuniary and other registrable Interests and to review this regularly if any interest has changed.

7. OPEN FORUM

Members of the public may speak on any matters of concern in the Parish.

8. RESPONSIBLE FINANCIAL OFFICER

To confirm the appointment of the Clerk as the responsible Financial Officer to the Council.

9. BANKING

To confirm the continued use of HSBC plc as the Council's banker and to authorize the Clerk/RFO to remove the names of any councillors no longer serving from the Bank Mandate.

10. INTERNAL AUDITOR

To confirm the continued employment of Mr S.Jones as the internal auditor for the Council.

11. TO APPOINT REPRESENTATIVES TO THE FOLLOWING BODIES:

(The present representative is shown)

b) Bridgnorth & Shifnal Area Committee of SALC (Shropshire Association of Local Councils):

Cllr. Mrs. J.A. Yates represents the Council on the Area Committee

c) Quatt Village Hall Committee:

Ms S.Hunter is the representative of the Council.

d) The Quatt Malvern United Charity:

Cllr. Mrs. J.A. Yates serves as a Trustee of this local charity.

12. MINUTES

a) To approve and sign the minutes of the Meeting of Quatt Malvern Parish Council held on 26th March 2026.

b) To receive the minutes of the Quatt Malvern Annual Parish Meeting held on 29th April 2026.

13. POLICE REPORT

14. REPORT FROM THE LOCAL MEMBER OF SHROPSHIRE COUNCIL

Councillor Colin Taylor the member of Shropshire Council for Bridgnorth South and Alveley has been invited to attend the meeting and to report on the work of the Unitary Authority.

15. NATIONAL TRUST REPORT

16. FINANCIAL MATTERS

a) Income

There is no income to report

b) Payments made under delegated powers since the Last Meeting

Clerk's salary and PAYE

<u>i) Date</u>	<u>Payee</u>	<u>Amount</u>	<u>VAT</u>	<u>Purpose</u>
26.04.26	W.S.Griffiths	202.49	0	net salary
26.04.26	HMRC	50.40	0	PAYE
26.05.26	W.S.Griffiths	202.49	0	net salary
26.05.26	HMRC	50.40	0	PAYE

ii) Quatt Village Hall £12.50 (no VAT) Meeting of the Parish Council 26th March 2026 .
Quatt Village Hall £31.25 (no VAT) Annual Parish Meeting 29th April 2026.

iii) Website hosting

March £9.99 + VAT £2.00 = £11.99

April £9.99 + VAT £2.00 = £11.99

iv) Gov.uk E mail and Domain Name

March £9.99 + VAT £2.00 = £11.99

April £9.99 + VAT £2.00 = £11.99

v) Service of Church Clock.

At the meeting of the Council held on 28th November 2024, the Parish Council agreed to continue contributing towards the maintenance of the Church Clock. The Council has done so by paying for the routine service of the clock. The annual service has been carried out and the invoice was £384.00 plus VAT £76.80 = £460.80.

vi) SALC subscription .

The annual subscription to the Shropshire Association of Local Councils was £198.64 (no VAT).

vii) New keys for the Notice Board

The only key to the parish council noticeboards became lost whilst the Clerk was posting notices. He has therefore purchased a new key and a spare at a cost of £17.36 + Vat £3.47 = £20.83.

c) New Invoices

There are no new invoices to consider.

e) Clerk's and Councillors' expenses

W.S. Griffiths –

Clerks Travel Expenses - Posting of Meeting Notices - 16 miles@0.45 per mile = £7.20

Telephone / Internet allowance £ 20.00

TOTAL £27.20

17. Financial Progress

To consider the summary of receipts and payments for 28th May 2026 and to approve the bank reconciliation.

18. GRANTS AND DONATIONS

There is nothing to report.

19. PLANNING MATTERS

a) New Planning Applications

There are no new applications to consider.

b) Determined Applications

Reference: 26/00997/FUL (validated: 16/03/2026)

Address: The National Trust Car Parks, Dudmaston Estate, Comer Woods, Old Sawmill , Hampton Loade

Proposal: Installation of parking equipment across the three Dudmaston car parks

Decision: Grant Permission

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TBUQ7VTDH1Z00>

The Parish Council raised no objections to the application.

c) Community Led Plan

20. ROADS AND FOOTPATHS

To consider any issues arising in the Parish with regards to Roads and Footpaths

21. PARISH MATTERS

a) To consider any other matters of concern arising in the Parish.

b) Matters raised at the Annual Parish Meeting on 29th April 2026

The following questions were raised by a member of the public at the meeting of 29th April:

" What plans do the Parish Council have for highlighting issues of concern over energy costs in our rural community & consultation on potential solutions? Are they consulting with other Parish councils to have a wider pressure on Shropshire council with issues affecting the Bridgnorth area, transport, floods, support to area re rural poverty, heating or eating

Can the council look at areas where Dropdown curbs could help re mobility and push-chairs

The Pavillion (by tennis courts) is in need of repair are the council able to facilitate this

Has anyone put in an interest in regarding the use of the telephone box? If not, what would you need in place to take over the use?"

c) Proposed Community Garden

To receive any update on this proposed scheme.

d) Donation to Charity

The Council likes to post notices of meetings etc. in Quatt Farm Shop which is well frequented by residents of the Parish. The shop has introduced a policy of asking people who wish to post notices to make a contribution to charity when they do so.

As the Parish Council would be posting notices frequently, it is recommended that the Council make a donation every year to a charity chosen by the proprietor of the shop. The amount of the donation is to be determined by the Council.

22. AMENDMENTS TO REGISTER OF ELECTORS

The Clerk will report at the meeting.

23. REPORTS FROM OTHER MEETINGS

- a) SALC
- b) Village Hall Committee.
- c) Quatt Cricket Club

24. CORRESPONDENCE

25. DATE OF NEXT MEETING

The next Meeting of Quatt Malvern Parish Council will be held on Thursday 25th June 2026.

