

QUATT MALVERN PARISH COUNCIL

CHAIRMAN: Lawrence E Chitty.

[www.quattpc.org.uk](http://www.quattpc.org.uk)

William S. Griffiths  
CLERK OF THE COUNCIL  
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24th November 2023

Dear Councillor,

You are invited to attend the Meeting of Quatt Malvern Parish Council to be held on Thursday 30th November 2023 in the 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.

OPEN FORUM 7.30 PM – 7.45 PM where members of the public are invited to speak on matters affecting the Parish.

1. APOLOGIES FOR ABSENCE

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

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.

3. MINUTES

To approve and sign the minutes of the meeting of Quatt Malvern Parish Council held on 28<sup>th</sup> September 2023.

4. MATTERS ARISING FROM THE MINUTES

To consider any matters arising from the minutes of the last meeting and not listed for consideration on this agenda.

5. POLICE REPORT

## 6. REPORT FROM THE LOCAL MEMBER OF SHROPSHIRE COUNCIL

The Council will be aware that Mr Colin Taylor was elected on 19<sup>th</sup> October to fill the vacancy for the Alveley and Claverley Division of Shropshire Council. Councillor Taylor was invited to attend this meeting but is unable to do so because of a prior engagement.

## 7. NATIONAL TRUST REPORT

### 8. MEMORIAL GARDEN TO QUEEN ELIZABETH 2ND

The National Trust has confirmed that a member of the Quatt Village Hall Committee is prepared to meet the Council to discuss the other proposals for the former allotments land.

## 9. FINANCIAL MATTERS

### a) Income

There is interest of £ 79.37

### b) Payments made under delegated powers since the Last Meeting

To approve the following electronic payments:

#### i) Clerk's salary and PAYE

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>VAT</u>	<u>Purpose</u>
24.09.23	W.S.Griffiths	173.47	0	net salary
24.09.23	HMRC	43.20	0	PAYE
02.11.23	W.S.Griffiths	173.47	0	net salary (October pay)
02.11.23	HMRC	43.20	0	PAYE (October pay)

#### ii) Website hosting £9.99 + VAT £11.99

#### iii) Remembrance Day Wreaths £150.00 (no VAT)

### c) National Salary Award

The National Salary Award for employees of local councils has been agreed for 2023-24. The award is effective from 1<sup>st</sup> April 2023 and will result in the salary of the Clerk being increased from £12.50 per hour (scale point 11) to £13.50 per hour. A copy of the new scales is attached.

The Clerk is currently employed on a contract of 4 hours per week and the award would therefore cost the Council an extra £208.00 per annum.

In addition, there would be back pay owing from 1<sup>st</sup> April 2023 which amounts to £138.64.

The Council is requested to approve the new salary scale and back pay with effect from 1<sup>st</sup> April 2023.

d) Clerk's and Councillors' Expenses

i) W.S. Griffiths –

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

Telephone / Internet allowance £ 20.00

TOTAL £ 27.20

ii) Councillor L.Chitty Grass cutting £41.66 + VAT £8.34 = £50.00

Postage for Coronation Coins £ 6.90 (No VAT)

TOTAL £56.90

e) Grants and Donations

To consider the revised grant application form to be issued to local organizations. Copy attached.

f) Financial Progress

To consider the summary of receipts and payments for 30<sup>th</sup> November 2023 and to approve the bank reconciliation.

10. PLANNING MATTERS

a) New Planning Applications

Reference: 23/04415/FUL (validated: 16/11/2023)

Address: Wootton Lodge, Duken Lane, Wootton, Six Ashes, Bridgnorth, Shropshire, WV15 6EA

Proposal: Erection of single storey rear extension and annex for dependant relative

Applicant: Mr And Mrs Rob And Sue Law

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2B8MLTD07U00>

**NOTE: One of the applicants is a member of the Parish Council**

b) Determined Applications

There are no determined applications to consider.

c) Community Led Plan

11. ROADS AND FOOTPATHS

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

b) The BOAT,

The Clerk is continuing to explore the possibility of providing CCTV cameras at the BOAT.

c) Pedestrian Refuge

Following a site visit with an engineer from Shropshire Highways, that officer and another officer from the Unitary Council have been invited to this meeting to discuss the technical options and funding opportunities for providing a refuge or other aide to assist pedestrians crossing the A442 road in Quatt.

d) VAS (Vehicle Activated Sign) Northbound

The Clerk is awaiting a cost from the supplier to provide speed monitoring software on the new VAS sign.

e) VAS Southbound

An officer from Shropshire Highways has confirmed that he is looking into the request of this Council to replace the Southbound VAS.

f) Wootton Lane to the New Barns

The Clerk has again written to the owner of adjoining land about the problem of water running on to the road.

## 12. REVIEW OF ELECTORAL DIVISIONS IN SHROPSHIRE

The Local Government Boundary Commission has published its final recommendations on the review of electoral divisions in Shropshire.

There will be 74 members of the Unitary Authority, representing 2 two councillor divisions and 70 single member divisions. As in the draft recommendations, the present Alveley and Claverley Division will be abolished and a new single member division called Bridgnorth South and Alveley will be created. This will include Alveley, Quatford and Quatt but Claverley will be moved into a new division with Worfield. A plan of the new divisions is attached.

Subject to approval by Parliament, the final recommendations will come into effect at the local government elections in 2025.

The full report of the Commission can be viewed at [https://www.lgbce.org.uk/sites/default/files/2023-10/shropshire\\_fr\\_report.pdf](https://www.lgbce.org.uk/sites/default/files/2023-10/shropshire_fr_report.pdf)

## 13. PARISH MATTERS

a) Parish Amenities

To consider any matters of concern arising in the Parish.

## 14. AMENDMENTS TO REGISTER OF ELECTORS

There are 192 electors on the Register.

15. REPORTS FROM OTHER MEETINGS

- a) SALC
- b) Local Joint Committee
- c) Village Hall Committee.
- d) Bridgnorth Local Plan Review Steering Committee

16. CORRESPONDENCE

17. TIMETABLE OF MEETINGS 2024

- a) To approve the draft timetable of meetings for 2024 set out below:

Thursday:

25th January  
28th March  
25<sup>th</sup> April ANNUAL PARISH MEETING  
23rd May (Annual Meeting)  
25th July  
26th September  
28<sup>th</sup> November

At 7.30pm.