

The Minutes of the Meeting of Quatt Malvern Parish Council held on
Thursday 25th November 2021 in Quatt Village Hall at 7.30pm.

21.22.076 PRESENT:

Cllr L.Chitty (Chairman)
Cllr Mrs C.Hulland
Cllr R.Law
Cllr Mrs. J. Yates

21.22.077. ALSO PRESENT

Mr W.S. Griffiths (Clerk)
Three members of the Public
Mr S. Dunn-Brown and Constable Philip Nock, West Mercia Police

21.22.078 OPEN FORUM

A member of the public expressed concern over the delay in the National Trust arranging to cut back the hedges adjoining the A442 through Quatt village. She also expressed concern over the potholes on the A442 near to the junction with Holt Lane, which had been repaired but had deteriorated again.

The Clerk undertook to contact the National Trust and the Highways Authority respectively about these issues.

21.22.079 POLICE REPORT

PCSO Stephen Dunn- Brown introduced the Parish Council to Constable Philip Nock, the Rural and Business Crime Officer.

Constable Nock explained that his role was to provide advice and assistance to residents in rural communities. He investigated and sought to prevent crimes against wildlife, including hare coursing and the safeguarding of rare species such as peregrine falcons and crested newts. His role also extended to rural theft and damage to crops through trespass etc.

PCSO Dunn- Brown also reported that he was working with the National Trust to prevent damage caused by 4x4 vehicles driving off road and that a crime prevention day would be held at Dudmaston in

the New Year. He was involved in the investigation of a van which had been stolen in Wootton.

The Chairman thanked PCSO Dunn-Brown and Constable Nock.

It was resolved that the Parish Council crime priorities remain as follows:

- i) Anti-social behaviour
- ii) Speeding
- iii) Theft from farms and other premises.

21.22.080 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Siobhan Hunter who was engaged with business commitments and from Marcus Halliwell from the National Trust.

21.22.081. DECLARATIONS OF INTEREST

No declarations of interest were received.

21.22.082. MINUTES

Resolved

That the minutes of the Meeting of Quatt Malvern Parish Council held on Thursday 30th September 2021 be confirmed as a correct record and signed by the Chairman.

21.22.083. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes

21.22.084 FINANCIAL MATTERS

Resolved;

a) Income

It was noted that the VAT refund of £162.71 had been received for the financial year 2020-21.

b) Payments made under Delegated Powers

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>	<u>Purpose</u>
25.10.21	W.S.Griffiths	156.86	0	156.86	salary
25.10.21	HMRC	39.00	0	39.00	PAYE

100382; Repairs to Parish Council noticeboards £250.00 (no VAT)

The payslips, invoice and bank statements were examined and approved by Cllrs R.Law and Mrs J. Yates

Resolved that the payments be approved.

c) Invoices

i)100384 Quatt Village Hall, hire of premises for meetings 30.09.21 and 25.11.21@£25.00 per meeting TOTAL £50.00 (No VAT).

ii)100383 Bulk photocopies £20.40 plus £4.08 VAT = £24.48

The invoices were confirmed and the cheques signed by Councillors R. Law and Mrs J.Yates.

Resolved that the payments be approved.

d) Clerk's and Councillors' Expenses

W.S. Griffiths –100385 Clerks Travel Expenses

-Posting Notices- £7.20

-Telephone/Internet Allowance = £20.00

TOTAL £27.20

Resolved that the payment be approved.

e) Grants and Donations

i) British Legion Poppy Appeal 100386 Resolved that a Donation of £150.00 be made to the Poppy Appeal.

ii) Automation of the winding mechanism of the Public Clock at St.Andrew's Church Quatt.

Resolved that the Parish Council agree in principle to pay the full cost of the work required to the Clock at a cost of £6974.00 plus VAT.

f) Financial Progress

The Clerk reported that because of a problem with access to the electronic banking system, no budget report was available at this meeting.

21.22.085. PLANNING MATTERS

a) New Planning Applications

21/04730/LBC | Installation of a roof access system, including installation of ladders to roof affecting a Grade II* Listed Building | Dudmaston Hall Quatt Bridgnorth Shropshire WV15 6QN

<http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R09E6MTDINA00>

This application was circulated to members of the Council and the Clerk had responded by the deadline, which fell before the date of this meeting, with no comments.

Resolved that the decision be noted

b) Determined Applications

There were no determined applications to report.

c) Community Led Plan

It was confirmed that a meeting of the Steering Group was scheduled to take place shortly.

d) Bridgnorth Plan

There was nothing to report on the Bridgnorth Plan.

e) Draft Local Plan

It was noted that the Draft Plan was still being examined by the Planning Inspectorate.

21.22.086. LOCAL ROADS AND FOOTPATHS

a) Traffic Calming Measures - Vehicle Activated Signs (VAS)

It was reported that Shropshire Council had instructed the contractor to erect the pole at the location advised by the highway engineer and by the sign supplier at no cost to this Council.

The sign supplier had to amend the quotation for the supply of the new sign and associated equipment from £2945.52 as advised at the Annual Meeting of 19th March 2021, to £3388.26. The Council had budget provision of £3500.00 for this item.

b) Proposed Pedestrian Refuge

It was noted that South Staffordshire Water had acknowledged the request for financial assistance made by this Council and were giving it their consideration.

c) The BOAT (Byway Open to All Traffic)

The damage to the footbridge had been reported to Shropshire Highways. Resolved that the Clerk enquire when this work would be carried out.

21.22.087 SURVEY OF RIGHTS OF WAY

It was reported that there was a national initiative over the next 5 years to preserve rights of way in England by ensuring that any rights of way not currently registered on the definitive map were so registered by the required deadline.

Resolved that the Clerk contact the Shropshire Council rights of way officer and SALC to seek advice as to how parish councils could support this initiative.

21.22.088 REPORT OF THE SHROPSHIRE COUNCILLOR

Councillor Elliott Lynch was unable to attend the meeting and there was no report from Shropshire Council.

21.22.089. NATIONAL TRUST REPORT

Marcus Halliwell was unable to attend the meeting but had been able to provide the following report:

a) The overflow car park in Comer Wood was largely complete., It just needed the top dressing of stone and additional signage. Completion was due in ten days.

b) Work to resurface many of the trails in Comer Woods would start the following week for two to three weeks, improving the surface from existing multi use trails to the pools.

c) Gow Gibson and Helen Ralls had attended a meeting regarding on going 4 X 4 issues across the estate with PC Lightfoot and PCSO Mandy Leek. The Police asked that all incidents were reported via 101 telephone number or by the West Mercia police website which could generate incidents which could then be acted on. The Police also asked that complainants record number plates where it was appropriate and safe to do so. The NT team had recently installed additional barriers to impede access.

d) Mr Halliwell reported that Mike Annis was leaving the estate after 22 years service and was moving on to a gardening post at Derwin College. Helen Ralls would be acting up as Area Ranger until his replacement had been recruited.

21.22.090. PARISH AMENITIES

a) Tennis Courts at the Dower House

Following the meeting between this Council and Quatt Cricket Club, the Clerk had requested a site visit to the tennis courts with the National Trust. A date had been agreed with the Trust and with the Cricket Club.

b) Noticeboards

The Parish Council noticeboards had been replaced at Wootton and at Hampton Loade. However, maintenance was required to the main noticeboard at Quatt and the contractor had said that he could attend to this in the Spring of next year.

c) Website

The Clerk was reviewing the content of the Parish Council website. Resolved that the Council review the website at the next meeting.

21.22.091. REGISTER OF ELECTORS

There were currently 189 electors on the Register.

21.22.092. REPORTS FROM OUTSIDE BODIES

a) SALC Area Committee

b) Local Joint Committee.

c) Cider House/Wootton Group

There was nothing to report from these bodies.

d) Quatt Village Hall Committee

Councillor Caroline Hulland confirmed that she had been reappointed as the Parish Council representative on the Village Hall Committee and that the Annual General Meeting of that body was to be held on 11th December.

21.22.093 LOCAL GOVERNMENT CODE OF CONDUCT

The new Local Government Code of Conduct for councillors, as adopted by Shropshire Council, was received and considered.

Resolved that the Code be adopted by Quatt Malvern Parish Council.

21.22.094 ANNUAL REVIEW

The Register of Assets and the Risk Assessment for the Parish Council were received and considered.

Resolved that the documents be adopted.

21.22.095. CORRESPONDENCE

There was no correspondence to report.

21.22.096. TIMETABLE OF MEETINGS FOR 2022

It was resolved:

a) That the following timetable of meetings for Quatt Malvern Parish Council be approved for 2022:

Thursday:

27th January
31st March
26th May (Annual Meeting)
28th July
15th September
24th November

At 7.30 pm in Quatt Village Hall

b) That a date for the Annual Parish meeting be determined when the Community led Plan was ready to be presented.

The meeting terminated at 8.50 pm.

Signed

Date