

15/16/017

The Minutes of the Meeting of Quatt Malvern Parish Council held on Thursday 28th January 2016 in the Quatt Village Hall at 7.30pm.

101. Present:

Cllr. Mr. L.E Chitty (Chairman)
Cllr. Mr. R.H Brown (Vice Chairman)
Cllr. Mr. D.J. Purchase
Cllr. Mrs. J.A Yates
Cllr. Mrs. C .E Hulland

102. Also Present: Mr. M.J. Massey (Clerk)
Mr. W.S. Griffiths (Clerk Designate)
Shropshire Cllr. Tina Woodward
Isabel Faithful and Jane Deighton

103. Open Forum

There were no matters raised.

104. Apologies for Absence

No apologies were received

105. Declarations of Interest

It was noted that Cllrs Danny Purchase and Mrs Caroline Hulland had registered interests in St Andrews church.

106. Minutes

- a) Resolved that the Minutes of the Finance Meeting held on Thursday 26th November be confirmed as a correct record and signed by the Chairman.
- b) Resolved that the Minutes of the Meeting of Quatt Malvern Parish Council held on Thursday 26th November 2016 be confirmed as a correct record and signed by the Chairman, subject to it being added to Minute 77 (new Clerk's Salary and Income tax) "that Mr. William Griffiths had been appointed as the Clerk and Responsible Financial Officer with effect from 28th February 2016".

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107. Matters arising from the Minutes.

There were no matters arising.

108. Administration.

Resolved:

- a) National Salary Award. It was noted that a national salary award for Local Council Clerks of a minimum 1% rise from 01.04.2016 had been proposed but that formal confirmation of the award was awaited.
- b) Website. That the new clerk attend the website training event at Craven Arms on 23rd February and that the course fee of £30.00 and travelling expenses be approved.
- c) Bank Mandate that a new bank mandate be arranged, following the appointment of the new Clerk.
- d) NALC legal and topic notes. That the various documents listed be noted.

109. Financial Matters

Resolved;

a) Direct Debit Payments

That the following direct debit payments be approved:

29/12/15 M J Massey salary December 2015 £151.48 (net)

29/12/15 HM Customs & Revenues PAYE December 2015 £38.00

28/01/16 M J Massey salary January 2016 £151.68 (net)

28/01/16 HM Customs & Revenues PAYE January 2016 £37.80

Cllr. Roger Brown and Cllr. Danny Purchase checked and initialed the bank statements relating to the above payments made.

b) That the transfer of £2,000 from the Business Account to the Community Account be approved.

c) Income that the receipt of £1.32 interest on the business saver account is noted.

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d) Noted: payment of the following invoice is approved:

100279 M.J. Massey - Petty Cash Expenses

Travel expenses; (VAT £0.79)	27.30
Stamps	15.92
Stationery/diary	4.49
Telephone Internet Allowance	<u>20.00</u>
	<u>£67.71</u>

The invoice was checked and the cheque signed by Cllrs. Roger Brown and Danny Purchase.

e) Bank Statements

Cllr. Roger Brown confirmed that the bank statements were correct. It was agreed that bank reconciliation be prepared for the next Meeting.

f) Accounts

Cllr. Jenny Yates proposed and was unanimously agreed that the accounts for the period ending 31st January 2016 be approved, showing a balance of £8074.18.

110. Planning matters

15/05271/FUL: Brook House Farm Wotton Six Ashes Erection of a detached subterranean garage, single storey extension and porch insertion of roof lights and internal alterations. It was noted that no decision had been made by the Parish Council on this application and the Clerk had therefore indicated to Shropshire Council that the Council supported the application.

Shropshire Cllr. Tina Woodward confirmed that an amendment had been made to 15/03687/FUL (Brook House Farm land, Wootton, conversion of agricultural buildings to dwellings) including changing the number of proposed dwellings from 5 to 4. The planning authority had no requirement to consult the Parish Council again on the amended application but they would do so once other representations had been received.

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The Clerk received an alert for a new application at Hampton Loade:

16/00245/FUL: 4 Waterworks Cottages Hampton Loade, erection of first floor extension to the side and porch extension and it was agreed that Cllr Roger Brown investigate the application further.

If he was satisfied with the application, the Planning Authority is informed that the Parish Council supports its approval.

111. Grants

It was resolved that the following grants applied for by St Andrews Church be approved:

- a) St Andrew's Church Roof repairs at a cost of £216.00 (subject to a formal application form being submitted)
- b) Grass cutting £250.00 approved.

It was unclear whether the PCC were asking the Parish Council for assistance towards paying the Parish Share and that this matter is considered again if a formal request for assistance was received from the PCC.

112. Local Roads and Footpaths

It was noted that part of the A442 was to be closed at night for up to 3 weeks in March. Shropshire Highways would meet with Alveley and Quatt Malvern Parish Council to discuss further details of the precise times and dates of closure and of the proposed diversion routes.

113. Parish Matters

- a) Precept

It was noted that a precept of £5930 had been requested from Shropshire council

- b) Hampton Loade Car Park

Cllr. R Brown reported that the National Trust were to have met with the Birmingham Anglers Association to discuss the proposal to close the car park at night to prevent illegal fishing. The outcome of the meeting was awaited. It was resolved that the Clerk request the Trust to update Cllr. Brown on the result of the meeting.

15/16/021

- c) Section 137 Allowance It was noted that the allowance was £7.36 per elector (currently 173), amounting to £1273.28 for the forthcoming financial year.

114. Local Joint Committee

There were no meetings or other matters to report.

115. SALC Area Committee and other Meetings

- a) The Minutes of the last SALC area committee meeting (21/09) were available from the Clerk. Cllr. Jenny Yates had not attended the Meeting on the 19th. January but sent her apologies.
- b) Noted: The AGM was now to be held in Saturday 21st February.
- c) The Chairman confirmed that a further meeting at the Cider House was to be held in February.

116. County Matters

Shropshire Cllr. Tina Woodward reported on the Big Conversation. The Shropshire Council budget had now been approved and whilst there were many cuts to be made, libraries in the smaller communities were in many cases being retained through support from local councils and voluntary groups. It was noted that the new register of electors was now available.

117. Correspondence

The various items of correspondence received were noted. The PCC had notified of a workshop on the good neighbour scheme that was to be held in Bridgnorth on 16th March. Cllr Roger Brown took the Clerks and Councils Direct magazine and the Chairman took the Rural Hub Newsletter.

118. Date of Next Meeting

It was agreed that the next meeting of Quatt Malvern Parish Council would be held on Thursday 24th March at 7.30 pm

The Chairman thanked everyone for attending and the meeting closed at 8.55 pm