The Minutes of the Annual Meeting of Quatt Malvern Parish Council held on Thursday 28th May 2026 at 7.30pm.

PRESENT:

Cllr L.Chitty
Cllr R.M. Law
Cllr Mrs J.Yates

ALSO PRESENT

Mr W.S. Griffiths (Clerk)
Four members of the Public

26.27.001 ELECTION OF CHAIRMAN

Resolved that Cllr L.Chitty be elected chairman of Quatt Malvern Parish Council for the ensuing municipal year.

26.27.002 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Chitty signed the declaration of acceptance of office, which was witnessed by the Clerk.

26.27.003 ELECTION OF VICE-CHAIRMAN

Resolved that Cllr R. Law be elected Vice-Chairman of Quatt Malvern Parish Council for the ensuing municipal year.

26.27.004 CONSTITUTION OF THE COUNCIL

Resolved that the Constitution of the Council, with a vacancy remaining to be filled by co-option, be noted.

26.27.005 APOLOGIES FOR ABSENCE

Apologies for absence were received from the National Trust.

26.27.006 REGISTER OF DECLARATIONS OF INTEREST

01 No declarations of interest were received in respect of any matter to be considered at this meeting.

02 Councillors were reminded that they should review and record any changes to their declarations of interest.

26.27.007 OPEN FORUM

There were no matters raised by members of the public.

26.27.008 RESPONSIBLE FINANCIAL OFFICER

Resolved that William Steffan Griffiths, the Clerk to the Council, continue as Responsible Financial Officer for the ensuing municipal year.

26.27.009 BANKING

Resolved

i) That the Council continue to bank with HSBC.

ii) That the bank mandate be amended to remove the names of former councillors.

26.27.010 INTERNAL AUDITOR

Resolved that Mr S. Jones be appointed to continue as the Internal Auditor for the Parish Council.

26.27.011 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

Resolved that the following persons be appointed as representatives of the Council on the outside bodies listed below:

a) Bridgnorth and Shifnal SALC Area Committee – Cllr Mrs J. Yates
b) Quatt Village Hall Committee - Ms S. Hunter
c) Quatt Malvern United Charity - Cllr Mrs J.Yates

26.27.012 MINUTES

Resolved

i) that the minutes of the meeting of Quatt Malvern Parish Council held on Thursday 26th March 2026 be confirmed as a correct record and signed by the Chairman.

ii) That the draft minutes of the Quatt Malvern Annual Parish meeting held on 29th April 2026 be received and noted.

26.27.013 POLICE REPORT

There were no matters to report.

26.27.014 NATIONAL TRUST REPORT

There was no report because there was nobody from the Trust available to attend the meeting.

26.27.015 SHROPSHIRE COUNCIL REPORT

There was nothing to report because the local member of the

Unitary Authority was unable to attend the meeting.

26.27.016 FINANCIAL MATTERS

Resolved;

a) Income

There was no income to report.

b) Payments made under delegated powers since the Last Meeting

i) Clerk's salary and PAYE

Date	Payee	Amount	VAT	Purpose
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) Hire of Quatt Village Hall for Parish Council Meetings

26th March 2026 - £12.50 No VAT
29th April 2026 (Annual Parish Meeting) £31.25 (No VAT)

iii) Website Hosting

March £9.99 plus VAT £2.00 = £11.99
April £9.99 plus VAT £2.00 = £11.99

iv) Gov.uk E mails and domain names.

March £9.99 plus VAT £2.00 = £11.99
April £9.99 plus VAT £2.00 = £11.99

v) Service of Church Clock

£384.00 plus VAT £76.80 = £460.80

Resolved that the Parish Council continue to pay for the routine service of the Church Clock at St.Andrew's Church Quatt.

vi) Subscription to SALC (Shropshire Association of Local Councils) 198.64 (No VAT)

vii) New keys for Parish Council Noticeboards £17.36 + £3.47 VAT = £20.83

The payslips, invoices and bank statements were examined and approved by Cllrs R.Law and L.Chitty

Resolved that the payments be approved.

c) New Invoices

There were no new invoices for consideration.

d) Clerk's and Councillors' Expenses

i) W.S. Griffiths –

Clerks Travel Expenses - Posting of Meeting Notices 16 miles@ £0.45 per mile = £7.20
Telephone / Internet allowance £ 20.00
= £ 27.20

Resolved that the payments be approved..

The invoices and claims were examined and signed by Cllrs L.Chitty and R.Law.

26.27.017 FINANCIAL PROGRESS

Resolved that the summary of receipts and payments for 28th May 2026 were received and considered and were reconciled with the Bank Statement and with the Bank Reconciliation.

26.27.018 GRANTS AND DONATIONS

There was nothing to report.

26.27.019 PLANNING MATTERS

a) New Planning Applications

There were 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

There was no further information to consider.

26.27.020 ROADS AND FOOTPATHS

Resolved that the Parish Council continue to raise their concern about the number of potholes on the roads in and around the Parish.

26.27.021 PARISH MATTERS

a) Matters of Concern

There were no matters raised other than those on the agenda.

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

The following questions were raised by a member of the public at the meeting of 29th April (shown in italics). The decisions of the Council are shown below.

" *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*

Resolved that the Parish Council ask Shropshire Council about any initiatives which they had put in place to assist the public with these matters.

Can the council look at areas where Dropdown curbs could help re mobility and pushchairs

Resolved that the Parish Council raise this matter with Shropshire Highways.

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

Resolved that as the Pavilion belonged to the National Trust,the Parish Council could not take any action.

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?"

Resolved that it be noted that this matter had been considered at a previous meeting and that as no alternative uses had been suggested, the telephone box had been left in the ownership of the Telephone Company.

c) Proposed Community Garden

There was nothing further to report on this matter.

d) Donation to Charity

Resolved that no action be taken.

26.27.022 REGISTER OF ELECTORS

It was noted that there were 191 electors currently on the register.

26.27.023 REPORTS FROM OUTSIDE BODIES

a) SALC Area Committee

Councillor Mrs J. Yates reported that she had been unable to attend the last meeting because she had been on holiday.

b) Quatt Village Hall Committee

Councillor Ms S.Hunter was not present at the meeting and therefore there was no report.

c) Quatt Cricket Club

There was nothing to report from this body.

26.27.024 CORRESPONDENCE

There was no correspondence to report.

26.27.025. DATE OF NEXT MEETING

The next meeting of Quatt Malvern Parish Council would be held on Thursday 25th June 2026 at 7.30pm in the Meeting Room, Quatt Village Hall.

The meeting concluded at 8.45 pm

Signed …… Date ……..