

The Minutes of the Annual Meeting of Quatt Malvern Parish Council
held on Thursday 26th May 2022 at 7.30pm.

PRESENT:

Cllr L.Chitty
Cllr Ms. S. Hunter
Cllr R.M. Law
Cllr Mrs. J. Yates
Cllr Mrs C.Hulland

ALSO PRESENT

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

22.23.001 ELECTION OF CHAIRMAN

Resolved that Cllr L.Chitty be elected chairman of Quatt Malvern Parish Council for the ensuing municipal year. Councillor Chitty signed the declaration of acceptance of office which was witnessed by the Clerk.

22.23.002 ELECTION OF VICE-CHAIRMAN

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

22.23.003 APOLOGIES FOR ABSENCE

No apologies for absence had been received.

22.23.004 REGISTER OF DECLARATIONS OF INTEREST

No declarations of interest were received.

22.23.005 OPEN FORUM

Members of the public expressed concern about the rises in the cost of living which were affecting residents of the Parish and the danger to pedestrians caused by speeding vehicles at Wootton Lane, which are dealt with later in the meeting.

A resident asked that Shropshire Council be thanked for the good work they had carried out when cutting the grass in Quatt Village.

22.23.006 BANKING

Resolved that the Council continue to bank with HSBC.

22.23.007 RESPONSIBLE FINANCIAL OFFICER

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

22.23.008 INTERNAL AUDITOR

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

22.23.009 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) Local Joint Committee – Cllr L.Chitty
- b) Bridgnorth and Shifnal SALC Area Committee – Cllr Mrs J. Yates
- c) Quatt Village Hall Committee Mrs C. Hulland
- d) Quatt Malvern United Charity - Cllr Mrs J.Yates
- e) Community Led Plan Working Group – Cllr Ms S. Hunter
- f) Bridgnorth Plan Steering Group – Cllr R.Law

22.23.010 REVIEW OF STANDING ORDERS

The Standing Orders were received and considered.

Resolved that the Standing Orders be adopted without change.

22.23.011 BANK MANDATE

Resolved that Cllr Ms S. Hunter be added to the signatories for the Parish Council bank accounts.

22.23.012 MINUTES

Resolved that the minutes of the meeting of Quatt Malvern Parish Council held on Thursday 31st March 2022 be confirmed as a correct record and signed by the Chairman.

22.23.013 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

22.23.014 FINANCIAL MATTERS

Resolved;

a) Income

There was no income to report.

b) Payments made under delegated powers since the Last Meeting

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>VAT</u>	<u>Purpose</u>
24.04.22	W.S.Griffiths	192.93	0	net salary *
24.04.22	HMRC	48.00	0	PAYE *
16.05.22	W.S.Griffiths	159.53	0	net salary
16.05.22	HMRC	39.80	0	PAYE

* Includes backpay to 01.04.2021

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

Resolved that the payments be approved

c) Invoices

- i) Internal Audit for 2021-22 - £60.00 (no VAT)
- ii) SALC Affiliation Fees 2022-23 £166.63 (no VAT)
- iii) Quatt Village Hall – meeting of 19th May £45.00 (no VAT)

The invoices were examined and signed by Cllrs R.Law and Mrs.J.Yates.

Resolved that payment of the invoices be approved for electronic payment.

d) Clerk's and Councillors' Expenses

- i) W.S. Griffiths – Clerks Travel Expenses

-Posting Notices- £7.20

-Telephone/Internet Allowance = £20.00

TOTAL £27.20

Resolved that the payment be approved.

- ii) Cllr L.Chitty petrol for grass cutting - £20.83 plus VAT £4.17 TOTAL £25.00

Resolved that the payment be approved.

e) Grants and Donations

There were no applications for grants and donations to consider.

22.23.015 ANNUAL GOVERNANCE AND AUDIT REVIEW (AGAR) 2021-2022

The AGAR document accompanying the agenda was received and considered and it was resolved as follows:

- a) That the report of the Internal Auditor be noted.
- b) That the Certificate of exemption from external audit be approved and signed by the Clerk and by the Chairman.
- c) That the Statement of Accounts and the explanation of variances be approved and signed by the appropriate persons.
- d) That the Annual Governance Review be completed and approved and be signed by the appropriate persons.

- e) That the date for electors' right to inspect the accounts be 1st July to 12th August 2022.

22.23.016 PLANNING MATTERS

a) New Planning Applications

i) Reference: 22/01467/FUL (validated: 14/04/2022)
Address: North Lodge, Quatt, Bridgnorth, Shropshire, WV15 6QN
Proposal: Erection of replacement link structure following demolition of existing timber link structure
Applicant: National Trust (Stewart Brasenell, Attingham Park Consultancy Hub, Atcham, Shrewsbury , SY4 4TP)

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R9BE74TDMK000>

ii) Reference: 22/01707/ADV (validated: 08/04/2022)
Address: Comer Wood, Quatt, Bridgnorth, Shropshire
Proposal: Erect and display 1 non illuminated free standing visitor information sign
Applicant: Mr John Pearson (National Trust, Erddig Hall, Erddig, Wrexham, LL13 OYT, United Kingdom)

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R9ZE34TDMWD00>

These applications were circulated to members of the Council for comments. As no adverse comments were received by the deadline, the Clerk had informed the Planning Authority that the Parish Council had no objection to the proposals.

Resolved that the position be noted and the action of the Clerk be approved.

b) Determined Applications

There were no determined applications to report.

c) Community Led Plan

There was no further progress to report.

d) Bridgnorth Plan

There was nothing to report on the Bridgnorth Plan.

22.23.017 LOCAL ROADS AND FOOTPATHS

a) Shropshire Highways

It was noted that no response had been received from Shropshire Highways in response to the various issues raised by the Parish Council.

Resolved that the Clerk contact the Shropshire Association of Local Councils (SALC) for advice on how to progress these issues with Shropshire Highways.

b) The BOAT

Resolved

That the Council accept the offer of a site meeting with the rights of way co-ordinator to share his experiences and to receive his advice on how to resolve the issues arising from the BOAT.

c) Pedestrian Refuge

Resolved

That the Parish Council accept the offer of a £6,000.00 grant from South Staffordshire Water on the following basis:

i) That the Parish Council contributes a sum of money at least as much as the proposed grant towards the project.

ii) that if no firm commitment from Shropshire Highways to provide a refuge is obtained within 2 years, consideration be given towards returning the grant to South Staffordshire Water.

d) Danger to pedestrians at Wootton Lane

Resolved that the Parish Council purchase and erect suitable warning signs to place at this location to warn motorists that pedestrians might be in the narrow roadway where there is no pavement and limited visibility.

22.23.018 REPORT OF THE SHROPSHIRE COUNCILLOR
There was no report from the Shropshire councillor

22.23.019 NATIONAL TRUST REPORT

There was no representative from the National Trust at the meeting.

22.23.020 PARISH AMENITIES

There were no matters raised.

22.23.021 REGISTER OF ELECTORS

There were currently 195 electors on the Register.

22.23.022 REPORTS FROM OUTSIDE BODIES

a) SALC Area Committee

b) Local Joint Committee.

c) Cider House/Wootton Group

d) Bridgnorth Town Plan Steering Group

There was nothing to report from these bodies.

e) Quatt Village Hall Committee

Everyone was invited to attend a free event at the Village Hall to celebrate the Platinum Jubilee of Queen Elizabeth 2nd.

22.23.023 QUESTION FROM A MEMBER OF THE PUBLIC

The question, as set out in the agenda, was received and considered.

Resolved

i) That the Clerk seek to arrange a meeting between representatives of the Parish Council and the local Member of Parliament to discuss the prohibitive costs of domestic heating oil in rural communities.

ii) It was noted that previous enquiries had revealed that the National Trust had a national policy of not allowing wind farms and solar farms on

land in its ownership.

iii) that the Council investigate collective energy purchasing schemes

iv) that the Council ask neighbouring local councils what action they were taking on these matters.

22.23.024 CORRESPONDENCE

There was no correspondence to report.

22.23.025. DATE OF NEXT MEETING

The next meeting of Quatt Malvern Parish Council would be held on Thursday 28th July 2022 at 7.30pm.

Signed Date