

**QUATT MALVERN PARISH COUNCIL**

**CHAIRMAN: LAWRENCE E CHITTY.**

**WWW.QUATTPC.ORG.UK**

**WILLIAM S. GRIFFITHS  
CLERK OF THE COUNCIL  
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19th March 2021

Dear Councillor

You are invited to attend the **virtual** meeting of Quatt Malvern Parish Council to be held on **Thursday 25<sup>th</sup> March 2021** at **7.45 pm**, to transact the business set out in the agenda.

The meeting will be preceded by a short open forum, where members of the public may speak, at **7.30 pm**.

**Please note that this is a virtual meeting, held in accordance with the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020, to which councillors and members of the public cannot attend in person.**

The agenda and supporting papers can be found at

<http://www.quattpc.org.uk/community/quatt-malvern-parish-council-12534/agenda-and-minutes/>

Scroll down the page until you reach the meeting of 25<sup>th</sup> March 2021

To participate in the meeting, click on the link below at the time of the meeting and follow the screen prompts.

Quatt Malvern Parish Council is inviting you to a scheduled Zoom meeting.

Topic: Quatt Malvern Parish Council

Time: Mar 25, 2021 07:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/81780486919?pwd=Mm5DR2JNSVZUNGZLK0VEWnZCd1IMdz09>

Meeting ID: 817 8048 6919

Passcode: 064672

If you wish to join by phone, please dial any of the following numbers:

- 0203 481 5240
- 0131 460 1196
- 0203 051 2874
- 0203 481 5237

and key in the meeting ID and Password when asked.

Yours sincerely

W.S.Griffiths

William S Griffiths  
Clerk to the Council

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

#### Agenda

##### 1. APOLOGIES FOR ABSENCE

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

##### 3. MINUTES

To approve and sign the minutes of the Virtual Meeting of Quatt Malvern Parish Council held on 28th January 2021.

##### 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. FINANCIAL MATTERS

###### a) Income

There is no income to report

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

To approve the electronic payments set out on the attached schedule.

c) Invoices

An invoice from Tasley Parish Council is attached for the QMPC portion of the shared Zoom Meetings account.

d) Clerk's and Councillors' Expenses

W.S. Griffiths –

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

Telephone / Internet allowance	£ 20.00
	= <u>£ 27.20</u>

e) Grants and Donations

Bridgnorth Innage Lane Youth Club, Financial Support

Shropshire Council have had to withdraw funding for the youth club sessions at Innage Lane Bridgnorth.

Since that time, a crowdfunding appeal has been arranged on social media to raise all or part of the funds required to support the Club following the withdrawal of funding from Shropshire Council.

[https://www.justgiving.com/crowdfunding/bridgnorthyouthclub2021/updates/65160?utm\\_term=gb27knYR4&fbclid=IwAR3drTIA6sihoqGM8MkRb5tkAlbfo-VMMhDnfgtOfpvpsEkUW7bStk26ITM](https://www.justgiving.com/crowdfunding/bridgnorthyouthclub2021/updates/65160?utm_term=gb27knYR4&fbclid=IwAR3drTIA6sihoqGM8MkRb5tkAlbfo-VMMhDnfgtOfpvpsEkUW7bStk26ITM)

There are currently no young people from Quatt Malvern attending the Club but it does provide for young people from parishes neighbouring Bridgnorth.

Do Tasley Parish Council wish to make a donation to this appeal?

6. Financial Progress

To consider the summary of receipts and payments for 25<sup>th</sup> March 2021 and to approve the bank reconciliation.

6. END OF YEAR ACCOUNTS 2020/21

In the light of the information and decisions taken in 5 above, to authorize the Clerk in his capacity as Responsible Financial Officer to sign the End of Year Accounts and submit them to the internal auditor.

7. EXTERNAL AUDIT -CERTIFICATE OF EXEMPTION

As at last year, the receipts and payments of the Council in this financial year will not exceed £25,000.00 and therefore the Council will be eligible to file a certificate of exemption from an external audit for 2020-21. The Council will still be subject to an internal audit. If they wish to have an external audit in addition, they will face a charge of approximately £200.00.

The Council are requested to confirm that they are willing to claim exemption

## 8. FINANCIAL MATTERS 2021/22

### a) S137 Local Government Act 1972

The amount of expenditure which the Council can incur under the general power conferred by S.137 of the Local Government Act 1972 is calculated as at 1st April of the financial year in question.

For 2021/22, the allowance is calculated by multiplying the prescribed statutory allowance by the number of electors on the register at 01.04.2021. The statutory allowance is £8.41 per elector giving a total for 2021/22 of £1639.95

The Council have some specific items of expenditure detailed in their budget for next year but the remainder of the S.137 allowance is available for other purposes not covered or prohibited by specific statutory powers.

### b) Insurance Premium 2021/22

To approve the payment of the Annual Insurance Premium, due on 01.04.2021

£174.62 ( 2<sup>nd</sup> payment of a 3 year agreement to end 2022)

## 9. ELECTIONS 2021

Shropshire Council has confirmed that local council elections are to be held on 6th May 2021.

All 5 seats on Quatt Malvern Parish Council will be vacant for election and councillors presently serving will need to stand for election again if they wish to continue to serve. However, other candidates are welcome to apply also.

Nomination Packs can be downloaded from

<https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-council-elections-england>

Nomination packs have been ordered for the 5 sitting councillors who it is anticipated will be standing again.

The deadline for submission of nomination papers is 8<sup>th</sup> April 2021. Candidates will note that completed papers have to be submitted by hand, either by the candidate or a person acting on their behalf.

## 10 COMMUNITY GOVERNANCE REVIEWS

Shropshire Council has announced that a community governance review will be carried out throughout Shropshire, to review the governance arrangements at town and parish council level, after the elections in May this year. The priority will be to review those areas where changes have occurred through new development etc.

A copy of the briefing note issued by Shropshire Council is attached.

However, Shropshire Council have said that they will welcome any voluntary proposals put forward by local councils themselves.

It should be noted that any such proposals must demonstrate that there is support in the community for the new arrangements and they will be subject to approval by Shropshire Council.

Any new arrangements will come into effect following the local council elections in 2025

#### 11. MEETINGS MAY 2021 ONWARDS

The Council may be aware that the legislation which permits local authorities to hold remote meetings only applies to meetings held prior to 7th May 2021.

This means that the next meeting of the Parish Council, the Annual Meeting of 20th May 2021, might have to be held in person. However, a number of local authority bodies including the Association of Local Councils, are pressing the Government to extend the legislation and an application for judicial review is being considered.

The Clerk will keep the Council posted.

#### 12. LORD LIEUTENANT'S GARDEN PARTY

This event, which was to honour people who had shown outstanding support for their communities during the Coronavirus Pandemic, has been postponed until next year because of the ongoing Pandemic.

#### 13. PLANNING MATTERS

##### a) New Planning Applications

Reference: 21/00925/HRM (validated: 22/02/2021)

Address: South Staffordshire Water PLC, Hampton Loade Water Treatment Works, Hampton Loade, Bridgnorth, Shropshire, WV15 6HD

Proposal: Removal of 9m of hedgerow for the construction of a temporary haul road to allow access for construction traffic

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QOXJJTTD06Z00>

Scanned documents associated with applications will normally be available within 1 - 2 days of this notification.

##### b) Determined Applications

There are no determined applications to support.

##### c) Community Led Plan

There is nothing further to report on the Community Led plan because of the continuing coronavirus pandemic.

##### d) Bridgnorth Plan

An update on the Plan has been circulated by the Chairman of the Bridgnorth Plan Steering Group and is attached.

## 14 ROADS AND FOOTPATHS

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

The Shropshire Highways and the Road safety Partnership have approved the proposals put forward by this council to relocate the existing VAS and install an additional VAS in Quatt Village.

The Clerk can now confirm that the extra cost of having Blue Tooth data capture facility on the new sign would be £510. The data can be downloaded within a range of approximately 15 metres of the sign. The total cost of the new unit and the works to install it and relocate the existing VAS would be:

Sign - £1785.52  
Side bracket £150.00  
Delivery and fixing £500  
Blue tooth Option £510.00  
TOTAL £2945.52

However, the Clerk has not yet been able to locate a contractor willing to give a price to erect the dedicated pole needed to mount the new sign and this will be a further cost.

### b) Proposed Pedestrian Refuge

There is nothing further to report at this time

### c) The BOAT (Byway Open to All Traffic)

Following the publicity created following the last meeting, advising members of the public where to report incidences of trespass and of illegal and inconsiderate use of the public rights of way, at least one incident of youths scrambling on motorbikes has been reported to the National Trust.

### d) Wootton Ford

The proposed site visit with Shropshire Highways, to discuss the works necessary at the Ford, has yet to take place.

## 15 REPORT FROM THE LOCAL MEMBER OF SHROPSHIRE COUNCIL

Councillor Tina Woodward will report

## 16 NATIONAL TRUST REPORT

## 17 PARISH MATTERS

### a) Parish Amenities

To consider any matters of concern arising in the Parish.

### b) Noticeboards

Again, the Clerk is experiencing difficulty in securing the erection of new posts on which to mount the refurbished noticeboards.

## 18. AMENDMENTS TO REGISTER OF ELECTORS

The new register of electors has been published and there are currently 195 electors in the Parish.

## 19. REPORTS FROM OTHER MEETINGS

- a) SALC
- b) Local Joint Committee
- c) Cider House /Wootton
- d) Village Hall Committee.
- e) Bridgnorth Local Plan Review Steering Committee

## 20. CORRESPONDENCE

## 21. DATE OF NEXT MEETING

1. The next meeting of Quatt Malvern Parish Council will be the Annual Meeting of the Council, held on Thursday 20<sup>th</sup> May at 7.30pm. It is anticipated that this will be a virtual meeting.
2. The date of Quatt Malvern Parish Annual Parish Meeting is still to be determined. This meeting must be held between 1<sup>st</sup> March and 30<sup>th</sup> June each year.

In view of the elections on May 6<sup>th</sup> and the Annual Meeting of the Council on 20<sup>th</sup> May, it is suggested that the meeting be held between 20<sup>th</sup> May and 1<sup>st</sup> June, possibly on the Thursday 27<sup>th</sup> May.