

QUATT MALVERN PARISH COUNCIL

CHAIRMAN: Lawrence. E. Chitty.

www.quattpc.org.uk

William S. Griffiths
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9th May 2025

Dear Councillor,

You are invited to attend the Annual Meeting of Quatt Malvern Parish Council to be held on Thursday 15th May 2025 in the Village Hall, Quatt, at 7.30 pm, for the purpose of transacting the following business.

W.S.Griffiths

William S. Griffiths, Clerk of the Council.

1 ELECTION OF CHAIRMAN OF THE COUNCIL

Currently Cllr. Lawrence E.Chitty.

2. CONSTITUTION OF THE COUNCIL

To note that following an uncontested election on 1st May 2025, the following councillors have been appointed to serve on Quatt Malvern Parish Council:

Cllrs: L.Chitty, Ms.S. Hunter, R.Law and Mrs. J.Yates.

There is one vacancy to be filled by co-option

3. SHROPSHIRE COUNCIL

To note that following the elections on 1st May 2025, Councillor Colin Taylor has been returned as the member of Shropshire Council representing the Bridgnorth South Division.

4. DECLARATIONS OF ACCEPTANCE OF OFFICE

The Chairman and the members of the Council must complete and sign the acceptance of Office at the meeting.

5. ELECTION OF VICE-CHAIRMAN

Currently Cllr Robert Law

6. APOLOGIES FOR ABSENCE

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

a) Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest or other Registerable Interest and should leave the room prior to the commencement of the consideration of that item.

b) Members are reminded that they must complete a new declaration of pecuniary and other registrable Interests by 2nd June 2025

8. CODE OF CONDUCT

To consider and reaffirm the code of conduct for local councils – copy attached

9. OPEN FORUM

10. BANKING

To confirm the continued use of HSBC plc as the Council's banker.

11. RESPONSIBLE FINANCIAL OFFICER

To confirm the appointment of the Clerk as the responsible Financial Officer to the Council.

12. INTERNAL AUDITOR

To confirm the continued employment of Mr S.Jones as the internal auditor for the Council.

13. TO APPOINT REPRESENTATIVES TO THE FOLLOWING BODIES:

(The present representative is shown)

b) Bridgnorth & Shifnal Area Committee of SALC:

Cllr. Mrs. J.A. Yates represents the Council on the Area Committee

c) Quatt Village Hall Committee:

Ms S.Hunter is the representative of the Council.

d) The Quatt Malvern United Charity:

Cllr. Mrs. J.A. Yates serves as a Trustee of this local charity.

f) Bridgnorth Plan Steering Group

Cllr R. Law

14. BANK MANDATE

To consider whether any changes need to be made to the bank mandate.

15. MINUTES

To approve and sign the minutes of the Meeting of Quatt Malvern Parish Council held on 27th March 2025.

16. POLICE REPORT

17. REPORT FROM THE LOCAL MEMBER OF SHROPSHIRE COUNCIL

Councillor Colin Taylor the local member of Shropshire Council has been invited to attend the meeting and to report on the work of the Unitary Authority.

18. NATIONAL TRUST REPORT

19. FINANCIAL MATTERS

a) Income

b) Payments made under delegated powers since the Last Meeting

Clerk's salary and PAYE

i) <u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>VAT</u>	<u>Purpose</u>
29.04.25	W.S.Griffiths	196.12	0	net salary
29.04.25	HMRC	48.80	0	PAYE

ii) Quatt Village Hall £25.00 (no VAT) Meeting of the Parish Council 27th March 2025 .

iii) Website hosting

February £9.99 + VAT £2.00 = £11.99

iv) Materials for Cut out soldiers for VE Day celebrations £14.14 + £2.84 VAT = £16.98

c) New Invoices

There are no new invoices to consider.

e) Clerk's and Councillors' expenses

W.S. Griffiths –

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

Posting of elections notices - 16 miles@0.45 per mile = £7.20

TOTAL £ 14.40

Telephone / Internet allowance £ 20.00

TOTAL £34.40

20. GRANTS AND DONATIONS

At the November meeting this council considered grant requests from the Village Hall Committee and from the Church. Any further information on the progress of these schemes will be reported to the meeting.

21. PLANNING MATTERS

a) New Planning Applications

There are no new applications to consider.

b) Determined Applications

There are no determined applications to report.

c) Community Led Plan

22. ROADS AND FOOTPATHS

a) To consider any issues arising in the Parish with regards to Roads and Footpaths

b) Speeding vehicles on the A442

Alveley and Romsley Parish Council has agreed to contribute towards the cost of an independent consultant carrying out speed surveys on the A442 through Quatt and Alveley Villages and a survey is to be undertaken in both villages.

C) 4x4 vehicles using the BOAT.

There has been further issues of 4x4 vehicles using the BOAT and causing damage and trespass to adjoining land.

The National Trust are to place more concrete blocks and carry out tree planting to make it more difficult for the vehicles to abuse the land. The Police have agreed to increase patrols in the area.

The National Trust have said that they would support the downgrading of the BOAT to a bridleway.

23. PROPOSED REMOVAL OF TELEPHONE KIOSK, QUATT VILLAGE.

BT periodically carry out a review of public telephone boxes and consult local councils on the proposed closure of some of the boxes which are not used very much.

In their latest consultation which ends on 30th June, the telephone box in Quatt is among those proposed for closure.

There is an option for local communities to take over redundant telephone boxes and use them for other purposes, such as housing defibrillators.

Matters for decision:

a) Does the Council wish to make any representations to BT concerning the proposed closure of the telephone box?

b) If the box is closed, would the Council want to use it for another purpose?

These matters were discussed with the local community at the Annual Parish meeting in April.

24. POLICY ON COMMUNICATING WITH THE PUBLIC

The Council might wish to consider how it can improve communication with the residents of the Parish, such as by setting up a social media site or by inviting residents to provide the Council with an e mail address for contact.

This was also discussed at the Annual Parish meeting.

25. PARISH MATTERS

b) Eightieth Anniversary of VE Day

To report on the activities which were held in the Parish To celebrate this event.

c) To consider any other matters of concern arising in the Parish.

26. AMENDMENTS TO REGISTER OF ELECTORS

The Clerk will report at the meeting.

27. REPORTS FROM OTHER MEETINGS

a) SALC

b) Village Hall Committee.

c) Quatt Cricket Club

28. CORRESPONDENCE

29. DATE OF NEXT MEETING

The next Meeting of Quatt Malvern Parish Council will be held on Thursday 26th June 2025,