

The Minutes of the Annual Meeting of Quatt Malvern Parish Council held on Thursday
30th May 2024 at 7.30pm.

PRESENT:

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

ALSO PRESENT

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

24.25.001 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.

24.25.002 ELECTION OF VICE-CHAIRMAN

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

24.25.003 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor C. Taylor (Shropshire Council), and from the National Trust.

24.25.004 REGISTER OF DECLARATIONS OF INTEREST

No declarations of interest were received.

24.25.005 OPEN FORUM

A member of the public complained that the long grass on the highway verges in Quatt village presented a danger to residents seeking to join the main A442 road from their entrances because the visibility was obscured.

The Clerk undertook to contact the Highways Authority.

24.25.006 BANKING

Resolved that the Council continue to bank with HSBC.

24.25.007 RESPONSIBLE FINANCIAL OFFICER

Resolved that William Steffan Griffiths, the Clerk to the Council, continue as Responsible

Financial Officer for the ensuing municipal year.

24.25.008 INTERNAL AUDITOR

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

24.25.009 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 Ms S. Hunter
- 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

24.25.010 REVIEW OF STANDING ORDERS

The Standing Orders and were received and considered.

Resolved that the documents be adopted without change.

24.25.011. BANK MANDATE

Resolved that no change was required to the Bank Mandate.

24.25.012 MINUTES

Resolved that the minutes of the meeting of Quatt Malvern Parish Council held on Thursday 28th March 2024 be confirmed as a correct record and signed by the Chairman.

24.25.013 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

24.25.014 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

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>VAT</u>	<u>Purpose</u>
27.04.24	W.S.Griffiths	187.20	0	net salary
27.04.24	HMRC	46.80	0	PAYE
19.05.24	W.S.Griffiths	187.20	0	net salary
19.05.24	HMRC	46.80	0	PAYE

ii) Hire of Quatt Village Hall for Parish Council Meetings

28th March 2024 - £25.00 No VAT
25th April 2024 - £25.00 No VAT

iii) Website Hosting £9.99 plus VAT £2.00 = £11.99

The payslips, invoices and bank statements were examined and approved by Cllrs R.Law and Mrs C.Hulland.

Resolved that the payments be approved.

c) Invoices

Resolved that the following invoices be approved for electronic payment:

i) SALC (Shropshire Association of Local Councils) Affiliation Fees 2024-25

£157.79 (no Vat)

ii) Annual Registration with Information Controller.(ICO)

£40.00 (paid by the Clerk) No VAT

d) Clerk's and Councillors' Expenses

i) 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>

Resolved

i) that the payments be approved.

ii) that the Clerk be authorized to set up a direct debit to deal with the payment to the ICO in future.

The invoices and claims were examined and signed by Cllrs Mrs C.Hulland and R.Law.

e) Grants and Donations

There were no applications to consider.

24.25.015 ANNUAL GOVERNANCE AND AUDIT REVIEW 2023-24 (AGAR)

It was noted that this matter would be dealt with at a special meeting on Thursday 27th June 2024.

24.25.016 PLANNING MATTERS

a) New Planning Applications

The Clerk reported that a new application had been received since the publication of the agenda and would be circulated for comments prior to being dealt with under delegated powers.

b) Determined Applications

There were no determined applications to report.

c) Community Led Plan

Councillor Ms S.Hunter reported that it was difficult to recruit volunteers to assist with forming the Plan and so little progress had been made.

24.25.017 ROADS AND FOOTPATHS

a) Matters of Concern

There was further concern expressed over the generally poor condition of the roads in the Parish. Problems with noisy and speeding motorcycles had been experienced over the Bank Holiday Weekend.

b) The BOAT, pedestrian refuge and danger to pedestrians at Wootton Lane

There was nothing further to report on these matters.

24.25.018 REPORT OF THE SHROPSHIRE COUNCILLOR

The following written report was submitted by Cllr Colin Taylor who was unable to attend the meeting in person:

" I have had various mails re the long grass obscuring numerous road junctions. I have been informed that the grass cutting is imminent. Hopefully that will please some people. Please let me know if you have any questions after the meeting and I will endeavour to answer them ASAP. "

24.25.019 NATIONAL TRUST REPORT

The following written report was submitted by the National Trust, who were unable to send a representative in person.

" Dudmaston looks forward to the Summer and will be providing free children's activities in Comer Woods with staff led play on Fridays and Saturdays and after-school sessions on Tuesdays. The project to investigate and replant the Ladies Bath water feature in the Hall gardens is halfway through and we are studying the results of a very interesting archaeological survey which has greatly improved our knowledge of this interesting feature. We have replanted with plants more suited to deal with climate change and created a new seating area. Visitor numbers across the estate remain encouraging and we look forward to hopefully some more stable weather in the coming weeks. Live theatre will be in the gardens again this summer with A Midsummer Nights Dream on the evening of 10th July and Peter Pan in the afternoon of Sunday 18th August. Tickets are available at Visitor Welcome or online via our website.

As part of the Sandscapes project which is reconnecting and restoring areas of sandy habitats across Shropshire, Staffordshire and Worcestershire we have recently completed planting of 5000 heather plug plants at Mose. The project will run over the next ten years and will cover 242 acres. The main gates at Dudmaston Hall are in the process of being replaced with newly crafted gates and finials based on the originals constructed by the Specialist Craft team at Attingham Park using Douglas Fir grown on the Dudmaston Estate.

A newly decorated gallery has opened in the Galleries called 'Inspired by Nature'. The gallery has been redecorated, rehung and re-interpreted with watercolours and sketches by Lady Labouchere included in the displays for the first time since Dudmaston opened. The gallery focuses on Lady Labouchere as a trained botanical artist and amateur embroiderer. Staff from Dudmaston and wider afield were invited to choose their favourite work and talk about how nature inspires them. To encourage visitors to explore the wider estate, painting frames have been installed throughout the Dingle, Comer Woods and the Gardens at Dudmaston. These frames highlight landscapes and areas that are great photo opportunities and we are asking visitors to share their photos on social media.

Dudmaston (galleries, gardens, café and second-hand bookshops) will be opening late on Monday 24th June and Wednesday 14th August from 5:30pm to 8:00pm. "

24.25.020 PARISH AMENITIES

a) Matters of Concern

No matters were raised.

b) Electric Vehicle Charging Points

Councillor Ms. S.Hunter reported that 2 electric vehicle charging points would be installed at the Quatt Farm Shop.

The charging points would be able to fully charge a vehicle in between 15-30 minutes and were being provided by an energy company who would pay all the costs.

24.25.021 REGISTER OF ELECTORS

It was noted that there were 193 electors on the Register of Electors.

24.25.022 REPORTS FROM OUTSIDE BODIES

a) SALC Area Committee

There had been no meeting of this body since the last report.

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

Councillor Ms. S.Hunter reported that the Thursday carers events were being well supported. Other regular events included pilates and various music and other entertainment events.

The Hall was holding an event on Saturday 8th June to commemorate the 80th anniversary of the D Day landings including a raffle for a charity that helped former service personnel and emergency workers with mental health and socialization issues.

24.25.023 CORRESPONDENCE

There was no correspondence to report.

24.25.024. DATE OF NEXT MEETING

a) A special meeting of Quatt Malvern Parish Council would be held on Thursday 27th June at 7.30pm in Quatt Village Hall.

b)The next normal meeting of Quatt Malvern Parish Council would be held on Thursday 27th July 2023 at 7.30pm in Quatt Village Hall.

The meeting concluded at 8.30 pm

Signed Date