**CLERK: Michael Atherton**

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| **Minutes of Church Aston Parish Council**  Held at Church Aston Village Hall, Wallshead Way, Church Aston on Monday 1st September 2014. The meeting commenced at 7.40pm  **Present:** Vice Chairman Cllr Paul Evans, Cllr Billie Knight, Cllr Fiona McKeown, Cllr John Pay and Cllr Mike Stansfield  **Also in attendance:** Mike Atherton: Clerk to CAPC & T&WC Cllr Andrew Eade | | |
| **1** | **Apologies** | Cllr Simon Stacey, Cllr Brian Richards & Cllr Mike Stacey |
| **2** | **Declarations of Interest** | None |
| **3** | **Public Session** | No Members of the public present |
| **4** | **Minutes of the last meeting** | Minutes of the meeting held on 7th July 2014 – proposed Cllr Mike Stansfield, seconded by Cllr Fiona McKeown, and unanimously agreed. |
| **5** | **Matters Arising** | 2nd June 2014 |
| **6** | **Councillor Vacancies** | Editorial recently placed in the Newport Advertiser resulted in an expression of interest. Clerk to follow up by providing further information about the role and duties of a parish councillor. |
| **7** | **Administrative Matters** | (i) Proposed Amendment to Standing Orders  Members of the Parish Council considered a written motion to formalise an obligation on the council to consider and respond to all matters raised with the council by parishioners or matters relating to the parish.  The written motion was proposed by Cllr Paul Evans, seconded by Cllr John Pay and unanimously agreed.  (ii) Adoption of Amended Standing Orders  Standing Orders, amended to include provision of the above resolution were proposed by Cllr Paul Evans, seconded by Cllr John Pay and unanimously agreed. |
| **8** | **House Next to the School** | Cllr Eade updated parish councillors following his recent contact with the Planning Enforcement Officer. The PEO indicated that in his view there was no longer a planning issue at the property and that any outstanding concerns are now about ‘amenity’.  In contrast the Environmental Health Officer had indicated that there is a risk that rodents are likely to return if further work is not carried out and the site continues to improve.  AE offered to continue to pursue the matter, meanwhile parish councillors agreed to monitor and review again at a future date. |
| **9** | **Projects for the Parish** | **(i) SIDS / ‘Twenty is Plenty:** the Clerk had circulated a copy of an email provided by Nick Kitchen (T&WC) which provided results from recent traffic surveys. The results were discussed, and then noted **Action:** Clerk to invite NK to the next Parish Council meeting to discuss scheme options.  **(ii) Planters:**  Cllrs commented on the overall success of this parish project and discussed arrangements for winter planting. **Agreed:** Clerk to contact Cheswell Nursery to discuss costs for winter pansies or similar (including bulbs), and also to contact the Horticultural Society regarding assistance with planting.  **(iv) Closed Section of Churchyard:**  the Clerk updated Cllrs on the situation regarding the absence of bids except one in the sum of £670 to strim and remove grass. A second stage quotation would be provided for levelling the ground. **Agreed:** Clerk to seek alternative bids to test competitiveness.  **(v) Brocton War Memorial:**  MBGS to start cleaning work on Wednesday 3rd September and has confirmed that he will liaise with Cllr Brian Richards as required.  **(vi) Street Lighting:** Advice and costs relating to the advice provided by the T&WC lighting officer were noted. The significant capital costs appear to make proposed actions uneconomical. **Agreed:** Clerk to review the street lighting inventory and update records to reflect works carried out as indicated on maintenance contract invoices.  **(vii) Poppy Planting Scheme:** Cllrs commented on the success of the poppy planting scheme and on how well the wild flower planting on local roundabouts appear. **Agreed:** Clerk to contact T&WC to explore options to convert the cultivated poppy areas into wild flower areas, including provision of edging boards. |
| **10** | **Great War – 100 year anniversary** | Cllr Knight updated cllrs on preparations for Civic Sunday and the WW1 Commemorative Exhibition. The civic service will start at 10.30 am preceded by a short parade if sufficient uniformed representation. **Agreed:** Clerk to contact Anne Whitfield regards inviting representation from the RBL.    A significant amount of information and memorabilia had now been collected with more promised. **Agreed:** Clerk to draft a media article for the Newport Advertiser. **Agreed:** Cllr Eade to write short profiles for 3 of the casualties providing a human perspective on their plight. **Agreed:** Clerk to make necessary catering arrangements including exploring an option of engaging professional caterers. |
| **11** | **Planning** | **(a) Newport South ‘Indicative Master-Plan’**  Cllr Pay reported that a meeting of the NRP’s employment sub-group and the vice-chancellor of Harper Adam’s University was scheduled for mid-September, that T&WC had now engaged in the proposals through their Shaping Places process, and that Dr David Llewelyn (VC-HAU) had been invited to join the Marches LEP board.  **(b) Planning Applications**   * + **TWC/2011/0632** – an application for a food-store etc. at Audley Avenue (the Classic Furniture site). Outcome of the Court of Appeal hearing was noted, written judgement now publicly available;   + **TWC/2011/0821** – outline application for ~285 houses on land off Wellington Road (Grove Farm) – now approved & phase 1 construction has commenced;   + **TWC/2011/0827** – an outline application for ~215 houses on land off Audley Avenue (to the side and rear of Newport Cemetery) – now approved;   + **TWC/2011/0871** an outline application for ~350 houses, a care village, and ~11 acres of land for employment use – now approved, SoS has confirmed that he will not be calling-in this application. Cllr Eade requested to ‘green card’ this application, ensuring the decision is not delegated to officers;   + Noted that an application made by Aldi (former Focus site) had now been approved.   + **TWC/2011/0916** – the so called Sainsbury application is subject of a second planning public inquiry early in 2014;   + **TWC/2014/0273** – provision of ~32 dwellings on land adjacent to The Barns. Noted that a representation was made by the Clerk on behalf of CAPC. Cllr Eade seeking to reduce densities and S.106 obligations.   + **TWC/2014/0348** – application for 4 poultry units and associated development. A representation has been made by CAPC.   + **TWC/2014/0415 –** proposals to build 17 homes on land at The Knoll. A representation has been made by CAPC.   **(C) Shaping Places**  Cllr Pay reported that the timetable for publishing a draft strategy including preferred options for housing and employment had been deferred until June/July 2015 (i.e. post 2015 elections). |
| **14** | **Personnel Committee** | No matters to report. |
| **16** | **Correspondence** | The clerk has received correspondence as follows:-  No additional correspondence received other than the routine matters circulated to Cllrs by email. |
| **17** | **Representatives Reports** | **Parish Newsletter (SS):** articles required by SS asap including invitations for the worthy citizen awards  **Village Hall (BK/MS):** MS summarised ongoing concerns about the VH general maintenance needs. Rough estimates to replace the roof were in the order of at least £25k and potentially upwards of £50k.  Overall bookings were good for the summer holiday period - the Gardening Club annual show had been a particular success. The VHC would be reviewing prices at their October meeting.  It was agreed to pursue T&WC (Adrian Corney) regards a lack of maintenance of the boundary hedge which is now impeding the footway to the school. Also, nothing had been heard from TWS regards the weed maintenance contract. **Agreed:** clerk to progress enquiry.  **Rural Forum (PE):** nothing to report  **Bus Users Group (BR):** Nothing to report  **Newport Regeneration Partnership (JP):** next meeting scheduled for 23rd September 2014  **Shaping Places (JP):** as reported by Cllr Pay earlier  **T&WC (AE):** No matters to report |
| **18** | **Accounts Payable of the Clerk’s salary and expenses** | Clerk reported on payments authorised since the July meeting:   * Clerk’s salary (September) £335.50 * Cheswell Nursery (watering planters) £400.00 * Readwell Press (printing newsletter) £235.00 * Broxap Ltd (repair paints & delivery) £44.50 * WME (street lighting energy) £319.02 * Clerk’s salary (August) £335.50 * Society of Local Council’s (membership) £109.00   Balance of account at 01/09/14 is £24,291.68 |
| **19** | **Roads, Hedges and Ditches** | The clerk notified Cllrs of Community Grant applications received to date. It was suggested that a cut-off date be set late in September with the clerk circulating a summary of applications prior to the next meeting.  Cllr Knight asked whether anyone was aware of the status of Church Aston House which had apparently been vacant for 30 years. Cllr Eade agreed to check with the Council Tax Register.  Cllr Stansfield raised concerns that despite the poor condition of footways along the Close they were not identified on the T&WC roads / footways maintenance programme. **Agreed:** Clerk to contact T&WC to find out the position.  Cllr Evans noted that the dangerous tree on The Folly had now been removed however he asked colleague Cllrs to continue to monitor an apparent reduction in response rates / service levels from T&WC.  Cllr Stansfield raised concerns about the extent of mud being left on the road at the top of Liddles Bank as farm vehicles exit the field onto the highway. A similar issue occurs periodically at the field entrance opposite to the school **Agreed:** Clerk to contact T&WC to request action. |

**Date and time of next meeting confirmed as 6th October 2014 at the Church Hall starting at 7.40pm**

Meeting closed at 9.40pm

Signed Chairman: Date: