**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 6th October 2014. The meeting commenced at 7.40pm  **Present:** Cllr Simon Stacey (Chairman), Cllr Paul Evans (Vice Chairman), Cllr Billie Knight, Cllr Fiona McKeown, Cllr John Pay, Cllr Mike Stansfield, Cllr Brian Richards & Cllr Mike Stacey  **Also in attendance:** Mike Atherton: Clerk to CAPC & T&WC Cllr Andrew Eade | | |
| **1** | **Apologies** | None |
| **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 1st September 2014 – proposed Cllr Paul Evans, seconded by Cllr John Pay, and unanimously agreed. |
| **5** | **Matters Arising** | 7th July 2014 – no matters arising |
| **6** | **Councillor Vacancies** | A member of the public has expressed an interest in being co-opted onto the Council. Clerk to provide recent agenda & minutes. Cllr Paul Evans to make contact to explain the role of a councillor. |
| **7** | **Administrative Matters** | **(i) Report & Recommendations of the External Auditor -**  Report & recommendations of the external auditor ref: the Annual Report 2013/14 were considered with a brief review of actions required to manage down reserve funds and arrangements for recording parish assets. **Agreed:** Clerk to establish an asset register; **Agreed:** to consider position regarding reserves when the annual precept is set taking account of additional in-year expenditure due to the parish projects.  **(ii) Parish Notice Boards -** Cllr Richards led a discussion about improving PC and community use of the parish notice boards. **Agreed:** All Councillors to have updated photographs taken by Cllr M. Stacey at the next parish council meeting. |
| **8** | **House Next to the School** | Cllr Eade reported that the garden is not as bad as it was but that it is still not good. There is no sign of infestation. AE to talk to Derek Causer (Planning Enf Officer) and noted that Environmental Health are willing to take action.  Initial impetus for the complaint came from a resident of the parish with CAPC acting on their behalf. **Agreed:** that Cllr Richards would contact the resident to assess their view about the effect of actions and any outstanding issues. |
| **9** | **Projects for the Parish** | **(i) SIDS / ‘Twenty is Plenty:** Nick Kitchen (T&WC) attended the meeting and presented findings of the traffic survey carried out in July. 5,000 vehicle movements had been recorded with a majority of speeds around 20 mph. Nick informed members about criteria for taking action and the three scheme options appropriate for such a location. These include: (i) advisory speed restriction at school times; (ii) gateway 20 mph zone; and (iii) 20 mph speed limit.  Discussions explored the benefits of respective schemes, technical criteria, and costs (estimated ~£1,500 to ~£2,000). NK indicated that T&WC’s Road Safety Strategy is currently being reviewed and it would be sensible to await its completion before developing a scheme. Members agreed to await the outcome of the review and also to the principle of match funding. **Action:** NK to produce schematic drawings for options (ii) & (iii).  Members also indicated a desire to join the SIDS plus scheme with specific interest to Wallshead Way adjacent the playing fields – although it was acknowledged the opportunity for CAPC to join the scheme is deferred.  **(ii) Planters:** Arrangements for removing summer plants, topping up the compost, and planting winter pansies / violas was discussed. Agreed: Cllr Evans to coordinate a working party, the Clerk to obtain quotes for winter pansies / violas, with re-planting shared between PE/MS/FMcK/MA & the Gardening Club members.  **(iii) Closed Section of Churchyard:**  No further progress. **Agreed:** Clerk to continue to seek alternative bids  **(iv) Street Lighting:** Nothing further to report.  **(v) Poppy Planting Scheme:** Clerk reported that he had contacted T&WC and was awaiting a response. **Agreed:** Clerk & Cllr Evans to meet Adrian Corney (T&WC) to discuss formalising the poppy areas and the prospect of introducing mixed meadow flowers in future years. |
| **10** | **Community Grant Fund 2014** | Members considered applications made by 17 community groups for funding under the CAPC Community Grant Fund 2014.  The total grant fund for 2014 was raised to £2,200 (£1,500 in 2013) with all 17 groups receiving grants – see attached schedule for details. |
| **11** | **Planning** | **(a) Newport South ‘Indicative Master-Plan’**  See notes at item 14 ref NRP  **(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. Cllr Pay provided an update following the PIN meeting on 17/09/14;   + **TWC/2014/0273** – provision of ~32 dwellings on land adjacent to The Barns. Representation made by CAPC. Application approved subject to S.106 agreement. Cllr Eade reported that the applicant had offered £15k towards play equipment which is to be spent in consultation with CAPC. Members suggested that local school children should be consulted. **Agreed:** Clerk to contact Derek Owen asap.   + **TWC/2014/0348** – application for 4 poultry units and associated development. A representation has been made by CAPC. Revised plans submitted by the applicant including an alternative means of access direct from / to the A518.   + **TWC/2014/0415 –** proposals to build 17 homes on land at The Knoll. A representation has been made by CAPC.   **(C) Shaping Places**  Nothing new to report |
| **12** | **Personnel Committee** | No matters to report. |
| **13** | **Correspondence** | The clerk has received correspondence as follows:-  No additional correspondence received other than the routine matters circulated to Cllrs by email. |
| **14** | **Representatives Reports** | **Parish Newsletter (SS):** publication of the newsletter delayed due to ill-health.  **Village Hall (BK/MS):** MS reported that the boundary hedge had been cut by T&WC but that nothing further had been heard from TWS regarding weed treatments - Clerk to chase-up.  MS summarised recent assessment work regarding the structure & roof of the village hall. The roof had been surveyed and quotes received to replace it. Design upgrades are required to meet current building regulation standards which mean the quotes are too high for available funds. Cllr Evans commented on the high level of use of the village hall and its value to the community. He indicated that CAPC should be making provision for a significant grant contribution to aid essential repairs. There was general support for the proposition.  The village hall committee are also considering proposals for the display of Christmas lights around the village hall, with similar proposals for the Church Hall. Similarly it had been suggested that the area should be brightened up with pots & planters. CAPC are generally supportive of these proposals.  **Rural Forum (PE):** nothing to report  **Bus Users Group (BR):** Cllr Richards reported that following representations T&WC had agreed to provide a new bus station - initial costs are too high and so the bus station is to be retained in its current location for now.  **Newport Regeneration Partnership (JP):** met on23/09/14 and subsequently agreed to bid for Agricultural technology fund and possibly for EU funding.  **Shaping Places (JP):** nothing new to report  **T&WC (AE):** No matters to report |
|  | **Suspension of Standing orders and meeting extension** | In view of the time and outstanding business the Chairman proposed a suspension of standing orders in order to extend the meeting by 15 minutes to conclude agenda business – unanimously agreed. |
| **15** | **Accounts Payable and the Clerk’s salary and expenses** | Clerk circulated the half yearly reconciliation sheet showing a balance of £31,515.42 (at 30/09/14) – signed by Cllr S. Stacey and Cllr M. Stansfield.  Payments included in the above statement and authorised since the 1st September meeting are:   * Malcolm Birch Gardening Services £480.00 * Factor 21 (North) Ltd £189.49 * Mazars (External Auditor) £120.00 * T. Penn £255.00 * St. Andrews Church Hall £26.00 * Cheswell Nursery (watering planters) £400.00 * Clerk’s salary (September) £335.50   Income received included in the above statement are:   * T&WC £8,617.50 * Interest £11.23 |
| **16** | **Roads, Hedges and Ditches** | Civic Sunday 2015 – Agreed to approach uniformed groups for suitable dates for next year. Also, invite Newport Town Band  Civic Sunday & WW1 Commemoration - Formal thanks were recorded for the efforts of Cllr Knight who had researched and organised the WW1 exhibition content and also to Cllr Stansfield and the Clerk for their support.  Worthy Citizen’s Awards – schedule for 2015 (around mid-June 2015)  CAPC Christmas Meal – agreed to hold at 7.30 pm Friday 5th December at The Swan (Forton) price £26.00 pp including tip for 4 courses, |

**Date and time of next meeting confirmed as 3rd November 2014 at the Church Hall starting at 7.40pm**

Meeting closed at 9.55 pm

Signed Chairman: Date: