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Minutes of Church Aston Parish Council

Held at the Church Hall, Church Aston on Tuesday 3rd April 2018. The meeting commenced at 7.40pm

Present: Cllr Simon Stacey (Chairman), Cllr Fiona McKeown, Cllr Billie Knight, Cllr Mike Stansfield, and Cllr Brian Richards

Also in attendance: Mike Atherton: Clerk to CAPC

1.	Apologies	Cllr Paul Evans, Cllr Marjorie Revill, Cllr John Pay, Cllr Pat Sansom, and borough Cllr Andrew Eade
2.	Declarations of Interest	None
3.	Public Session	No members of the public present.
4.	Minutes of the last meeting	Minutes of the ordinary meeting held on 5 th March 2018 were proposed by Cllr McKeown, seconded by Cllr Stacey, unanimously agreed by all present, and signed by Cllr Stacey (Chairman) as a correct record of the meeting.
5.	Matters Arising	<p>Boundary Review: the T&WC Boundary Review Committee has now received a petition from NTC and has resolved to carry out a boundary review. Terms of reference for the review have yet to be announced. CAPC letter to the Chairman of the Review Committee has been received and shared with members.</p> <p>A response has been received to a FOI request sent to T&WC by Cllr Paul Evans (in his personal capacity). It is believed that the response provided is inaccurate and therefore a follow-up FOI is to be drafted and sent by PE.</p> <p>A second joint meeting date with CA&WPC has been set for Wednesday 18/04/18 – Cllr Stacey, Cllr Evans & Cllr Pay to attend with the Clerk absent due to holidays.</p>

		<p>Heart of the Village: Cllr McKeown reported back on a meeting with Oliver Needes (Needes Landscaping) about various tidying up type work around the village centre. The work identified is expected to take about a half day. Action: Clerk to assess extent of similar additional work and then issue a day works order to Needes Lanscaping.</p> <p>Cllr Richards informed colleagues about a conversation that he had with Malcolm Bennett (Chairman: VHC) about access and maintenance of the area under the bridge. A third party appears to have claimed ownership of part of the land. Agreed to continue to seek a lease arrangement with T&WC. Action: Clerk to contact T&WC to obtain a plan showing the precise area of T&WC ownership.</p> <p>The Clerk has now received an email from Malcolm Bennett confirming a right of pedestrian access across the village hall car park should a lease be agreed with T&WC.</p> <p>Cllr Richards suggested that the Clerk should approach T&WC to see if a maintenance budget would be transferred to CAPC should they take on responsibility for the area under the former railway bridge. This suggestion was supported by all members present. Action: Clerk to enquire with T&WC.</p> <p>Wellington Road: see previous minutes – Cllrs to provide the Clerk with examples of potholes / road & footway maintenance needs prior to the Clerk contacting Steve Scanlon (T&WC) to arrange a parish tour</p> <p>SIDS Plus Initiative: noted that the temporary SIDs sign on Wallshead Way was now working again following battery failure. Otherwise, nothing further to report.</p> <p>Silent Soldier Campaign: members further considered participation in this initiative. It was agreed to seek design details and costings from Jenny Robie (County Organiser).</p> <p>Members discussed setting a budget for this project. Cllr Richards moved a budget of £250.00 with Cllr Knight seconding the proposal. Members voted unanimously in favour.</p> <p>On a related matter the Clerk suggested an enquiry into the costs of lamp-post mounted poppies which had proved popular in nearby towns and villages. Members agreed that the Clerk should investigate this further.</p>
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PARISH PROJECTS & COMMUNITY MATTERS

6.	Parish Projects	<p>Street Lighting: an updated inventory has now been provided by EON and forwarded to Western Power who in turn had issued a revised energy certificate which has been sent to CAPC's energy providers.</p> <p>Planters & Wild Flower Areas: proposals for planting out the village planters to be considered at the next meeting. Cllr Richards proposed and Cllr Stansfield seconded a proposal for a budget of £250.00 for plants, compost and plant food. This was unanimously approved by all members present.</p> <p>Wallshead Way Play Area: Cllr Richards and the Clerk to meet with Derek Owen (T&WC) at 4.00pm on Tuesday 17th April 2018;</p> <p>Brocton Memorial: the Clerk provided a brief update on this project which is to be completed by end September 2018. Owen Memorials (Market Drayton) have ordered the stone and have clarified a couple of minor design details.</p> <p>A press release was published in the Newport Advertiser;</p> <p>Bus Shelters: it was agreed to invite David Balme (T&WC) along to the CAPC meeting in June to discuss the new design guide and local bus shelter needs;</p> <p>Social Media (Web-site & Facebook): nothing to report.</p>
7.	Representatives Reports	<p>Parish Newsletter: recent newsletter now distributed with various feedback including several positive comments;</p> <p>Village Hall: Cllr Knight provided a brief report from the VHC regarding bookings, noise from the main hall impacting on use of the committee room, construction of a new external store for the scouts in May, car park works to start in the summer holidays, and two new committee members. Next meeting is on 23/05/18;</p> <p>Newport Regeneration Partnership: nothing to report;</p> <p>Bus User Group: nothing to report. Members briefly discussed a proposal at an earlier BUG meeting to re-site a bus stop adjacent the Barnfields Close entrance – after discussion it was unanimously agreed this would be unsafe and should be resisted;</p> <p>T&WC: Cllr Eade had earlier that day emailed members to inform them of the Planning Inspector's decision to refuse the Pave Lane Quarry application.</p>
8.	Correspondence	<p>The Clerk summarised correspondence and related actions received since the last meeting.</p>

POLICY & PLANNING MATTERS

9. Planning Applications

The planning schedule for April 2018 was discussed with clarification provided on details of a number of new and existing applications.

Members noted with particular interest the Planning Inspector's decision to refuse Pave Lane Quarry.

FINANCE & GOVERNANCE

10. Accounts and Payments

- (i) Members noted the balance of account at 03/04/18;
- (ii) Four (4) cheques and one (1) standing order had been paid since the meeting on 05/03/18 with details provided to members.;
- (iii) Two (2) accounts had been received for payment with cheques signed at the meeting;
- (iv) Members noted, discussed, and approved the 4th Quarter Bank Reconciliation which was duly signed by the Clerk and two authorised signatories.

11. Personnel Committee

No matters to report

12. Compliance Matters

The Clerk referred members to recently circulated documents provided by PKF Littlejohn concerning new arrangements for the Annual Governance and Accountability Return (AGAR) for 2017/18.

It was noted that CAPC are obliged to complete a return as expenditure during 2017/18 exceeded the minimum threshold for either Income or Expenditure.

ROADS, HEDGES & DITCHES

13. Roads, Hedges and Ditches

Cllr Stansfield raised concerns about damage being caused to the relatively newly repaired footway and a private drive at 5 The Close by a scots pine tree. The owner had enquired about approval needed to demolish the tree with resulting action providing a TPO to prevent such measures. **Agreed:** Clerk to bring to the attention of the T&WC highway engineer.

Date and time of next meeting confirmed as Tuesday 8th May 2018 at Church Aston Church Hall starting at 7.40pm

Meeting closed at 9.25 pm

Signed Chairman:

Date