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**Minutes of the meeting of Church Aston Parish Council held at 7.40 pm on Monday 5<sup>th</sup> November 2018 in St. Andrew's Church Hall, Church Aston.**

**Present:** Councillors: S. Stacey (Chairman)  
P. Evans (Vice-Chairman)  
F. McKeown  
M. Stansfield  
J. Pay  
P. Sansom  
B. Richards

**In attendance:** M. Atherton (Clerk)

**(05/11/18)**

**Item 1 - Apologies:**

Cllr B. Knight, Cllr M. Revill and Borough Cllr A. Eade

**Item 2 – Declarations of Interest:**

Members were reminded of a need to declare their interests in any matter appearing on the agenda. There were no declarations of interest.

**The Chairman asked Members of the Parish Council to join him in a minutes silence and reflection in light of:**

The centenary anniversary of the end of World War 1 - to mark the sacrifice of those killed during WW1 and all those affected by their loss.

The recent sad passing of Charles Corfield a former Parish Councillor and a past Vice-Chairman of Church Aston PC with a distinguished record of public service.

**Item 3 – Public Session:**

No members of the public present

**Item 4 – Minutes of the Meeting held on 1<sup>st</sup> October 2018**

It was proposed by Cllr Paul Evans and seconded by Cllr Brian Richards that the minutes of the October 2018 meeting be accepted and agreed as a true record. All members present were in favour.

**Resolved:** minutes of the meeting held on 1<sup>st</sup> October 2018 to be signed by the Chairman, as a true record.

#### **Item 5 – Matters Arising:**

- (a) **Boundary Review:** the Chairman summarised draft recommendations of the T&WC Boundary Review Committee and the remaining process including a second round of public consultation. Members discussed various aspects of the review content and process, potential response summaries, and a deadline for consultation responses of 6<sup>th</sup> January 2018. It was agreed that the Clerk should draft a consultation response for consideration at the December meeting.
- (b) **Heart of the Village:** Members noted that there had been no progress concerning the lifting of tree canopies along Wallshead Way which reduce the effectiveness of street lighting. **Action:** Clerk to progress chase with T&WC. The Clerk confirmed that Needes Landscaping had been approached about work around the base of a planter and removal of foliage from street light no. 67 (adjacent no. 70 Wallshead Way) and that the work would be carried out on 9<sup>th</sup> November.
- (c) **Wellington Road:** noted that there had been no feedback from T&WC regards the verge encroachment. **Action:** Clerk to contact T&WC and provide an update to the December meeting.
- (d) **T&WC Contracts:** the Clerk reported on an open day event for Parish Councillors and others that had been organised by T&WC to share information about the new grounds maintenance & cleansing contract and a new highways contract which start from 1<sup>st</sup> April 2019. The event is taking place at The Wakes, Oakengates on Tuesday 13<sup>th</sup> November between 2.00 pm and 4.30 pm.
- (e) **Remembrance Sunday:** Members discussed arrangements for the annual Remembrance Sunday which takes place on Sunday 11<sup>th</sup> November 2018.

Rev Heming has confirmed that groups are to meet at the village Hall at 10.00 am for a parade of uniformed services at 10.15 am with the Church Service commencing at ~10.30 am. Cllr Evans has agreed to provide a reading during the service.

Once the Church service is completed Rev Heming and representatives of the Parish Council are to re-assemble at the Brocton Memorial (~11.30 am) for a service of rededication and laying of a wreath.

#### **Item 6 – Mayor of Telford & Wrekin Cllr Raj Mehta**

Notification had been received earlier in the day that the Mayor of Telford & Wrekin Cllr Raj Mehta was unable to attend tonight's meeting due to personal circumstances. The Mayor's secretary had indicated that he would like to attend a future meeting. **Action:** Clerk to make appropriate arrangements.

## PARISH PROJECTS & COMMUNITY MATTERS

### Item 7 – Parish Projects

- (a) **Wallshead Way Play Area:** Members noted that work had now commenced on construction of the new Multi Use Games Area with completion anticipated by end December 2018.
- (b) **Brocton WWI Memorial:** the Chairman reported on recent completion of the Brockton Memorial Project and commented on the excellent job carried out by Owens Memorials (Market Drayton). A photo-call had taken place with a press release sent to local media including Newport Advertiser and the Shropshire Star.

Members briefly discussed various aspects of the project with Cllr Stansfield suggesting that some of the lettering on the existing roadside memorial was fading and that a future project could be commissioned to re-cut this lettering in-situ.

**Actions:** Clerk to write to Cllr Andrew Eade to thank him for his support in delivering this project; (ii) Clerk to write to Owens Memorials thanking them for the quality of their work; (iii) Clerk to enquire with Owens Memorials as to the feasibility of re-cutting some of the existing memorial lettering.

- (c) **“We Don’t Buy Crime” (Smartwater) Initiative:** Members discussed a draft implementation plan (circulated with the agenda) and agreed a number of amendments. The revised plan now provides for roll-out over a longer period to March 2019. **Action:** Members authorised the Clerk to now order the kits from Smartwater Ltd, with the balance being provided directly by West Mercia Police.

The Clerk reported back from a meeting earlier in the day with Mick Simpson (WMP ‘WDBC’ coordinator) where various practical aspects of implementation had been discussed including signage sizes & locations, coordination with the local policing teams, and community information. Members confirmed that all relevant matters are to be included in the implementation plan.

- (d) **Web-site and Social Media:** Cllr Evans provided a brief overview of recent activity via face-book with a growing audience and generally positive feedback. The Clerk confirmed ongoing management of the web-site which is generally up-to-date.

### Item 8 – Representative Reports

- a. **Parish Newsletter:** Members discussed content of a draft newsletter circulated by the Clerk and agreed a number of proposed changes. **Action:** Clerk to update the draft and recirculate.

- b. **Village Hall:** in her absence Cllr Knight had provided a written update for the Village Hall which the Chairman shared with colleagues. Overall use of the Village Hall remains good and the Committee remain committed to an ongoing programme of improvements that will protect and improve this vital community facility into the future.
- c. **Newport Regeneration Partnership:** Cllr Pay reported that the next meeting of NRP is scheduled for 13<sup>th</sup> November 2018.
- d. **Bus User Group:** Cllr Evans had attended a BUG meeting held on 22<sup>nd</sup> October 2018 at which there had been further discussion of the 519 service.

Arriva have now withdrawn the 519 Saturday service on the grounds that it is no longer commercially viable. Attempts to sustain the service by bringing together funding from a number of town and parish councils and other groups had failed because some key interests and resolved not to support the initiative.

Cllr Evans also reported that there had been some further amendments to the weekday timetable for the 519 service which remains commercially viable.

- e. **Telford & Wrekin Council:** nothing to report.

#### **Item 9 – Correspondence:**

The Clerk informed members of all correspondence received since the last meeting including a host of thank you letters from groups receiving Community Grant Awards

### **POLICY & PLANNING MATTERS**

#### **Item 10 – Planning Applications**

The Chairman introduced a discussion on a recent planning enquiry (PE/2018/0680) concerning land to the east and west of Station Road.

Cllr Pay had drafted a letter that had been sent to T&WC planners on behalf of the Parish Council to enquire about various aspects of this enquiry and the current status of planning application TWC/2011/0871. Despite a follow-up email, T&WC planners unable to provide a response as they claim to be awaiting information from the prospective developer and / or their agent.

Members briefly reviewed and noted contents of the planning schedule for November

### **FINANCE & GOVERNANCE:**

#### **Item 11 Budget Process 2019/20**

Members referred to information from T&WC regards setting a precept for 2019/20, and information concerning CAPC in-year and projected budget for 2019/20.

After a short discussion Cllr Evans asked the Clerk to provide additional information relating to incremental effects of a change in precept as provided in previous years.

**Action:** Clerk to draft a short briefing paper for the December meeting.

In light of limited time for a full debate the Chairman proposed that this item be deferred to the December meeting with the proposal unanimously agreed.

## Item 12 – Accounts & Payments

- (a) The Clerk informed members of the account balance as at 30/10/18
- (b) The Clerk informed members of payments made since the last meeting on 1<sup>st</sup> October 2018 as follows:

Payment	Cheque No.	Statute	Amount
Community Grant Awards	300508 to 300519	LGA 1972 s137	2,050.00 (total)
Church Aston PCC	300520	LGA 1972 s214	520.00
West Mercia Energy	300521	LGA 1972 sch14	122.95

- (c) The Clerk informed members of accounts to be paid at this meeting as follows:

Payment	Cheque No.	Statute	Amount
HMRC (PAYE)	300522	LGA 1972 s112	£77.40
Owens Memorials	300523	LGA 1972 s137	4,173.60
Sally's Flowers	300524	LGA 1972 s137	100.00
M. Atherton (expenses)	300525	LGA 1972 s267	31.95

Each cheque was then signed by two authorised signatories.

## Item 13 – Compliance Matters:

No matters to report

## Roads, Hedges & Ditches

- (a) Cllr McKeown enquired about the annual pay review process for Clerks. The Clerk confirmed that an announcement had not yet been made and that he would report this to Members upon receipt.
- (b) Cllr McKeown confirmed that a booking has now been made for Cllrs and partners / friends to meet for the annual Christmas social event at The Swan at Forton at 1.00 pm on Sunday 6<sup>th</sup> January 2019.

**Date and time of next meeting confirmed as Monday 7<sup>th</sup> January 2018 at Church Aston Church Hall starting at 7.40pm**

Meeting closed at 9.40 pm

Signed Chairman:

Date