

CLERK: Michael Atherton
ADDRESS: 53 Beechfields Way
Newport
Shropshire
TF10 8QA

Tel: 01952 820241
Email: churchaston@gmail.com



Minutes of the meeting of Church Aston Parish Council held on-line via skype at 7.00 pm on Monday 4th May 2020.

Present: Councillors: S Stacey (Chairman), P Evans (Vice Chairman), B Richards, F McKeown, P Sansom, J Pay and A Stokes

In attendance: Borough Cllr Eade, M. Atherton (Clerk) and one representative of the press.

(04/05/20)

Item 1 - Apologies: received from Cllr B Knight

Item 2 – Declarations of Interest:

There were no declarations of interest.

Item 3 – Public Session:

No members of the public in attendance.

Item 4 – Minutes of the Meeting held on 6th April 2020

Minutes of the meeting held on 6th April 2020 were proposed as a true and accurate record of proceedings by Cllr Evans and seconded by Cllr Richards. All members present voted in favour.

<p>Resolved: minutes of the meeting held on 6th April 2020 to be signed by the Chairman of the meeting as a true record as soon as possible on cessation of government restrictions relating to the Coronavirus (COVID 19).</p>

Item 5 – Matters Arising:

(a) Play Area Seating: the Clerk provided an overview of progress and agreed to circulate proposals to Members prior to the next meeting. Cllr Eade indicated that he would like to support this initiative and offered a £500 contribution towards costs. Members expressed their appreciation to Cllr Eade.

(b) Village Planters – Planting & Watering: contact had been made with Bloomsbury Nursery and Mildene Nursery with differing options of plant choice, delivery and planting out services available.

Cllr McKeown advised that Swanpit Nursery is currently open for business and it was agreed that they should be approached too. **Action:** Clerk to provide details of options and costs prior to the next meeting date with a view to implementing a scheme as soon as restrictions are lifted.

(c) Village Planters – Watering: quotations for watering of the planters have been invited with one quotation returned.

(d) Wellington Road – Pedestrian Safety: following recent face-book contact from a resident and email communications with / from T&WC Cllr Evans asked colleagues for permission to raise this issue. All present agreed the matter was sufficiently urgent to be discussed.

Cllr Evans summarised contents of the correspondence. In short T&WC are to write to residents seeking further cutting back of hedging and soil verge encroachment of the footway. Whilst appreciative of these specific actions Members expressed frustration at the protracted time for this matter to be resolved.

Cllr Richards asked borough Cllr Eade if he could intervene on behalf of the Parish Council to help resolve the issues or at least to obtain a timeframe for their resolution. Cllr Eade agreed and the Clerk was asked to forward relevant email correspondence.

PARISH PROJECTS & COMMUNITY MATTERS

Item 6 – Coronavirus (COVID 19)

Cllr Evans provided a comprehensive report of community support provided during the coronavirus outbreak particularly via face-book contact. He also commented on the extensive support network that had come together across the borough to cover telephone helplines and to provide practical support throughout the borough.

Members agreed this effort is truly remarkable and that it is appropriate to write to the Leader of the Council and to the Chief Executive of T&WC to express, on behalf of the Parish Council and local residents, our collective appreciation for the efforts of the council, its staff and all volunteers during these challenging times.

Action: Clerk to draft letters for approval prior to dispatch. The Clerk confirmed that all relevant helpline information is posted on the Parish Council's website

Item 7 – Representative Reports

An update briefing note provided by the Village Hall Committee had been circulated to all Members.

Item 8 – Communications:

- (a) **Correspondence:** the Clerk confirmed that all relevant correspondence had been circulated to Members by email. Specific mention was made to a letter from the local MP outlining a range of Government initiatives to respond to the impact on businesses / communities from the Coronavirus outbreak.
- (b) **Face-book:** Cllr Evans commented on the continued value of the face-book page and quoted several examples of where it had been used to direct and assist local people seeking help.
- (c) **Web-site:** the Clerk confirmed that the web-site is currently up-to-date. Members agreed that the letter from the local MP referred to at 8(a) above can be posted on the Parish Council website.

POLICY & PLANNING MATTERS

Item 9 – Planning Matters

There were no exceptional matters arising for this item and therefore the practice of circulating by email new / amended applications to Members for comments is to continue.

FINANCE & GOVERNANCE

Item 10 – Accounts & Payments

(a) Cllr Richards proposed, and Cllr Evans seconded, with all Members present at the meeting in favour of approving the following payment made since the last meeting on 6th April:

Payment	Cheque No.	Statute	Amount
Clerk's Salary	Standing order	LGA 1972 s227	£321.55

Resolved: that the above payment made between the meeting held on 6th April and this meeting on 4th May 2020 be approved

(b) The Clerk informed Members of receipts received since the last meeting. These include the first instalment of precept amounting to £9,813.50 and VAT recovery from 2019/20 at £297.45

(c) Cllr McKeown proposed, and Cllr Sansom seconded, with all Members present at the meeting in favour of approving the following payment:

Payment	Cheque No.	Statute	Amount
HMRC (PAYE)	On-line transfer	LGA 1972 s112	£80.20

Resolved: that the above payment be authorised for payment at this meeting held on 4th May 2020.

Item 11 – Annual Governance and Accountability Return

(a) At the invitation of the Chairman the Clerk provided a brief overview of the AGAR process for 2019/20 with specific reference to the extended timeframe resulting from the impact of coronavirus. Whereas the public inspection period ordinarily must include the first 10 working days of July this year it must commence no later than 1st September. To meet this requirement “The AGAR must be approved by the town / parish council and published by 31st August 2020”.

Publication date for the final audited accounts has been extended in line with the above timeframe moving from 30th September to 30th November for the 2019/20 accounts.

(b) In line with requirements of the AGAR the Clerk presented the **Annual Governance Statements 2019/20** for approval. This was proposed by Cllr Sansom, seconded by Cllr Evans, with all Members present in favour.

Resolved: the Annual Governance Statements 2019/20 are approved by the Parish Council ready for submission to the External Auditor in line with regulatory requirements.

(c) Similarly, in line with requirements the Clerk presented the **Accounting Statements 2019/20** for approval. These were proposed by Cllr McKeown, seconded by Cllr Richards, with all Members present in favour.

Resolved: the Accounting Statements 2019/20 are approved by the Parish Council ready for submission to the External Auditor in line with regulatory requirements.

In relation to this matter, the Clerk informed Members that the Internal Auditor had now been appointed in line with minute 06/04/20 – 11(e) and the file for 2019/20 had been delivered to the auditor to enable prompt completion of this part of the auditing process.

Item 12 – Future Meeting Dates

The following dates are scheduled for Parish Council meetings: 1st June 2020, 6th July 2020 and 7th September 2020

Roads, Hedges & Ditches

There were no matters arising under this item.

Meeting closed at 8.00 pm

Signed Chairman:

Date