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Minutes of the meeting of Church Aston Parish Council held on-line via Microsoft Teams at 7.30 pm on Monday 5th October 2020.

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

In attendance: M. Atherton (Clerk)

(05/10/20)

Item 1 - Apologies: received from Cllr A Stokes (work commitments), Cllr B Richards (holiday) and Borough Cllr Eade

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 7th September 2020

Minutes of the meeting held on 7th September 2020 were proposed as a true and accurate record of proceedings by Cllr Pat Sansom and seconded by Cllr Billie Knight. All members present voted in favour.

<p>Resolved: minutes of the meeting held on 7th September 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) Wellington Road – Encroachment: as no further progress had been made in the areas adjacent 'The Last Thatched Cottage' borough Cllr Eade agreed to arrange a meeting with appropriate officers from T&WC.

(b) Play Area Seating: this item was deferred into the New Year when Members are able to meet in person.

Members discussed a quotation provided by T&WC relating to the repair of safety matting on the younger children's play area. Members agreed to contribute £600 towards the costs of repair on an understanding that this is a one-off 'without precedent' payment with full responsibility for all future maintenance of this area remaining with T&WC. **Action:** Clerk to inform Adrian Corney at T&WC.

Members also discussed incidents where older children had been observed in the play area designated for younger children. It was suggested that signs indicating the area is for under-12 year-olds be provided. **Action:** Clerk to investigate provision of relevant signage.

(c) Garden Flooding: in his absence Cllr Richards had provided a copy email to colleagues informing them of the outcome of a meeting with T&WC drainage engineers who had been investigating drainage issues in Pinewoods. As a consequence of their investigations T&WC have agreed to proceed with a plan to improve drainage in Pinewoods through a small scheme costing ~£10k.

It was noted that no further issues of gardening flooding had been experienced by residents along Wallshead Way since the prolonged rainfall of last autumn and January / February 2020. This was despite the storm of 12 August 2020 when St. Andrew's Church was struck by lightning and around 75mm of rain fell in just 3 hours. After discussion Members agreed that this is most likely indicative of climate change and to monitor such incidents in the future.

PARISH PROJECTS & COMMUNITY MATTERS

Item 6 – St. Andrew's Church

(a) Community Orchard & Dedicated Area of Reflection: proposals to plant trees in September had now been deferred until November on the advice of landscape architects. The Clerk agreed to contact Zoe Heming & Lesley Green to chase progress.

(b) Community Service & Remembrance Sunday: It was noted that the Community Service scheduled for Sunday 27th September 2020 had to be cancelled due to the current situation with COVID 19.

Members also noted that the Priest in Charge at St. Andrew's Church had recently had an operation and is now recovering. It was unanimously agreed to send the Parish Council's best wishes for her recovery via a get well card.

Members discussed implications of current restrictions on public gatherings for Remembrance Sunday. It was agreed to again site the 'Silent Soldier' on the bus shelter and surround with poppies. It was also agreed to purchase the poppy wreaths

and to make arrangements to lay these on the respective memorials on Sunday 8th November – Remembrance Sunday.

Actions: (i) Clerk to liaise with the Priest in Charge at St. Andrew's Church and (ii) to purchase 2 poppy wreaths from a local supplier.

Item 7 – Representative Reports

All relevant information circulated by email during the Coronavirus situation.

Cllr Knight reported that Andy Stokes had now taken on the role of Caretaker for the Village Hall, and that many recent flu jab customers had commented positively on the reconditioned village hall. **Action:** Clerk to pass on congratulations to Malcolm Bennett (Chairman of the VHC)

Item 8 – Communications:

- (a) **Correspondence:** all relevant correspondence circulated by email.
- (b) **Face-book:** Cllr Evans provided a brief overview of recent face-book traffic and actions taken to respond where necessary.
- (c) **Web-site:** the Clerk informed Members that T&WC are undertaking a number of system updates that may occasionally affect access to galaxy sites like the CAPC site. All Galaxy site administrators are to be kept informed of progress by T&WC.

POLICY & PLANNING MATTERS

Item 9 – Review of Community Grant Awards Policy

A copy of the revised Community Grant Awards Policy had been circulated with the agenda for tonight's meeting. Following a brief discussion the revised policy was proposed by Cllr Paul Evans, seconded by Cllr John Pay, and unanimously agreed.

The Clerk informed Members that only one application had been received and provided a verbal explanation of the application contents. Members briefly reviewed the impact of COVID 19 on in-year spending / commitments. In light of the exceptional circumstances and the publicly acknowledged value of services provided by Hope House Hospice a contribution of £200 was agreed. This was proposed by Cllr Evans, seconded by Cllr Stacey and unanimously agreed by all Members present. **Action:** Clerk to make necessary arrangements for payment of the grant.

Item 10 – Planning Matters

Members noted the Planning Schedule for October 2020 including decisions made by T&WC since the last meeting of the Parish Council on 7th September 2020.

PE/2020/0543 - Cllr Pay provided an over view of a recent planning enquiry for the so called Sainsbury site. The formal enquiry had been circulated to interested parties but not to neighbouring parishes including CAPC. The Clerk had already contacted

T&WC Planning Control seeking an extension of the consultation period to enable CAPC to consider and comment upon this planning enquiry.

Members agreed that Cllr Pay should lead on this matter on their behalf and coordinate jointly with Chetwynd Aston & Woodcote PC a response to the development proposals.

FINANCE & GOVERNANCE

Item 11 – Accounts & Payments

(a) Cllr Sansom proposed, and Cllr McKeown seconded, with all Members present at the meeting in favour of approving the following payment made since the last meeting on 7th September:

Payment	Cheque No.	Statute	Amount
PKF Littlejohn (auditors)	On-line transfer	LGA 1972 s101	£240.00

Resolved: that the above payment made between the meeting held on 7th September and this meeting on 5th October 2020 be approved

(b) Details of the 2nd Quarter Bank Reconciliation had been circulated prior to the meeting. After scrutiny the bank reconciliation was approved and proposed by Cllr McKeown, seconded by Cllr Stacey and unanimously agreed by all present.

Resolved: the 2nd Quarter Bank Reconciliation 2020/21 be approved and signed by two authorised signatories as soon as government restrictions on movement and meetings allow.

Members noted the statement of account of £21,693.55 as at close of business on 30th September 2020.

(c) Cllr Evans proposed en-bloc, and Cllr Knight seconded, with all Members present at the meeting in favour of approving the following payments:

Payment	Cheque No.	Statute	Amount
HMRC (PAYE) – Aug 2020	On-line transfer	LGA 1972 s112	£82.20
Needes Landscaping (watering)	On-line transfer	LGA 1972 s135	£212.50
West Mercia Energy	On-line transfer	LGA 1972 sch 14	£115.36

Resolved: that the above accounts be authorised for payment at this meeting held on 5th October 2020.

Item 12 – Future Meeting Dates

It was noted that the Clerk had confirmed availability of the Church Hall for tonight's meeting but that Government imposed restrictions relating to COVID 19 had further delayed a resumption of face-to-face meetings.

The following future meeting dates were noted: 2nd November, 7th December 2020 and 4th January 2021.

Roads, Hedges & Ditches

- (a) Cllr McKeown asked about arrangements for removing plants from the village planters and preparing for the winter period. The Clerk confirmed arrangements were in hand over the next couple of weeks.
- (b) Cllr Evans confirmed that he had maintained a close watch on both the progress and (poor) quality of solutions employed to resurface Liddle's Bank. Much of the new surfacing had already become loose and had been removed by moving traffic. It was generally agreed that the short-term actions taken by T&WC had been a waste of time and money and that this work needs including in a mainstream programme for 2021/22.
- (c) Cllr Evans referred to an abandoned caravan at Blackberry Bank – this had already been reported to T&WC and action is awaited.
- (d) Cllr Knight commented on the absence of light around the Church Hall Car Park and agreed to discuss with John Wate (Church Warden).
- (e) The Clerk reported on a number of street lighting issues including CA11 which had been out since the lightning strike on 12/08/20. This outage along with a partial lighting problem at CA57 (adjacent bus shelter / village hall) was most likely contributing to issues referred to at (d) above.

The Clerk also confirmed that CA22 (Highfield) had recently been repaired and that Eon would be re-fitting a Cowell to CA42 (Newtown)

Meeting closed at 8.38 pm

Signed Chairman:

Date