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| **Minutes of Church Aston Parish Council**  Held at Church Aston Village Hall, Wallshead Way, Church Aston on Monday 7th April 2014  **Present:** Chairman Cllr Simon Stacey, Vice Chairman Cllr Paul Evans, Cllr Mike Stacey, Cllr Fiona McKeown, Cllr John Pay  **Also in attendance:** Mike Atherton: Clerk to CAPC | | |
| **1** | **Apologies** | Cllr Brian Richards, Cllr Mike Stansfield, Cllr Billie Knight and T&WC Cllr Andrew Eade |
| **2** | **Declarations of Interest** | No declarations of interest |
| **3** | **Public Session** | Mrs Gill Stokes (resident and Secretary to Church Aston Village Hall Committee) attended the meeting and addressed the Council. The following suggestions were offered to help improve life in Church Aston (i) provision of a bag dispenser at key location to help reduce the incidence of dog mess; (ii) development of a web-page to help promote the village and improve its profile; (iii) distribution of the parish magazine in electronic form via email, facebook, etc. to help reduce costs and enhance access; (iv) a ‘share a bin’ idea to help dispose of excess green waste ref: church grounds; (v) T&WC to provide a twice per year collection of bulky waste items for those w/o transport either free or possibly funded by CAPC; (vi) actions to help reduce the incidence of rubbish around or adjacent the mere; (vii) an option for Church Aston to enter Britain in Bloom competition; and (viii) introduction of Wi Fi into the Village Hall to enable TCAT to run courses.  Mrs Stokes also thanked the Parish Council for the recent clean-up of the Village Hall car park and grounds. |
| **4** | **Minutes of the last meeting** | Minutes of the meeting held on 3rd March 2014 were approved |
| **5** | **Matters Arising** | None |
| **6** | **Councillor Vacancies** | No progress |
| **7** | **House Next to the School** | Continue to review periodically |
| **8** | **Village Hall – resurfacing of the car park** | No further information to report. |
| **9** | **Central Networks – repair / replacement of substation gates** | Awaiting implementation of Central Networks planned works programme.  Actions of Cllr Brian Richards in identifying and reporting litter / food waste noted. |
| **10** | **Environmental Audit** | The Clerk to Newport Town Council had now formally responded. NTC have decided to not take up T&WC’s offer to join / fund a local PET scheme.  However, the Clerk to NTC confirmed that his Council has no objection in principle to entering into shared delivery arrangements for local services. NTC has no immediate plans to introduce a directly funded environmental team but they would consider CAPC’s interest if this were to emerge in the future. **Resolved:** no further action |
| **11** | **Projects for the Parish** | **(i) SIDS / ‘Twenty is Plenty:** No indication of anything happening **Agreed:** Clerk to seek clarity of intensions from T&WC.  **(ii) Village Hall: car park, grounds & boundaries:** work recently completed. Cllrs commented that it was a good job well done, and on a need to weed spray regularly. It was provisionally agreed that CAPC would take responsibility for organising and funding this work **Agreed:** Clerk to contact Paul Smith at TWS for a quotation for this service.  **(iii) Planters** – Planters currently on order with Broxap, delivery to be deferred into May if possible. Quotations received for provision of planters bases. Cllr Evans had spoken with Adrian Corney about proposed locations and grass maintenance around the planters. **Resolved:** to appoint Malcolm Birch Gardening Services to provide the bases at £480.00 total (the lowest of 3 quotations). PE agreed to mark the locations of the planters. **Agreed:** Clerk to assess best options for purchase of the compost and plants and to discuss with Cllr Evans and Cllr Richards prior to the next CAPC meeting.  **(iv) Closed Section of Churchyard:**  liaison with the Rector and Church warden – need to re-quote due to differences in initial bids. **Agreed:** Clerk to expedite.  **(v) Brocton War Memorial:** Cllr Richards had arranged quotations from appropriate contractors. **Resolved:** to appoint Malcolm Birch Gardening Services as the lowest of three quotations to carry out the work. Noted that care needs to be taken when cleaning the sandstone monument – MBGS to liaise with Cllr Richards and to carry out a test patch prior to carrying out the works.  Cllrs also formally recorded their thanks for Cllr Eade’s contribution to the costs of this work through T&WC’s Ward Member Cooperative Fund.    **(vi) Street Lighting:** the Clerk and Cllr Richards are jointly progressing a review. They are currently assessing technical issues and liaising with providers **Noted:** as an ongoing project through the summer months.  **(Vii) Commemorative Oak Tree Initiative:** review at a future date. |
| **12** | **Great War – 100 year anniversary** | Cllr Evans updated Members on progress of the poppy planting – areas are now cultivated and seeds planted, and Cllr Evans has produced notices to discourage people from walking over these areas.  The Chairman indicated that Cllr Knight had called a meeting on 15th April to discuss progress and preparations for the exhibition and that she was looking for some assistance. The Clerk agreed to contact Cllr Knight and provide support as required. |
| **13** | **Report on Work of Newport’s ‘town team’** | The Clerk (who is also Newport’s town team manager) left the meeting whilst this matter was discussed.  Cllr John Pay briefed colleagues on the work of Newport’s town team, its objectives, achievement to date, and priorities for the coming year. Members discussed relevance to residents of Church Aston and whether it would be appropriate for CAPC to make a financial contribution.  The Clerk returned to the meeting. **Resolved:** it was unanimously agreed that CAPC would contribute £500 towards the work of Newport town team. **Agreed:** Cllr Pay to draft a short press release for the Newport Advertiser. |
| **14** | **Planning** | **(a) Newport South ‘Indicative Master-Plan’**  Cllr Pay provided a brief report on discussions with representatives of the Marches LEP and also with Harper Adams University.  **(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 awaited;   + **TWC/2011/0821** – outline application for ~285 houses on land off Wellington Road (Grove Farm) – now approved;   + **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;   + **TWC/2011/0916** – in light of the Court of Appeal judgement ref: TWC/2011/0632 – the probability of this application progressing to a public inquiry later in the year is likely but not yet certain;   + **TWC/2014/0273** – provision of 32 dwellings on land adjacent to The Barns. **Agreed**: it was unanimously agreed that the Clerk should draft a letter of objection based on cumulative impact on services and infrastructure |
| **15** | **Personnel Committee** | No matters for discussion. Chairman to organise a meeting of the Personnel Committee regarding the new Clerk’s probationary period of employment. |
| **16** | **Correspondence** | The clerk reported on correspondence received including:-   * A letter from HMRC regarding PAYE arrangements for 2014/15; * An email from T&WC regarding potential funding sources related to WW1 commemorations during 2014; * Email from Newport Town Council relating to CAPC’s enquiry about T&WC’s PET initiative and opportunities for shared services; * T&W Parish Forum Minutes – circulated; * A letter from WME indicating maximum capped tariffs for 2014/15; * Invitation to attend the 20th anniversary of Cottage Care Centre on 20th April; * T&WC Ward Cooperative fund and agreement – completed, signed & returned by the Clerk; * Notification from Mazars about requirements for CAPC’s Annual Return for 2013/14; * Invitation from T&WC to attend their Annual Council meeting on 29th May 2014.   All correspondence was noted. |
| **17** | **Representatives Reports** | **Parish Newsletter**: Cllr S Stacey requested notes for all contributions to be forwarded to him by 18th April (items; dog fouling, vandalism, planters, Newport’s town team, local school, etc.).  **Village Hall:** It was reported that TCAT courses previously delivered in the Church Hall, New Street, Newport were relocating to Church Aston Village Hall  **Newport Regeneration Partnership**: next meeting is on 13th May (includes AGM and business meeting);  **Rural Forum:** nothing to report;  **Shaping Places:** consultation taking place from mid-May to mid-June regarding land allocations for employment and housing;  **Bus Users Group:** no meeting;  **T&WC:** Cllr Eade provided an overview a proposed new huge warehouse development at MOD Donnington including a summary of positive and negative implications |
| **18** | **Accounts Payable of the Clerk’s salary and expenses** | Clerk reported invoices received / payments required in respect of:-   * V&W Electrics £189.49 * West Mercia Energy £271.69 * Information Commissioners Office £35.00 * Malcolm Birch Gardening Services £500.00 * V&W Electrics £189.49 * Newport Town Team £500.00 |
| **19** | **Roads, Hedges and Ditches** | The Chairman and Cllr Mike Stacey both referred to an option for MBGS to assist with removal of bagged green waste at the Church. This should be under the £300.00 threshold.  Cllr Evans noted Newport Town Council’s interest in land within Chetwynd Aston Parish – a matter for the LGBC;  Cllr McKeown referred to ownership and maintenance issues of a boundary retaining wall along Dark Lane – raise with Gareth Pegg;  Cllr Mike Stacey commented on the general poor state of roads and a need for potholes to be repaired promptly. |

**Date and time of next meeting confirmed as 7th May2014 at the Church Hall starting at 7.30pm**

Meeting closed at 9.35pm

Signed Chairman: Date: