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**Minutes of Church Aston Parish Council**

Held at the Church Hall, Church Aston on Monday 5<sup>th</sup> October 2015. The meeting commenced at 7.40 pm

**Present:** Cllr Simon Stacey (Chairman), Cllr Paul Evans (Vice Chairman), Cllr Pat Sansom, Cllr Mike Stansfield, Cllr Fiona McKeown, Cllr John Pay, Cllr Mike Stacey, & Cllr Marjorie Revill

**Also in attendance:** Mike Atherton: Clerk to CAPC

<b>1.</b>	<b>Apologies</b>	Cllr Brian Richards, Cllr Billie Knight, & borough Cllr Eade
<b>2.</b>	<b>Declarations of Interest</b>	None
<b>3.</b>	<b>Public Session</b>	No members of the public present.
<b>4.</b>	<b>Minutes of the last meeting</b>	Minutes of the meeting held on 7 <sup>th</sup> September 2015 – proposed Cllr Paul Evans, seconded by Cllr Pat Sansom, and unanimously agreed.
<b>5.</b>	<b>Matters Arising</b>	<ul style="list-style-type: none"> <li>a) <b>Local Plan Presentation</b> – no matters arising</li> <li>b) <b>Repairs to footway &amp; road bridges over former railway line:</b> continued issues of lack of information. <b>Agreed:</b> Clerk to invite David Hanley &amp; Steve Hollins to attend a Parish Council meeting to update Cllrs;</li> <li>c) <b>S.106 funding for play area:</b> borough Cllr Eade and the Clerk had met with Derek Owen (T&amp;WC) to discuss funding &amp; options. DO agreed to prepare a scheme for discussion with Parish Councillors prior to implementation;</li> <li>d) <b>Formal complaint against the T&amp;WC Planning Committee Chairman:</b> (minute 5(c) 7<sup>th</sup> September 2015 meeting) Cllr John Pay reported that this matter had been referred to the Local Government Ombudsman.</li> </ul>

**PARISH PROJECTS & COMMUNITY MATTERS**

6.	<b>House Next to the School</b>	Improved situation noted. <b>Agreed:</b> to maintain a watching brief.
7.	<b>Community Grant Awards 2015</b>	Cllrs considered applications made by 14 local groups and approved grant allocations in line with a schedule attached to the minutes. Proposed en bloc by Cllr Evans, seconded by Cllr Revill, and unanimously agreed
8.	<b>Projects for the Parish</b>	<p>a) <b>20 mph Speed Limit:</b> No further progress – advertising of the traffic regulation ordered anticipated towards end September 2015.</p> <p><b>Agreed:</b> Clerk to again chase up issues of speed monitoring on Wellington Road &amp; Wallshead Way. Also, replacement of faded 40 mph repeaters signs on Wellington Road;</p> <p>b) <b>Planters:</b> Bloomsbury Nursery had quoted £50.00 for 150 winter pansies. Agreed to purchase and to arrange planting with the Gardening Club once the first frosts had occurred;</p> <p>c) <b>Wild Flower Planting Scheme:</b> Cllr Evans provided an overview of the initiative including what had worked well and where there had been issues. <b>Agreed:</b> Cllr Evans to coordinate the initiative again in 2016 and the Clerk to notify T&amp;WC of CAPC intention to continue with this project;</p> <p>d) <b>Street Lighting Contract:</b> noted that CA28 is not working – Clerk to report to Eon. Clerk to chase up Eon regards their programme for lighting replacements;</p> <p>e) <b>Social Media:</b> Cllr Evans reported that the face-book page continues to be very active. He has introduced some additional controls, and had also produced a flyer to post through letter boxes providing CAPC face-book details to increase ‘likes’. Distribution arrangements agreed amongst Cllrs present;</p> <p>f) <b>New Bus Shelter:</b> Cllrs discussed merits of locating a new bus shelter adjacent the Wallshead Way play area. <b>Agreed:</b> Clerk to contact the bus company (Keith Mears) to see if a less solid design is available that would be less intrusive than the enclosed shelters.</p>
9.	<b>Representatives Reports</b>	<p>a) <b>Parish Newsletter (SS):</b> Cllr Stacey invited copy for the November issue. Cllrs also discussed an option to move to 3 prints per year as opposed to 4 currently given the early success of face-book. This option to be reviewed at a later date;</p> <p>b) <b>Village Hall (BK):</b> the Chairman provided a report</p>

		<p>prepared by Cllr Knight which informed of continued high usage, disappointment about loss of funding for the car park improvements, setting up of a fund raising account, involvement of the scouts in undertaking external repairs, and provision of additional external security lights.</p> <p>c) <b>Rural Forum (PE):</b> nothing to report;</p> <p>d) <b>Bus Users Group:</b> Cllr Evans reported back from a recent meeting and a proposed review by Arriva to re-assess commercial services (usage &amp; revenue). Cllr Evans had requested assurances from T&amp;WC and Arriva about the future provision of Service 5 through Church Aston and requested that the route map be altered as it still shows the route along Wellington Road (by-passing Church Aston) – appropriate assurances were provided.</p> <p>The review also concerned Service 519 (Newport to Shrewsbury) because of possible subsidy cuts by T&amp;WC. Noted that this is a well-used service so it should remain viable.</p> <p>Next Bus User Group scheduled for 18.30 Wednesday 20 January 2016 with Cllr Simon Stacey to attend.</p> <p>e) <b>Newport Regeneration Partnership &amp; Shaping Places:</b> Cllr Pay confirmed that NRP are continuing to lobby T&amp;WC as local planning authority to allocate land at Audley Avenue for employment uses.</p> <p>f) <b>T&amp;WC:</b> nothing to report.</p>
10.	<b>Correspondence</b>	(a) The clerk reported on various email and written correspondence received since the last meeting.
<b>POLICY &amp; PLANNING MATTERS</b>		
11.	<b>Shaping Places / Newport Indicative Master-Plan</b>	A response prepared by Cllr Pay to the consultation (draft) <b>Local Plan 2016-31</b> had been submitted by the Clerk to the local planning authority.
12.	<b>Planning Applications</b>	<p>See planning schedule for September meeting.</p> <p>Main discussion focused on issues arising from the Barnfields development (0273 &amp; 0151) and an apparent absence of / adherence to a site management plan.</p> <p><b>Agreed:</b> Cllrs to record issues individually and feedback to the Clerk who would maintain a central log. Also, Clerk to re-circulate the name and telephone number of the site</p>

		<p>manager.</p> <p>It was noted that there had been no recurring odour issues at Littlehales Manor Farm (0348). The Environment Agency management document for this site was considered 'woolly' and unhelpful.</p>
<b>FINANCE &amp; GOVERNANCE</b>		
13.	<b>Accounts and Payments</b>	<p>The Clerk reported on accounts payable and requested authorised signatories;</p> <p>The statement of account at 30<sup>th</sup> September 2015 was noted, and the second quarter bank reconciliation was signed by Cllr Stansfield and Cllr McKeown;</p> <p>The Clerk introduced a draft 'Programme of Parish Projects' designed to assist Cllrs to forward plan finances for projects, particularly larger projects, that may be delivered over several years. The approach was proposed by Cllr Stansfield and seconded by Cllr Sansom and unanimously agreed.</p>
14.	<b>Personnel Committee</b>	No matters arising
15.	<b>Compliance Matters</b>	The Clerk provided a written report setting out feedback from the external audit of the Parish Council's Annual Return 2014/15. Members noted that there are no substantive matters concerning compliance and resolved to accept recommendations made by the external auditors that would ensure a higher level of compliance with best practice. Proposed Cllr Stansfield, seconded Cllr Mike Stacey, and unanimously agreed.
<b>ROADS, HEDGES &amp; DITCHES</b>		
16	<b>Roads, Hedges and Ditches</b>	<p>a. Cllr Evans reported that he had recently met Pam Willocks (T&amp;WC highways team) identifying emergency footway / highway repairs in Church Aston. She indicated that whilst funding is allocated strictly on a priority basis there was a good case for putting footway patching improvements on Wallshead Way forward;</p> <p>b. Cllr McKeown reported damage to the grass verge caused by the service bus having to navigate past temporary traffic lights at Barnfields site development. It was agreed to monitor this to ensure repairs are carried out when the temporary works are complete;</p> <p>c. Following previous discussions on this topic Cllr</p>

		<p>Sansom reported a suspicion of residents that a business is being operated from a residential property which is resulting in the van parking issues on Greenvale near to its junction with Newtown. It was agreed to monitor the situation;</p> <p>d. Cllr Mike Stacey indicated that he had decided to stand down as a councillor following a period of service exceeding 10 years due to health issues. Cllr Stacey commented on the pride he had in representing the people of Church Aston, the importance of the parish councillor role, and his reflections on successes and achievements.</p> <p>The Chairman, on behalf of Church Aston councillors and residents of the parish, formally recorded thanks and appreciation for the excellent work of Cllr Mike Stacey over many years.</p> <p>e. Cllr McKeown provided information to fellow Cllrs regards options for a pre-Christmas meal and related costs.</p>
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**Date and time of next meeting confirmed as 2<sup>nd</sup> November 2015 at Church Aston Church Hall starting at 7.40pm**

Meeting closed at 9.35 pm  
Signed Chairman:

Date: