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Minutes of Church Aston Parish Council

Held at the Church Hall, Church Aston on Monday 3rd April 2017. The meeting commenced at 7.40 pm

Present: Cllr Simon Stacey (Chairman), Cllr Paul Evans (Vice Chairman), Cllr Pat Sansom, Cllr Billie Knight, Cllr Fiona McKeown, Cllr Marjorie Revill, Cllr Mike Stansfield, & Cllr Brian Richards

Also in attendance: Mike Atherton: Clerk to CAPC

1.	Apologies	Cllr John Pay and borough Cllr Andrew Eade &
2.	Declarations of Interest	None
3.	Public Session	No members of the public present
4.	Minutes of the last meeting	Minutes of the meeting held on 6 th March 2017 were proposed by Cllr Paul Evans, seconded by Cllr Brian Richards, unanimously agreed by all present, and signed by the Chairman as a correct record of the meeting.
5.	Matters Arising	<ul style="list-style-type: none"> a) Area under the former railway line: state of the area fluctuates according to usage with recent slight improvement. Agreed: to maintain a watching brief and to offer assistance including skip hire for clearing debris; b) Millennium Stones: awaiting supplier inspection at end April with a view to carrying out repairs in May / June 2017; c) Wellington Road Speed Limit: still waiting for completion of improvements to signs, lines and speed limit. Clerk to contact T&WC and get a definitive response as to when the works will be done; d) Unstable Beech Tree: the Clerk updated members on progress. It was agreed to pursue a tree survey report to support the TPO tree works application and to request the land owner to fund this. From previous contact and discussions it was indicated by the Clerk that the land owner may be reluctant to meet these costs as well as any costs for arboricultural works. A motion was therefore proposed by Cllr Evans and

		<p>seconded by Cllr Billie Knight for CAPC to meet some or all of the costs of the tree report should the land-owner refuse to meet them. Members agreed that there is a clear public safety issue of not pursuing this matter and accordingly the motion was carried unanimously. The Clerk was authorised to negotiate with the land owner on behalf of CAPC on the above matters;</p> <p>e) House Next to the School: The clerk confirmed that a letter had recently been hand delivered to the home of the complainants;</p> <p>f) Additional Traffic: Cllr Evans reported that there continues to be significant additional traffic through the village as a consequence of the Station Road, Newport temporary closure. Other members agreed and noted that the numbers of goods vehicles had reduced. As requested the local police had provided a visible presence on-site on several occasions but this has not deterred a proportion of drivers exceeding the 20 mph. Agreed: As a matter of urgency the Clerk is to contact the parishes liaison officer at T&WC and request immediate provision of a SIDs.</p>
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PARISH PROJECTS & COMMUNITY MATTERS

6.	Projects for the Parish	<p>a) Planters & Wild Flower Planting: The Clerk reported on progress including tendering for watering and coordination of summer planting. These works are to be carried out in the next 6 to 8 weeks once the risk of over-night frost had passed.</p> <p>Members briefly commented on the poor state of the winter pansies and agreed to further review options including leaving the planters empty during the winter months, as well as options including bulbs and / or ferns;</p> <p>Cllr Evans confirmed that he had now authorised Adrian Corney (T&WC) to prepare and seed three of the wild flower planting areas. Other sites previously planted are to be left to return to grass verge.</p> <p>In response to this news members suggested consideration of bulb planting initiatives to help brighten the village during the spring months.</p> <p>b) Street Lighting Contract: the Clerk and Cllr Richards reported on progress of preparation of tender documents which should be completed within the next week. A four week tender period is proposed with proposals to consider tenders and award a contract at the June meeting.</p> <p>A short-list of 3 prospective bidders had been drawn up</p>
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		<p>in consultation with T&WC's street lighting unit. Each prospective bidder had been contacted to confirm their interest and on the basis of a firm interest and meeting minimum criteria it was agreed that they should be invited to tender for the works.</p> <p>Separately, the Clerk had recently circulated to members an email from DCLG confirming that the application to borrow funds would be recommended for approval. A formal response from DCLG is awaited.</p> <p>c) Wallshead Way Play Area: Following further advice and guidance provided by Derek Owen (T&WC) and budget quotations from play specialist contractors Cllr Richards explained the latest position and options for improving the play area.</p> <p>The latest proposals are based on extending the existing half facility out over the unusable area to create a full sized MUGGA type facility, with a water attenuation element to the base design to help manage ground water.</p> <p>A wide ranging discussion followed covering issues such as locational options, design features, height of boundary fencing, etc.</p> <p>Cllr Evans was particularly concerned to ensure full canvassing / consultation with those residential dwellings in close proximity to the proposed facility. The importance of this was acknowledged by all members present. It was noted that the S.106 funding was not likely to be available in the immediate future and that this allows time for fuller consideration of options and for public consultation.</p> <p>Cllr Richards reminded colleagues about a change in maintenance obligations should a scheme proceed. Specifically, CAPC would become responsible for maintaining any new facility but could off-set liability to some extent by contracting the inspection and maintenance functions to T&WC.</p> <p>d) Brocton Memorial: the Clerk report that no progress had been made since the last meeting but that he would be contacting a number of stone masons in the coming weeks to progress feasibility, options and related costs.</p> <p>e) Social Media:</p> <p>Web-site: T&WC had now provided dates for training which the Clerk would coordinate with the Chairman.</p> <p>Face-book: Nothing specific to report.</p>
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7.	Representatives Reports	<p>Parish Newsletter: Na double-side A4 format was agreed for the Easter newsletter. Potential articles to include budget / precept, planting & wild flower initiatives, low energy lighting scheme, and play area improvements. Text for additional items to be sent to the Chairman as soon as possible for coordination with the Clerk;</p> <p>Village Hall: Cllr Knight provided her usual comprehensive report from the Village Hall Committee. The report included an update on several repair & maintenance works including new windows and a replacement fire-door.</p> <p>Cllr Knight confirmed that external drainage works had now been completed. Consequently, 3 quotes received for resurfacing the car park are being reviewed to reflect modified design and to help further reduce costs. Additionally, the option of installing a height barrier at the car park entrance was being investigated.</p> <p>Cllr Knight reported that sadly there had been a number of petty theft incidences in recent weeks and that users had been asked to be extra vigilant.</p> <p>Newport Regeneration Partnership: nothing to report;</p> <p>Rural Forum: nothing to report.</p> <p>Bus User Group: Chairman / Vice-Chairman are awaiting details for the Clerk April 2017 meeting;</p> <p>T&WC: nothing to report.</p>
8.	Correspondence	<p>The clerk reported on various email and written correspondence received since the last meeting including:-</p> <ol style="list-style-type: none"> 1. Email from the Information Commissioner seeking renewal of the Parish Council's registration; 2. Receipt of a periodic magazine from the Shropshire and Telford & Wreking branch of Age UK; 3. Email contact from Rev Roger Balkwill regards the Civic Service – see Roads, Hedges & Ditches; 4. Further email & letter correspondence from the Pensions Regulator; 5. Contact with Mr John Baxter of the National Foaling Bank who asked the Clerk to thank members for their recent handling of a public representation; 6. A BACS advice note from T&WC;
POLICY & PLANNING MATTERS		
9.	Local Plan 2016/31	<p>In his absence Cllr Pay provided a brief overview of the current status of the local Plan 2016/31: "still awaiting the</p>

		<p>Inspector's Main Modifications report, which will then be consulted on before issues his final report. Newport Society and Newport in Bloom have both made further submissions to the inspectors regarding Station Road".</p> <p>The Inspector has indicated that his Main Mods report will be released around Easter 2017 but delays by T&WC in explaining how they arrived at the 17 housing sites they want to allocate in the plan. As a consequence, the Inspector is raising questions about the overall soundness of the plan which may mean further public examination;</p>
10.	Planning Applications	No new applications in the parish this month and so the schedule was noted.
FINANCE & GOVERNANCE		
11.	Accounts and Payments	<ul style="list-style-type: none"> (i) The Clerk confirmed the balance of Account at 02/03/17; (ii) The Clerk provided details of 2 accounts (EON & HMRC) settled since the last meeting held on 06/03/17, and 2 accounts (ICO & EON) to be settled by signing of cheques at the meeting; (iii) Qtr 4 Bank Reconciliation was noted, approved and signed by the Clerk and two authorised signatories.
12.	Personnel Committee	No matters to report
13.	Compliance Matters	<ul style="list-style-type: none"> (a) The Clerk requested members to confirm appointment of Mrs Katrina Baker as the Internal Auditor for the 2016/17 audit. Approval of the request was proposed by Cllr Paul Evans, Seconded by Cllr Pat Sansom, and unanimously agreed; (b) The Clerk presented to members the Annual Return 2016/17 which was duly approved and signed by the Chairman.
ROADS, HEDGES & DITCHES		
14	Roads, Hedges and Ditches	<ul style="list-style-type: none"> (a) Cllr Knight enquired about permissions required to locate a bench in honour of work carried out by recently retired Rev Lee Wheeler. The Chairman confirmed that permission would be required if the bench is to be located on the highway or on T&WC open space. The Clerk offered to assist Cllr Knight in obtaining the required permission(s); (b) Cllr Evans reported back on recent attendance at a selection meeting for the Church Aston May Queen. There had been only 2 nominations, whilst both

		<p>candidates are worthy contenders a low level of interest was disappointing.</p> <p>Cllr Evans noted that duties of the May Queen may be limited in the forthcoming year as he had recently been informed that the Gardening Club would not be hosting the Annual Horticultural Show in 2017.</p> <p>(c) Cllr Richards enquired about arrangements for Civic Sunday. The Clerk reported back on contact with Rev Roger Balkwill who had confirmed a willingness to host Civic Sunday in July as requested. It was agreed that the Clerk should contact Roger with a view to discussing overall liaison & event arrangements including Civic Sunday & Remembrance Day;</p> <p>(d) Cllr Stacey noted an email returned by the Clerk to T&WC highways team setting out locations where road markings are in need of renewal and asked colleague members to report any other locations of similar need.</p>
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Date and time of next meeting confirmed as TUESDAY 2nd MAY at Church Aston Church Hall starting at 7.40pm

Meeting closed at 9.25 pm

Signed Chairman:

Date: