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| **Minutes of Church Aston Parish Council**  Held at Church Aston Village Hall, Wallshead Way, Church Aston on Monday 2nd June 2014. The meeting commenced at 7.40pm  **Present:** Chairman Cllr Simon Stacey, Vice Chairman Cllr Paul Evans, Cllr Fiona McKeown, Cllr John Pay, Cllr Mike Stansfield, and Cllr Brian Richards  **Also in attendance:** Mike Atherton: Clerk to CAPC plus 3 members of the public | | |
| **1** | **Apologies** | Cllr Mike Stacey, Cllr Billie Knight, & T&WC Cllr Andrew Eade |
| **2** | **Declarations of Interest** | No declarations of interest |
| **3** | **Public Session** | Mr Turner from Greenvale attended the meeting to raise concerns about the stability of an oak tree which is located opposite to his home in the boundary wall of two dwellings fronting Pinewoods. **Agreed:** clerk to investigate and action as appropriate.  Mr & Mrs Fowler attended the meeting to raise their concerns about development proposals at The Knoll. Issues centre on poor access arrangements on a route to the local school, the proposed development is o/s of the natural boundary of the village and does not conform to its character, and environmental & habitat impacts from removal of a mature hedgerow. It is also noted that the development site boundary does not match Land Registry records. **Agreed:** comments noted and actions to be agreed when this proposed development is considered at item 11 of the agenda.  Chairman Cllr Simon Stacey thanked all three members of the public for their attendance and indicated that should they wish to stay for the remainder of the meeting they were free to do so. |
| **4** | **Minutes of the last meeting** | Minutes of the meeting held on 7th May 2014 were approved |
| **5** | **Matters Arising** | 7th April 2014 – noted with no matters arising |
| **6** | **Councillor Vacancies** | No progress |
| **7** | **Administrative Matters** | **(i) Resolved:** Year-End Accounts 2013/14 (as previously circulated) showing a carry forward balance of £26,565.55 were noted and approved having been signed off by the Chairman Cllr Simon Stacey and Cllr Brian Richards as authorised signatories.  **(ii) Noted:** that CAPC accounts for 2013/14 had been passed to Mrs Katrina Baker to carry out the internal audit.  **(iii) Resolved:** the Annual Accounting Statements for 3013/14 and the Annual Governance Statement for 2013/14 were approved.  **(iv) Resolved:** subject to a satisfactory outcome from the internal audit and following submission of the Annual Accounting Statements and the Annual Governance Statement for 2013/14 CAPC members agreed to delegate responsibility to the Clerk for determining precise dates for the statutory period in which the accounts must be made available for inspection by the public.  SALC membership: members briefly discussed the benefits of being a SALC member, alternative advisory services and training providers, and value for money aspects of membership. **Agreed:** CAPC would not be re-joining SALC in the current year. |
| **8** | **House Next to the School** | T&WC responses to correspondence from the Clerk were noted as was feedback provided in an email note from Cllr Eade. Members observed that there is no longer an issue with vermin but that there is still work required to tidy the garden area and an ongoing risk that the issues could recur. **Agreed:** to consult with the neighbour to determine their views before deciding further actions. |
| **9** | **Projects for the Parish** | **(i) SIDS / ‘Twenty is Plenty:** it was noted that T&WC have recently confirmed provision of a traffic counter on the section of road adjacent the village school. **Agreed:** Clerk to enquire as to what will happen with the results? Will they be available to CAPC? When can a scheme be developed?  **(ii) Village Hall: car park, grounds & boundaries:** a quotation has now been received from TWS for weed spraying the village hall car park & grounds twice per annum at £40.00 per event. **Agreed:** the Clerk to set-up contractual arrangements with TWS and for direct payment in 2014, thereafter responsibility would pass to the village hall committee but with continuing funding via CAPC. Clerk to copy correspondence with TWS to Gill Stokes as secretary to the VHC.  **(iii) Planters** – Planters delivered, distributed and planted up thanks to MBGS and the Horticultural Society. Chairman Cllr Simon Stacey thanked everyone involved in the project. A press release and photograph were issued and appeared in the Shropshire Star. A letter of thanks has been sent to the Horticultural Society c/o Mrs Sylvia Stening. Cllr Evans suggested that a scheme was now needed to ensure the planters continue to present well i.e. to maintain areas in the immediate vicinity of the planters – each planter was allocated a lead Cllr. Cllr McKeown enquired about watering arrangements and these were confirmed. Cllr Evans and Cllr Richards both indicated a need to proceed with works to secure the planters to their base **Agreed:** the Clerk to progress this work via MBGS.  **(iv) Closed Section of Churchyard:**  Quotations requested for maintenance works. No responses received at the closing date of Friday 30th May. Mrs Ann Whitfield (church warden) has been updated on the situation. **Agreed:** the Clerk to contact all four prospective bidders to encourage a response.  **(v) Brocton War Memorial:** a purchase order has now been issued to MBGS to carry out the works. **Agreed:** a sample cleaning area to be carried out in close cooperation with Cllr Richards, and that all works are to be completed by end September in time for Civic Sunday on 5th October 2014.  **(vi) Street Lighting:** the lead street lighting officer at T&WC had responded to an enquiry with some helpful advice. Initial indications are that replacement of lanterns to new LED lighting would be relatively expensive and that a capital cost in the order of £30,000 would be needed to update all 105 lighting units for CAPC owned columns. **Agreed:** the Clerk to re-contact T&WC to enquire about an option to introduce timers in order to selectively reduce the operating hours of some lighting units.  If this option is economically viable then CAPC would carry out consultation with residents and especially with those directly affected.  **Agreed:** Clerk to confirm duration of the street lighting R&M contract. |
| **10** | **Great War – 100 year anniversary** | Cllr Evans provided an update on behalf of Cllr Knight. The event is now confirmed as a one-day display that will coincide with Civic Sunday on 5th October 2014. Work is continuing to locate interesting and relevant information about local people / families affected by events of WW1. Cllr Richards suggested that more publicity was required and that the parish council should launch a call for information. Cllr Simon Stacey agreed to carry a further feature in the forthcoming parish newsletter, and Cllr McKeown agreed to design a poster for the noticeboard. |
| **11** | **Planning** | **(a) Newport South ‘Indicative Master-Plan’**  Cllr Pay reported that Newport based T&WC Cllr Carter had arranged a meeting with St. Modwen’s next week regards identifying around 10 to 12 hectares of employment use land. Dependent on the outcome Cllr Carter would then be seeking to meet with T&WC in order to influence the Shaping Places process.  **(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 publicly available;   + **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. Cllr Eade requested to ‘green card’ this application, ensuring the decision is not delegated to officers;   + Noted that separate applications made by Aldi (former Focus site) and Lidl (Mere Park) are scheduled to go to T&WC Plans Board on 21st May   + **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. Noted that a representation was made by the Clerk on behalf of CAPC.   + **TWC/2014/0348** – It was noted that as agreed the Clerk on behalf of CAPC has made a representation followed by a supplementary representation. Cllr Evans provided feedback from an on-site meeting called by the developer and confirmed operational arrangements for populating / de-populating the four units (x 45,000 birds each) – regular rotational process creating around 60 HGV movements throughout the night. Cllr Evans also reported considerations of alternative access routes and on proposals to spread waste products on adjacent land.   + **TWC/2014/0415 –** proposals to build 17 homes on land at The Knoll. Following detailed discussions (see earlier notes at item 3 of the agenda) it was **Agreed:** the Clerk to draft and send a letter of objection to the proposed development along the lines of that submitted for The Barns.   **(C) Shaping Places**  Members agreed to adopt a note prepared by Cllr Pay as the basis of their response to the current Shaping Places consultation on housing and employment use land allocations.  **Agreed:** Cllr Pay to finalise the note then forward to the Clerk to send formally to T&WC prior to the 17th June deadline. |
| **14** | **Personnel Committee** | Noted that the Personnel Committee had now met and agreed to confirm the Clerk in post following a 3 months probationary period. |
| **16** | **Correspondence** | The clerk has received correspondence as follows:-   1. Quotation dated 13/05/14 from TWS for weed spraying at the village hall 2. Email from T&WC (Heidi Coombes) dated 13/05/14 offering advice for the street lighting review 3. Email from Cllr Peter Scott (NTC) dated 19/05/14 ref street naming suggestions; 4. Notice from T&WC dated 23/05/14 regarding road closures for bridge works on Pitchcroft Lane; 5. Quotation dated 20/05/14 from T&WC for additional bulky waste collections; 6. Letter from CDM (eu) Ltd regarding their take-over of V&W Electrics Ltd; 7. Email from SALC inviting CAPC to renew its membership; 8. Email from T&WC advising of their new housing options scheme; 9. Letter from Cllr Shaun Davies (T&WC) advising of the Council’s Community Pride Fund and bidding process 10. Email requesting sponsorship in support of the RBL poppy appeal.   All correspondence noted. |
| **17** | **Representatives Reports** | **Parish Newsletter (SS):** delays in publishing the newsletter were noted and additional articles discussed which should be forward to Cllr Stacey at contributors earliest convenience.  **Village Hall (BK/MS):** Nothing to report as the next VHC meeting is scheduled for next week.  **Rural Forum (PE):** Nothing to report  **Bus Users Group (BR):** Meeting scheduled for 3/06/14. Noted that T&WC have responded to consultation responses by retaining a central bus station in Telford Town Centre  **Newport Regeneration Partnership (JP):** Next meeting scheduled for 10th June  **Shaping Places (JP):** See comments at item 11(c) above.  **T&WC (AE):** Nothing to report |
| **18** | **Accounts Payable of the Clerk’s salary and expenses** | Current balance of account at 02/06/14 is £32,363.49 excluding all payments referred to below.  Clerk advised members of issues regarding cheque number 300129 payable to Broxap Ltd in the sum of £4,449.60 – **Agreed:** to void the original cheque payment and issue a new cheque appropriately authorised.  Clerk reported invoices received / payments required in respect of:-   * Malcolm Birch Gardening Services £200.00 * Broxap Ltd (planters) £4,449.60 * Katrina Baker (Internal Auditor) £50.00 * Cheswell Nursery £190.50 * WME £308.72 * Clerk’s Expenses (Jan-May 2014) £65.40 * V&W Electrics £316.99 |
| **19** | **Roads, Hedges and Ditches** | Cllr Evans requested an amendment to standing orders so that CAPC are obliged to respond to issues raised with the council by members of the public. **Agreed:** the Clerk to draft appropriate wording for consideration  Cllr Evans informed the meeting of proposals to celebrate Armed Forces Day on 28th June and asked if CAPC would be represented. A rehearsal was scheduled for 10th June 2014. **Agreed:** Cllr Evans to represent CAPC at the event, and the Clerk to notify Cllr Scott accordingly.  Cllr S. Stacey informed the meeting that a thank you letter had been received from Newport’s ‘town team’ following CAPC’s grant contribution.  Cllr S. Stacey informed the meeting of parking issues at Newtown that had prevented waste collection access. T&WC had agreed to investigate.  Cllr Richards & Cllr Evans raised concerns about potholes at various locations around the village. **Agreed:** the Clerk to raise with Gareth Pegg at T&WC  The Clerk confirmed that T&WC had agreed to cut down a leaning hawthorn tree at The Folly.  The Clerk confirmed that T&WC had agreed to cut the hedge row that extends along the footway from the village hall to the footbridge on the route to the school. |

**Date and time of next meeting confirmed as 7th July 2014 at the Church Hall starting at 7.40pm**

Meeting closed at 9.40pm

Signed Chairman: Date: