

CLERK: Michael Atherton
 ADDRESS: 53 Beechfields Way
 Newport
 Shropshire
 TF10 8QA



Tel: 01952 820241
 Email: churchaston@gmail.com

Minutes of Church Aston Parish Council		
<p>Held at the Church Hall, Church Aston on Tuesday 8th May 2018. The meeting commenced at 7.35pm</p> <p>Present: Cllr Simon Stacey (Chairman), Cllr Paul Evans, Cllr Billie Knight, Cllr John Pay, Cllr Fiona McKeown, and Cllr Mike Stansfield</p> <p>Also in attendance: Mike Atherton: Clerk to CAPC</p>		
1.	Apologies	Cllr Pat Sansom, Cllr Brian Richards, Cllr Marjorie Revill, 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 ordinary meeting held on 3 rd April 2018 were proposed by Cllr Stansfield, seconded by Cllr Knight, unanimously agreed by all present, and signed by Cllr Stacey (Chairman) as a correct record of the meeting.
5.	Matters Arising	<p>Boundary Review: Cllr Evans provided an overview of the situation to date including joint meetings with Chetwynd Aston & Woodcote PC.</p> <p>T&WC have now confirmed that a boundary review has been initiated but the terms of reference for the review have not yet been issued. Indications are that the review may not affect Church Aston Parish however there is a need to be vigilant. The NTC rationale for a review appears to be flawed but if carried out as initially indicated it would impact on Church Aston.</p> <p>Cllr Evans provided feedback on FOI requests issued by CA&WPC to T&WC and NTC, and on a follow-up FOI to T&WC following an incorrect response to an earlier FOI.</p>

	<p>Cllr Evans also informed members about conversations with a T&WC officer from the electoral services section about inconsistent maps published on the T&WC web-site. The response was that these would be investigated, and amended / updated as necessary.</p> <p>The joint meetings with CA&WPC had proved very positive and a number of potential joint working initiatives had been identified. Agreed: to pursue dialogue further.</p> <p>Heart of the Village: Cllr McKeown confirmed that Needes Landscaping had completed a half-day tidy up along Greenvale and its junctions with The Close and Pinewoods. The Clerk informed members that an invoice had been received and was now paid.</p> <p>The extent of leaf and other organic debris along the channel lines of Greenvale / Dark Lane was noted. Action: Clerk to contact T&WC with a view to sweeping this area.</p> <p>Cllr Stansfield noted that a pile of wood previously under the former railway bridge had now been tidied up and moved to an area under the bridge.</p> <p>The Clerk provided a brief update of progress in securing a lease for future management of the area under the former railway bridge. Written consent had now been provided by the Chairman of the VHC allowing pedestrian access across the car park to the area under the former railway bridge for members of CAPC and / or their representatives.</p> <p>The above information had been conveyed to T&WC Estates and an update on preparation of a lease is awaited.</p> <p>Wellington Road: the Chairman referred to the T&WC “Every Day Telford” App and its value in reporting issues to T&WC for action. He had recently used it to report potholes in various locations with a good response from T&WC.</p> <p>The Clerk referred to a resident complaint concerning excessive traffic speeds on Wellington Road. The Clerk had responded to the complainant and referred the matter to Adam Brookes (T&WC network management) as further evidence of a need to extend the 30 mph speed limit.</p> <p>SIDS Plus Initiative: the chairman suggested joint purchase and use of a SIDs with CA&WPC may be an option for joint working – it was agreed to investigate this option further.</p> <p>The Clerk informed members of a follow-up request to T&WC requesting re-provision of SIDs sign on Wallshead Way during the second closure of Liddles Bank to enable services to be provided to The Knoll development site.</p>
--	---

		<p>Silent Soldier Campaign: the Clerk informed members of a requirement to complete an indemnity form and an option to have the parish name included on the 'silent soldier'. This latter option would remain within the budget agreed by members at their April meeting.</p> <p>Cllr Evans proposed that a version including the parish name be purchased, this was seconded by Cllr Stacey with a unanimous vote in favour. Action: Clerk to now purchase the 'silent soldier'.</p> <p>Locational options were discussed briefly and it was agreed to confirm the preferred location at the June meeting.</p>
--	--	---

PARISH PROJECTS & COMMUNITY MATTERS

6.	Parish Projects	<p>Street Lighting: the Clerk reported that all outstanding matters relating to the street lighting project had been resolved including revision of the inventory and confirmation of the new tariffs. CAPC now has a credit balance of £325 held by WME.</p> <p>Following a brief discussion it was agreed the Clerk is to bring forward a report summarising representations made by local people for consideration at the June meeting.</p> <p>Planters & Wild Flower Areas: tender(s) for watering of the village planters had been received with the lowest bid in the sum of £800 provided by Needes Landscaping. It was agreed to accept this quotation.</p> <p>In the absence of a response from Newport in Bloom team members suggested that the Clerk approach Bloomsbury Nursery for guidance on the types of plant and planting regime to ensure a colourful and prolonged presentation. The Clerk agreed to pursue this and to make arrangements with CA Gardening Club for planting out the planters prior to the end-May bank holiday weekend.</p> <p>Cllr Evans noted that the wild planting areas had not yet been rotovated. Action: Cllr Evans to contact Adrian Corney at T&WC.</p> <p>Wallshead Way Play Area: the Clerk reported back from a recent meeting involving Cllr Richards, the Clerk and Derek Owen (T&WC). Derek had now provided a new quotation for the proposed scheme in line with design requirements at a quoted cost of £53,600 (exclusive of VAT).</p> <p>The Clerk had provided with the meeting papers a financial breakdown and some options for bridging the gap. Cllr Eade and Derek Owen had independently indicated that T&WC would meet additional costs of the VAT as this</p>
----	-----------------	--

		<p>would be recovered by them.</p> <p>As a consequence of the above the financial gap was now £4,400 and members discussed whether it was appropriate to fund this from parish funds - especially in light of overall value for money, other current and potential new in-year priorities, and relatively low reserves.</p> <p>In conclusion members agreed to defer a decision on this matter until their June meeting in order that Cllr Richards (project lead member) could be present;</p> <p>Brocton Memorial: the Clerk informed members that the stone had been ordered and delivered to Owen Memorials (Market Drayton) and that initial work was progressing well.</p> <p>Bus Shelters: the Clerk to confirm attendance at the June or July meeting of David Balme (T&WC) to discuss the new design guide and local bus shelter needs;</p> <p>Social Media (Web-site & Facebook): nothing to report.</p>
7.	Representatives Reports	<p>With the exception of the matter set out below representative reports for the year-end had been provided earlier at the Annual Meeting.</p> <p>Representatives for the coming year 2018/19 were voted upon en-bloc and remain unchanged.</p> <p>Cllr Knight informed colleague members of two recent noise related issues concerning the Village Hall, and Cllr Stansfield referred to a detailed letter of complaint that he had received, to numerous personal representations made to him, and to his own experience of the noise issues.</p> <p>After careful consideration of all related matters members agreed that the Clerk should: (i) refer the letter of complaint received to the Chairman of the VH Committee (after obtaining the writers consent to disclose the letter), and (ii) seek assurances from the VH Committee that they will tighten up their booking conditions in order to avoid this sort of issue again. Action: Clerk to contact the Chairman of the VH Committee.</p>
8.	Correspondence	<p>The Clerk summarised correspondence and related actions received since the last meeting.</p> <p>This included a request from “Post Office Near Me” to post their web-link on the CAPC web-site. After careful consideration of the request members agreed to decline the request. Action: Clerk to notify the applicant.</p>

POLICY & PLANNING MATTERS

9.	Planning Applications	Members considered the planning schedule for May 2018 and commented on specific applications.
10.	Lilleshall NDP	Members noted publication of the Lilleshall Neighbourhood Development Plan and following discussions collectively agreed that there were no matters on which they wished to comment.
FINANCE & GOVERNANCE		
11.	Accounts and Payments	(i) The Clerk informed members of the balance of account at 08/05/18; (ii) There were no accounts paid in the period since the last meeting; (iii) Two (2) accounts had been received for payment with cheques signed at the meeting;
11.	Personnel Committee	No matters to report
12.	Compliance Matters	RISK REGISTER: Members received and reviewed the Risk Register. After careful consideration it was agreed that the register covered all matters of relevance and that there were no amendments. Cllr Evans proposed adoption of the Risk Register for the coming year, this was seconded by Cllr Pay & unanimously agreed by all present. INSURANCE: Members noted that the Insurance Policy is due for renewal with effect from 06/06/18 and authorised the Clerk to renew it in line with a three-year agreement entered into last year.
ROADS, HEDGES & DITCHES		
13.	Roads, Hedges and Ditches	Cllr Stansfield referred to damage caused by roots of a large pine tree to the footway and a private Drive at The Close. Action: Clerk to refer to T&WC highways; Cllr Stacey commented on a recent demonstration of “smartwater” and asked for this matter to be carried forward to the next meeting. Action: Clerk to agenda this item.

Date and time of next meeting confirmed as Monday 4th June 2018 at Church Aston Church Hall starting at 7.40pm

Meeting closed at 9.25 pm

Signed Chairman:

Date