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**Minutes of the meeting of Church Aston Parish Council held at 7.40 pm on Monday 1<sup>st</sup> October 2018 in St. Andrew's Church Hall, Church Aston.**

**Present:** Councillors: **P. Evans (Vice-Chairman)**  
F. McKeown  
B. Knight  
M. Stansfield  
J. Pay  
P. Sansom  
B. Richards

**In attendance:** M. Atherton (Clerk)  
Borough Cllr A. Eade (part)

**(01/10/18)**

**Item 1 - Apologies:**

Cllr S. Stacey (Chairman) (holidays)  
Cllr M. Revill (health)

**Item 2 – Declarations of Interest:**

Members were reminded of a need to declare their interests in any matter appearing on the agenda. There were no declarations of interest.

**Item 3 – Public Session:**

Mr Malcolm Bennett attended the public session and was invited by the Chairman to address the Parish Council. Mr Bennett thanked Members for their grant contribution towards the costs of re-surfacing the village hall car park. The scheme had cost £11,500 in total and had dramatically improved the setting of the village hall as well as removing a potential trip hazard for users.

Mr Bennett informed members of a programme of works recently carried out and planned for the future aimed at improving the village hall. In response the Chairman acknowledged the value of the village hall to the local community, asked Mr Bennett to pass on the Parish Council's thanks to the village hall committee for their endeavours, and thanked Mr Bennett for his role as chairman.

#### **Item 4 – Minutes of the Meeting held on 3<sup>rd</sup> September 2018**

It was proposed by Cllr Brian Richards and seconded by Cllr Pat Sansom that the minutes of the September 2018 meeting be accepted and agreed as a true record. All members present were in favour.

**Resolved:** minutes of the meeting held on 3<sup>rd</sup> September 2018 to be signed by the Chairman, as a true record.

#### **Item 5 – Matters Arising:**

- (a) **Boundary Review:** the Clerk informed members that there had been no communications from T&WC concerning the boundary review, and that Chetwynd Aston & Woodcote PC had not heard anything either.
- (b) **Heart of the Village:** the Clerk confirmed details of the recent environmental audit at which Cllr Stacey and the Clerk had met with Adrian Corney of T&WC. Issues of encroachment along Wellington Road and Liddles Bank had been discussed along with weed problems along a section of St. Andrews Way.

Mr Corney had agreed to pursue enforcement action regarding the encroachment along Wellington Road, and separately to monitor issues along Liddles Bank. He agreed to approach the community pay-back team regards St. Andrews Way. Cllr McKeown and Cllr Stansfield both informed colleagues that a community pay-back team had been working in St. Andrews Way earlier today (01/10/18).

Members agreed to maintain a watching brief on these matters.

- (c) **Wellington Road:** see minute (01/10/18) 5 (b) above with nothing further to report.
- (d) **Smartwater:** Members had agreed at their September meeting to implement a “We Don’t Buy Crime” initiative subject to a grant funding contribution from the Police & Crime Commissioner. A response to the CAPC grant application is still awaited.
- (e) **T&WC Contracts:** Members noted information provided by T&WC about a new grounds maintenance & cleansing contract and a new highways contract both of which are to be awarded to successful bidders for a 1<sup>st</sup> April 2019 start.

The correspondence included information about service scope and standards, transfer of employees to the new provider(s), and process for letting both contracts.

#### **Item 6 – Mick Simmonds (Smartwater Ltd)**

Mr Simmonds had been in contact to let the Clerk know that he was unable to attend the meeting which had proved fortuitous as he would have been covering information already provided by Rachael Oakley (Smartwater Ltd) at the July meeting.

## Item 7 – Community Grant Awards 2018

A schedule of applications received had been circulated to Members prior to the meeting. Members discussed individual applications, omissions, parity principles, and overall budget provision.

Cllr Brian Richards proposed and Cllr John Pay seconded grant allocations set out in a schedule attached to these minutes. A vote was unanimous in favour of the motion.

**Resolved:** that community grant awards be made in line with a schedule appended to the minutes of the Parish Council meeting held on 1<sup>st</sup> October 2018.

## PARISH PROJECTS & COMMUNITY MATTERS

### Item 8 – Parish Projects

- (a) **Village Planting Schemes:** Members noted that the village planters continue to provide an excellent floral display. The watering contract had now come to an end for 2018 however to prolong the display Members agreed to each adopt a planter and to water it until autumnal frosts kill the plants.

**Action:** once the summer plants have died off the Clerk is to clear the planters enabling the spring bulbs (tete-a-tete) to flower again early in 2019.

A similar summer planting scheme as that adopted for 2018 is to be adopted for summer 2019. **Action:** Clerk to liaise with Bloomsbury Nursery.

- (b) **Wallshead Way Play Area:** the planning application had now been withdrawn in favour of permitted development rights and a contract awarded for the new play area project. A start date of 15<sup>th</sup> October 2018 is anticipated.
- (c) **Brocton WWI Memorial:** Owen's Memorial has informed the Clerk that all works will be completed not later than 26<sup>th</sup> October 2018. In turn the Clerk has contacted Zoe Heming (Priest in Charge at St. Andrews Church) regarding arrangements for dedication / rededication of the memorial.

Members discussed options and asked the Clerk to enquire whether a dedication service could be carried out on Armistice Day (Sunday 11<sup>th</sup> November 2018). **Action:** Clerk to discuss options with Mrs Heming.

- (d) **Web-site and Social Media:** Both forms of media appear to be working well for local residents and others with a steadily growing audience. Cllr Evans to post details of a Barn Dance to be held at the Village Hall on 20<sup>th</sup> October.

## **Item 9 – Representative Reports**

- a. **Parish Newsletter:** Clerk to draft a newsletter once confirmation of the smartwater project is received. Newsletter to include updates on Brockton memorial and the play area, plus any other items of interest at the time.
- b. **Village Hall:** Cllr Knight had provided a shortened version of her regular update as several items had already been covered by Mr Bennett during the public session.
- c. **Newport Regeneration Partnership:** the Clerk provided a brief resume of an NRP meeting held on 18<sup>th</sup> September at HAU. The focus of the meeting had been on a proposed Innovation & Enterprise Park in neighbouring Chetwynd Aston & Woodcote Parish with specific reference to the proportion of the development that might be used for hi-tech and concerns about the remainder of the site.
- d. **Bus User Group:** next BUG meeting to be held on 22<sup>nd</sup> October 2018.
- e. **Telford & Wrekin Council:** Cllr Eade provided an update on reconfiguration proposals for hospital services in Shropshire, and upon their potential damaging impacts for the community. A key consideration appears to be an inability to attract suitably qualified consultants and registrars with implications for safe hospital services at both sites.

## **Item 10 – Correspondence:**

The Clerk informed members of all correspondence received since the last meeting and actions taken where appropriate.

## **POLICY & PLANNING MATTERS**

### **Item 11 – Planning Applications**

Members considered the planning schedule for October 2018 and noted its contents – including new applications and approval of previously reported applications.

## **FINANCE & GOVERNANCE:**

### **Item 12 – Accounts & Payments**

- (a) The Clerk presented to Members the 2<sup>nd</sup> Quarter Bank Reconciliation for information, clarification and approval. The document was signed-off by Cllr Evans and Cllr Stansfield.
- (b) The Clerk informed members of the account balance as at 30/09/18

- (c) The Clerk informed members of payments made since the last meeting on 3<sup>rd</sup> September 2018 as follows:

Payment	Cheque No.	Statute	Amount
West Mercia Energy	300504	LGA 1972 sch14	118.04

- (d) The Clerk informed members of accounts to be paid at this meeting as follows:

Payment	Cheque No.	Statute	Amount
Oliver Needes (watering)	300505	LGA 1972 s135	£200.00
HMRC (PAYE)	300506	LGA 1972 s112	£77.40
PKF Littlejohn LLP	300507	LGA 1972 s	£240.00

Each cheque was then signed by two authorised signatories.

### Item 13 – Compliance Matters:

Members received a report of external auditors PKF Littlejohn LLP concerning the Parish Council's Annual Governance and Accountability Return 2017/18.

The auditors' report signs-off the AGAR 2017/18 with no actions recommended – effectively giving the Parish Council a *clean bill of health*.

The Chairman thanked the Clerk for his endeavours and in turn the Clerk thanked members for their part in ensuring good governance of the Parish Council.

### Roads, Hedges & Ditches

- (a) Cllr McKeown noted enquired about preferences of colleagues for a Christmas social event. Following brief discussion it was agreed to return to The Swan at Forton on Sunday 6<sup>th</sup> January 2019. **Action:** Members and the Clerk to confirm attendance with Cllr McKeown as soon as possible.
- (b) The Clerk informed Members about a request from The Mayor of Telford & Wrekin Council to attend the parish council meeting on 5<sup>th</sup> November 2018. Members unanimously agreed to welcome the Mayor along to their next meeting.
- (c) The Clerk enquired whether Members would generally support provision of post-mounted poppies and details of a local supplier. Cllr McKeown agreed to email details of a contact at a local supplier.

**Date and time of next meeting confirmed as Monday 5<sup>th</sup> November 2018 at Church Aston Church Hall starting at 7.40pm**

Meeting closed at 9.20 pm

Signed Chairman:

Date