**CLERK: Michael Atherton**

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| **Minutes of Church Aston Parish Council**Held at the Church Hall, Church Aston on Monday 4th April 2016. The meeting commenced at 7.40 pm **Present:** Cllr Simon Stacey (Chairman), Cllr Paul Evans (Vice Chairman), Cllr Pat Sansom, Cllr John Pay, Cllr Mike Stansfield, Cllr Brian Richards, Cllr Billie Knight & Cllr Marjorie Revill **Also in attendance:** Borough Cllr Andrew Eade (part) and Mike Atherton: Clerk to CAPC  |
| **1.** | **Apologies** | Cllr Fiona McKeown |
| **2.** | **Declarations of Interest** | None |
| **3.** | **Public Session** | Mr Malcolm Bennett (Chairman: Village Hall Committee) attended the meeting and addressed the Parish Council.  |
| **4.** | **Minutes of the last meeting** | Minutes of the meeting held on 7th March 2016 proposed by Cllr Paul Evans, seconded by Cllr Brian Richards, and signed by the Chairman as a correct record of the meeting. |
| **5.** | **Matters Arising** | 1. **Area under the former railway line:** nothing further to report other than the area is still untidy under the bridge. Action: Clerk to contact Carl Fletcher (Scout Leader) to request a tidy up.
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| **PARISH PROJECTS & COMMUNITY MATTERS** |
| **6.** | **House Next to the School** | Noted that the area is still not particularly tidy but has not deteriorated to a level that warrants intervention.  |
| **8.** | **Projects for the Parish** | 1. **20 mph Speed Limit:** awaiting implementation as part of a broader works programme across T&WC area.
2. **Planters:** Cllrs agreed a planting scheme proposed by Mrs Sylvia Stening (Gardening Club) for red white & blue blooms. Clerk to coordinate the planting scheme with Mrs Stening including removal of winter pansies and topping up compost.
3. **Wild Flower Planting Scheme:** Cllr Evans reported that ground preparations had started and that planting would proceed in the coming weeks as previously agreed.
4. **Street Lighting Contract:** the Clerk updated Cllrs on progress of urgent repairs to a number of street lights throughout the area.

Separately, Cllrs considered a report setting out the main options open to the Parish Council for conversion of existing street lighting to low energy lighting. The report focused primarily on phasing of works, costs associated with respective options, and ways of funding the project options. A wide-ranging discussion followed exploring technical and financial issues with a variety of views expressed. Members agreed to defer a decision on the substantive issue to allow colleagues to assess dimmable and non-dimmable low energy lighting compared to standard street lighting. Also, the clerk and Cllr Richards had arranged to meet with Garry Johnson (E.on) to help better understand the lighting options and related issues. **Agreed:** to consider further at the next meeting. 1. **Social Media:** Cllr Evans reported on the continuing uptake of social media and the value of content shared over the past month.

The Clerk had previously circulated information about the T&WC ‘Galaxy’ web-site option following consideration of web-site development at the last meeting. **Agreed:** Unanimously agreed to proceed with the hosted ‘Galaxy’ option and for the Clerk to work with T&WC to implement the initiative at the earliest opportunity.1. **New Bus Shelter:** awaiting a T&WC review of bus shelters with a view to re-locating a suitable shelter should one become available.
2. **Wallshead Way Play Area:** improvement works now completed and painting of the equipment has been done. It was agreed that the additional works at £4,950 could not be afforded at this time. Agreed: to extend thanks to Adrian Corney / Derek Owen for their help in delivering this successful parish project.
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| **9.** | **Representatives Reports** | 1. **Parish Newsletter (SS):** updated editorial requested
2. **Village Hall (BK):** Cllr Knight reported on the unauthorised clothes bank issues and their resolution, resignation of a VH committee member, the car park re-surfacing project, and renovation of the back room. Cllr Knight also suggested the name of a local resident for consideration of a “Worthy Citizen” award.
3. **Rural Forum (PE):** nothing to report
4. **Bus Users Group:** Cllr Evans has details of the next meeting scheduled for 20 April
5. **Newport Regeneration Partnership:** Cllr Pay had circulated minutes.

 1. **T&WC:** borough Cllr Eade informed CAPC members about completion of the dog fouling trial project during which 275 incidents had been recorded. An action plan and publicity to reduce future issues are now proposed. Issues relating to The Barnfields development were briefly discussed. Cllr Eade suggested a new parish project to renovate a fading stone memorial mounted into the barn wall adjacent Brocton Memorial. **Action:** Clerk to investigate
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| **10.** | **Correspondence** | (a) The clerk reported on various email and written correspondence received since the last meeting including: 1. Email from T&WC regarding ongoing Community Governance Reviews;
2. Email from Newport Carnival Committee with a community grant request;
3. Email from 2nd Church Aston scouts with a community grant request;
4. Email from SALC setting out government proposals for community pharmacies from 2017;
5. Email from T&WC seeking consultation on proposed taxi ranks;
6. Email from T&WC providing an explanation of how they propose to deal with the CAPC ‘representation’ of Milwood Mere and the green guarantee;
7. Emails from Lilleshall PC concerning illegal siting of clothing banks;
8. Email from T&WC concerning changes to designations in the Local Streets Gazeteer;
9. Email from T&WC extending an invitation to attend the annual Mayor Making Ceremony on 26th May 2016;
10. Letter from T&WC informing CAPC about TPO’s
11. Letter from Unity Trust Bank confirming that they will be introducing charges;
12. Letter from Mazaars advising the Parish Council of their annual audit obligations.
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| **POLICY & PLANNING MATTERS** |
| **11.** | **Local Plan 2016/31 and Newport Indicative Master-Plan**  | Cllr Pay reported that the Public Inquiry into the draft Local Plan 2016-31 would most likely take place in July 2016.A response had now been received from T&WC to a CAPC request for extension of the Milwood Mere site to include adjacent land in the ‘Green Guarantee’. The response explained that the additional land was already subject to a planning approval and that the status of the land would now have to be determined through the development process.  |
| **12.** | **Planning Applications** | Cllrs noted and commented on the planning applications schedule. |
| **FINANCE & GOVERNANCE** |
| **13.** | **Accounts and Payments**  | The Clerk presented the fourth quarter bank reconciliation along with a copy bank statement and full year-end accounts for 2015/16 for approval. The Clerk confirmed the balance of Account as at 4th April 2016.The Clerk reported on accounts payable and requested authorised signatories; |
| **14.** | **Personnel Committee** | Nothing to report |
| **15.** | **Compliance Matters** | The Clerk reported receipt of a renewal notice from the Information Commissioners Office. A cheque was signed at the meeting and is to be returned along with the renewal form by first class post on 5/04/16.The Clerk reported receipt of the ***“Notice of audit of accounts for the year ended 31 March 2016”*** and commented briefly on proposed procedures and timescale for submission.  |
| **ROADS, HEDGES & DITCHES** |
| **16** | **Roads, Hedges and Ditches** | Cllr Knight reported potholes at the junction of Dark Lane and Greenvale that are so severe as to affect walkers & cyclists **Action:** Clerk to report to T&WC.Cllr knight commented on feedback from some residents that the Parish Council are not visible enough – all to consider promotional opportunities.Cllr Knight enquired about the Dial-a-Ride service and whether it extends to Church Aston. Cllr Evans confirmed that it does not but that the RVS Helpline service does offer a transport service option for older residents.Cllr Evans commented on feedback he had received that it had now been accepted that a perception that NTC are subsidising services in surrounding parishes was wrong. Cllr Evans informed colleagues of various paint / chalk markings on local footways suggesting a planned programme of improvements was imminent.Cllr Richards noted a response from T&WC that they had finally agreed to investigate settlement on approaches to the former railway bridge.Cllr Richards commented on management of the Parish notice boards and a need to keep then fully up-to-date.Cllr Stacey commented on encroachment of footways on Wellington Road and a need for this to be dug-out. |

**Date and time of next meeting (AGM followed by monthly meeting) confirmed as 9th May 2016 at Church Aston Church Hall starting at 7.40pm**

Meeting closed at 9.35 pm

Signed Chairman: Date: