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**Minutes of the meeting of Church Aston Parish Council held in St. Andrew's Church Hall, Church Aston at 7.40 pm on Monday 4<sup>th</sup> October 2021.**

**Present:** Councillors: S Stacey (Chairman), P. Evans (Vice-Chairman), B Richards, F McKeown, P. Sansom, J. Pay, M. Bennett, and A Stokes

**In attendance:** M. Atherton (Clerk)

**(04/10/21)**

**Item 1 - Apologies:** received from Cllr B Knight (holiday) and Borough Cllr Andrew Eade (ill-health)

**Item 2 – Declarations of Interest:** there were no declarations of interest.

**Item 3 – Public Session:**

No Members of the public present.

**Item 4 – Minutes of the Meeting held on 6<sup>th</sup> September 2021**

Minutes of the meeting held on 6<sup>th</sup> September were proposed as a true and accurate record of proceedings by Cllr Sansom and seconded by Cllr Evans with all members present voting in favour.

<p><b>Resolved:</b> minutes of the meeting held on 6<sup>th</sup> September 2021 were signed by the Chairman of the meeting as a true record.</p>
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**Item 5 – Matters Arising:**

- a. **Encroachment - Wellington Road & Liddle's Bank:** no progress – agreed to chase up again with T&WC officers and via borough Cllr Eade.
- b. **Remembrance Sunday (14<sup>th</sup> November):** Members briefly discussed availability for attendance at the annual Remembrance Service and wreath laying. Cllrs Stacey, Richards and Knight identified as definite with several others as possible subject to family arrangements. Cllr Evans agreed to erect the 'Silent Soldier' and

the Clerk confirmed that he would purchase poppies to create the poppy field, and also order from a local florist two wreaths for remembrance service.

- c. **Area under the former railway bridge:** Borough Cllr Eade had emailed an update on this matter to the Clerk prior to the meeting. Essentially, T&WC are willing to lease / transfer ownership of land between the former railway bridge and the boundary of No. 2 Wallshead Way provided the owners are willing to accept such an arrangement. The residents have already agreed in principle and so this matter is now subject to a private legal agreement.
- d. **Invitation to Senior Planner:** the Clerk confirmed recent contact from Gavin Ashford indicating a willingness to attend the November meeting. This was confirmed by Members and it was agreed to pre-prepare a list of questions for Gavin.
- e. **Future of Health Services in Newport:** the Clerk updated Members on recent contact with the Shropshire and T&W Health Commissioners with a view to a representative attending a future meeting and / or a delegation of the PC meeting with a relevant health official – a response is awaited.
- f. **Provision of Seating in the Play Area:** Cllr Evans referred to a recent site meeting involving colleague Members and Adrian Corney (T&WC) about proposals for seating in the play area. AC had offered to fund transport and installation costs to match product acquisition costs covered by the Parish Council. Members discussed various aspects of the scheme including designs, material options and locations.

Members agreed;

- The Clerk should obtain colour samples of the materials (green or black preferred);
- Seating to include a heavy duty picnic bench (with facility for a wheelchair) and a slope seat;
- A need to discuss one of the location options with the nearby resident given previous ASB issues;
- To complete the purchase and installation by end March 2022;
- To erect appropriate signage acknowledging the contribution of the PC and of T&WC in these projects.

In addition Cllr Evans proposed a budget of £1,000 be set-aside for this project. The proposal was seconded by Cllr Stacey with all Members present in favour.

<b>RESOLVED:</b> a budget of £1,000 to be set-aside within the current year unallocated funds to meet acquisition costs of seating for the play area
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- g. **Adverse Possession Order:** Cllr Stacey informed colleagues of a copy letter received setting out proposals for an adverse possession order for a strip of land opposite to the Infant School. Discussion followed on various aspects of planning and land ownership.

Despite a high level of interest in this matter it was concluded that this was essentially a private landownership issue and that the PC should maintain a neutral stance. However, Members agreed that T&WC Estates should be notified as the land area in question is adjacent to the former railway bridge (a highway structure) – Clerk to action.

## **PARISH PROJECTS & COMMUNITY MATTERS**

### **Item 6 – Representative Reports**

**Village Hall:** Cllr Bennet updated colleagues on both developments and activities at the village hall including preparations for the Centenary Celebrations on 10<sup>th</sup> October.

**Bus User Group:** noted that the BUG had not met recently.

**NRP:** noted that NRP had not met recently.

**T&WC:** no report in the absence of borough Cllr Eade.

### **Item 7 – Communications Updates:**

**Correspondence:** the Clerk reported on a letter of thanks from the Newport in Bloom Team, on an issue concerning traffic speeds on Wallshead Way now reported to the Safer Neighbourhoods Team (Police), and on consultation being launched by T&WC concerning dog-fouling enforcement.

Members discussed the third point in some detail suggesting that the consultation lacked substance on proposals and that any future policy would be irrelevant if it was not backed by enforcement. **Action:** Clerk to feedback to Paul Fenn at T&WC

**Newsletter:** It was agreed to draft a Newsletter early in November for distribution towards the end of November – allowing inclusion of a Christmas message, LGBC initial findings on warding and other topics including: picnic benches, village hall and church hall activities, etc.

**Facebook:** nothing significant to report this month.

**Website:** the website remains substantively up-to-date.

## **POLICY & PLANNING MATTERS**

### **Item 8 – Electoral Review**

It was noted that the Parish Council are awaiting the LGBC's findings which are due on 4<sup>th</sup> November 2021.

### **Item 9 – Planning Matters**

The Planning Schedule for October 2021 was discussed and noted.

Cllr Pay provided an overview of two recent meetings and the two main outstanding issues which centre on direct access from the development onto the A518 and proposed densities on the southern development boundary. These matters are subject to continuing discussions.

Cllr Pay asked the Clerk to confirm contact between borough Cllr Eade with Mr Barrie Kay following his recent representation at a Parish Council meeting.

## FINANCE & GOVERNANCE

### Item 10 – Accounts & Payments

(a) Statement of Account: £21,485.08 at close of business on 30/09/2021.

There were no payments requiring authorisation following the last meeting.

(b) Cllr Richards proposed, and Cllr McKeown seconded, with unanimous vote in favour from all Members present at the meeting for the following payments to be authorised:

Payment	Cheque No.	Statute	Amount
HMRC (PAYE) – Sept 2021	On-line transfer	LGA 1972 s112	£84.40
West Mercia Energy	On-line transfer	LGA 1972 sch 14	£133.21
Needes Landscaping	On-line transfer	LGA 1972 s135	£145.00

**Resolved:** the above accounts are authorised for payment at this meeting held on 4<sup>th</sup> October 2021.

(c) **2<sup>nd</sup> Quarter Bank Reconciliation:** Members scrutinised the 2<sup>nd</sup> Quarter Bank Reconciliation as presented by the Clerk. Approval was then proposed by Cllr Evans, seconded by Cllr Stacey, with all Members present voting in favour. The accounts were then signed by the Clerk and two authorised signatories.

**RESOLVED:** that the 2<sup>nd</sup> Quarter Bank Reconciliation be authorised as a true and accurate record of the Parish Council's accounts for the period 1<sup>st</sup> April 2021 to 30<sup>th</sup> September 2021

### Item 11 – National Code of Conduct for Members

The Clerk had circulated to Members some weeks prior to the meeting a copy of the National code of Conduct for Members for their information and perusal.

Following a brief discussion Cllr Bennett proposed, with Cllr Stacey seconding, a motion to adopt the Code. This was supported by all Members present.

**RESOLVED:** that Church Aston PC formally adopt the National Code of Conduct for Members.

**Action:** Clerk to notify the Monitoring Officer at T&WC as requested

### **Item 12 – Armed Forces Covenant**

Members considered an item circulated by T&WC inviting local Councils to sign up to the Armed Forces Covenant.

Following a discussion on implications for local Councils and benefits for current and former service personnel Cllr Bennett proposed a motion for the Parish Council to sign up to the Armed Forces covenant. The motion was seconded by Cllr Sansom, and unanimously supported by all Members present.

**RESOLVED:** that Church Aston PC sign the Armed Forces Covenant

**Action:** Clerk to notify the T&WC coordinating officer as requested

**Item 13 – Future Meeting Dates:** The following future meeting dates were noted:

- **Business Meetings:** Monday 1<sup>st</sup> November and 6<sup>th</sup> December 2021, and 10<sup>th</sup> January 2022

### **Roads, Hedges & Ditches**

- a. Cllr Evans asked the Clerk to contact CA&WPC to ascertain costs and design details of their recently erected boundary signs;
- b. Cllr Stacey and others suggested an option for a joint initiative with CA&WPC for planters and watering in 2022 – Clerk to investigate;
- c. Cllr Richards enquired about the response to an EoN report about a street light in Mulberry Close. It was confirmed that this matter is now closed pending the next annual review of street lights;
- d. Cllr McKeown suggested that the PC may wish to participate in the village scarecrow traditions to help reinforce the rural nature of the village and parish;
- e. Cllr McKeown briefly discussed options for the PC Christmas Social;
- f. Cllr Bennett reminded colleagues that 2022 would signal HM the Queen's 70<sup>th</sup> Jubilee and enquired as to whether the PC intended to mark the occasion. It was agreed to give this further consideration.

Meeting closed at 9.40 pm

Signed Chairman:

Date