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**Minutes of the meeting of Church Aston Parish Council held in St. Andrew's Church Hall at 7.40 pm on Monday 6<sup>th</sup> June 2022.**

**Present:** Councillors: S. Stacey (Chairman), B. Richards, P. Sansom, B. Knight, J. Pay, M. Bennett, and A. Stokes

**In attendance:** Borough Cllr Eade and Mike Atherton (Clerk)

**(06/06/22)**

**Item 1 - Apologies:** Cllr McKeown and Cllr Evans

**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 9<sup>th</sup> May 2022**

Minutes of the meeting held on 9<sup>th</sup> May were proposed as a true and accurate record of proceedings by Cllr Sansom and seconded by Cllr Bennett. All members present voted in support of the proposal.

<p><b>Resolved:</b> minutes of the meeting held on 9<sup>th</sup> May 2022 be signed by the Chairman of the meeting as a true and accurate record.</p>
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**Item 5 – Matters Arising:**

- a. **Asset Management:** Cllr Richards referred to quotations and emails received in respect of two of the PC's main assets (village planters & boundary stones). In summary information on specification and a budget quote provided by "Brian the Brush" looks to be relevant and in-line with requirements. Sadly other quotations for renovating / repainting the boundary stone plaques fall short of requirements.

A quotation for repair / improvement of the village planters appears cost prohibitive in that each unit would cost ~£400 compared with costs of ~£470 for Marmax equivalents (made from recycled materials).

Members discussed various aspects of the proposals and agreed to progress renovation of the boundary stone plaques.

Members also considered proposals for the village planters and agreed not to proceed with repairs as initially planned but instead agreed to replace the planters over a period of time. Meantime, the Clerk is to seek quotes for cleaning the planters and for power washing the concrete stands.

- b. **Electoral Review Update:** Members discussed a recent press article containing quotes from the NTC deputy Mayor which were considered untimely and inaccurate, especially in light of the long-awaited report of the LGBCE following a review of electoral wards across T&WC. Various response strategies were discussed and a preferred route agreed.
- c. **Future of Local Health Services:** Members reiterated concerns about GP capacity to cope with additional patients from new housing developments, and to related issues of access and waiting times for appointments.

Members noted Cllr Stacey's involvement with a Patient Participation Group for Wellington Road Surgery and the Parish Council's sign-up to the SaTH Patient Engagement Group.

- d. **Review of Local Flood Planning:** Borough Cllr Eade confirmed that he had now met with senior officers at T&WC and is awaiting an officer update. Members discussed various related local knowledge and investigative findings that may be of relevance. **Action:** Cllr Eade to press for a site meeting with relevant T&WC officers and representatives of the Parish Council.
- e. **QEII Platinum Jubilee Celebrations:** the Chairman Cllr Stacey thanked all involved in organising the QEII Platinum Jubilee celebrations which had been enjoyed by dozens of villagers despite heavy rainfall throughout the day. Members had received very positive feedback from attendees and those involved in organising the event.

The Clerk confirmed receipt of 'thank you' emails from recipients of the Worthy Citizen's Awards with all three expressing gratitude for their public recognition. **Action:** agreed that the Clerk should send formal letters of appreciation on behalf of the Parish Council to the Village Hall Committee and to St. Andrew's Church.

## PARISH PROJECTS & COMMUNITY MATTERS

### Item 6 – Representative Reports

- a. **Village Hall:** Cllr Knight provided a comprehensive update for the Village Hall including recent installation of electronic signage, further building & access improvements, a review of the bookings / activities programme, and confirmation that ~40% of a loan from the Coop had now been repaid.
- b. **Bus Users Group:** Nothing to report
- c. **Newport Regeneration Partnership:** Nothing to report

- d. T&WC: Borough Cllr Eade provided an update on the proposed cycleway extension from Lilleshall through to the A41 crossing. The initial funding package is now in-place. Having walked the route Cllr Eade is of a view that the route would be best implemented in sections with the section along Wellington Road an early priority – this may help resolve some long-standing issues of narrow footways and hedge / garden encroachment.

Cllr Eade also referred to various aspects of the planning consent for a Solar Farm at Brocton Grange where issues of visual amenity had been over-ruled in favour of this relatively clean source of energy.

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

**Correspondence:** all relevant correspondence had been circulated to Members.

**Newsletter:** it was agreed to produce another Newsletter in the next few weeks covering the Jubilee Celebrations and the boundary matters.

**Facebook:** nothing specific to report.

**Website:** generally up-to-date with nothing further to report.

### **POLICY & PLANNING MATTERS**

#### **Item 8 – Planning Matters**

- a. **Planning Schedule for June 2022:** recent planning approvals were noted.

### **FINANCE & GOVERNANCE**

#### **Item 9 – Accounts & Payments**

- (a) The statement of account as at close of business on 31/05/22 was **£21,198.82**

(b) the following payments made since the last meeting was held were presented for retrospective approval. Cllr Stokes proposed, and Cllr Richards seconded retrospective authorisation of the following payments, with all Members present voting in favour.

<b>Payment</b>	<b>Cheque No.</b>	<b>Statute</b>	<b>Amount</b>
Neesdes Landscaping	On-line transfer	LGA 1972 s137	£132.00
Indeed – on-line recruitment	On-line transfer	LGA 1972 s142	£91.68
Newport Engravers	On-line transfer	LGA 1972 s137	£282.00
Bloomsbury – Plants (MA)	On-line transfer	LGA 1972 s137	£245.00

**Resolved:** the above payments at 9(a) were retrospectively approved for payment at this meeting held on 6<sup>th</sup> June 2022.

**(c) Payments for authorisation at this meeting.**

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

<b>Payment</b>	<b>Cheque No.</b>	<b>Statute</b>	<b>Amount</b>
HMRC (PAYE) – May 2022	300303	LGA 1972 s112	£85.80
West Mercia Energy	On-line transfer	LGA 1972 sch 14	£186.25
AYP Ltd – A5 flyer	On-line transfer	LGA 1972 s142	£81.00
Mrs K Baker – Internal Audit	300304	LGA 1972 s101	£65.00
Indeed – on-line recruitment	On-line transfer	LGA 1972 s142	£204.15

**Resolved:** the payment set out above at 9(c) was formally approved for payment at this meeting held on 6<sup>th</sup> June 2022.

**Item 10 - Governance**

a. **Internal Audit Report 2021/22:** Members received, discussed and approved the Internal Audit Report for 2021/22. In doing so Members agreed to implement two recommendations set out in the report in line with requirements and best practice.

These actions were proposed by Cllr Sansom, seconded by Cllr Pay and supported by all Members present.

**RESOLVED:** that Church Aston PC approved the Internal Audit Report 2021/22 and endorsed two recommendations made by the Internal Auditor.

b. **AGAR Submission for 2021/22:** Having previously approved relevant sections of the AGAR 2021/22 and having now received and approved the Internal Audit Report Members authorised the Clerk to submit the AGAR 2021/22 and all relevant documents to the external auditor as soon as possible.

These actions were proposed by Cllr Pay, seconded by Cllr Bennett and supported by all Members present.

**RESOLVED:** the Clerk is authorised on behalf of the Parish Council to submit the AGAR 2021/22 and all relevant documents to the External Auditor.

**Item 11 – Personnel Committee**

Members were provided with a brief update on the recruitment process and on arrangements for interviewing to short-list candidates on Monday 20<sup>th</sup> June 2022.

**Item 12 – Future Meeting Dates:** The following future meeting dates were noted:

- **Business Meetings:** Monday 4<sup>th</sup> July, 5<sup>th</sup> September and 3<sup>rd</sup> October 2022

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

- a. Cllr Knight commented on growth of the hawthorn hedge around the village hall and asked if arrangements could be made for T&WC to cut it.
- b. Cllr Bennett asked if the Parish Council would support efforts to provide electric charging points in the village. Borough Cllr Eade agreed to provide contact details for the T&WC lead officer. Members expressed support in principle and tasked Cllr Bennett, the Clerk and other Members to explore implications further.
- c. Cllr Richards informed colleagues that he had recently attended the funeral of former Cllr Atkins and that following the service a daughter of Mr Atkins had asked if the family could install a plaque or similar in his memory. Members agreed unanimously in favour and asked the Clerk to contact Mr Atkins daughter.

Meeting closed at 9.30 pm

Signed Chairman:

Date