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**Minutes of the meeting of Church Aston Parish Council held in the Village Hall (Church Aston) at 7.50 pm on Monday 5<sup>th</sup> September 2022.**

**Please note:** this meeting was originally scheduled to take place in St. Andrew's Church Hall however an elderly resident had sustained an injury during an earlier booking and was awaiting an ambulance. The Chairman and Vice-Chairman jointly agreed that it was appropriate in the circumstances to relocate the Parish Council meeting.

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

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

**Cllr Simon Stacey (Chairman) introduced and formally welcomed Mrs Wendy Tonge into her new role as Clerk and Responsible Financial Officer to the Parish Council.**

**(05/09/22)**

**Item 1 - Apologies:** Cllrs F. McKeown and B. Knight

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

**Item 3 – Public Session:**

PCSOs Krissy Wills and Ivan attended the meeting to discuss ASB at the QEII Park. Unfortunately, they were called away to a further incident at the Park and were unable to return within the timescale of the meeting.

**Item 4 – Minutes of the Meetings held on 4<sup>th</sup> and 18<sup>th</sup> July 2022**

Minutes of the meetings held on 4<sup>th</sup> and 18<sup>th</sup> July were each proposed as a true and accurate record of proceedings by Cllr Evans and seconded by Cllr Pay with all members present voting in support of the proposal.

**Resolved:** minutes of the meetings held on 4<sup>th</sup> and 18<sup>th</sup> July 2022 to be signed by the Chairman of the meeting as a true and accurate record.

## Item 5 – Matters Arising:

- a. **ASB at the QEII Park:** Cllr Stacey provided an overview of issues and invited Cllr Richards to summarise discussions at a recent on-site workshop with the police and residents. Local residents are very concerned by the ongoing problems. Members discussed options to engage with residents of Brookside. Cllr Evans informed colleagues that T&WC could not install the CCTV system until after 10<sup>th</sup> October due to supply issues with the host column. It was agreed to invite PC Rich Evans the police SNT lead to the next meeting on 3<sup>rd</sup> October.
- b. **Electoral Review Update:** Cllr Evans informed colleagues that the electoral boundary review was now complete and that the LGBCE had retained their original proposals to remove an anomaly where some Church Aston residents previously voted in the Newport South Electoral Ward. Church Aston Parish is now wholly within Lilleshall & Church Aston Electoral Ward.

It is noted that Newport TC are still actively promoting a parish boundary review and Cllr Bennett suggested a proactive response. Cllr Evans and Cllr Pay both advocated a more measured approach to respond effectively to a review.

- c. **Asset Management:** in light of new budgetary pressures Cllr Richards suggested deferring refurbishment of the boundary stone plaques into 2022/23 and asked the Clerk to contact the preferred contractor to advise him of reasons for the delay.
- d. **Future of Local Health Services:** Cllr Stacey informed colleagues about discussions at a recent Patient Participation Group (Wellington Road surgery). Otherwise nothing further to report.
- e. **Review of Local Flood Planning:** Borough Cllr Eade reported back on site meetings with T&WC drainage officers and Cllr Richards. Investigations had identified a large open culvert extending alongside the former railway line. Access to the culvert was from Orchard Close approximately in line with the rear of No. 32 Wallshead Way. T&WC officers agreed to explore the culvert further including use of CCTV surveys.
- f. **Electric Charging Facilities for Motor Vehicles:** Borough Cllr Eade had provided contact details to Cllr Bennett for the T&WC lead officer for EV charging. Cllr Bennett had contacted the officer but was disappointed about the extent of interest and action made to date.

## PARISH PROJECTS & COMMUNITY MATTERS

### Item 6 – Town & Parish Partnership Agreement

Members discussed the “Telford & Wrekin Council working with our Town & Parish Councils” draft agreement which had been circulated at a previous meeting. Upon

conclusion of discussions Members agreed to sign-up to the agreement and asked the Clerk to notify T&WC of their intentions.

Cllr Evans proposed and Cllr Richards seconded the resolution, with all Members present voting in favour.

**RESOLVED:** that Church Aston PC sign-up to the “T&WC working with our Town & Parish Councils” partnership agreement.

### **Item 7 – Community Grant Awards**

Members discussed a schedule of grant applications received, and then assessed respective applications against the grants policy and related criteria. Account was also taken of the reduced budget available for grants this year. Following discussions Cllr Evans proposed a set of allocations (as shown in a schedule attached to these minutes). The proposal was seconded by Cllr Stokes and carried unanimously by all Members present at the meeting.

**RESOLVED:** that Church Aston PC make Community Grant Awards for the year 2022/23 to local groups (in line with the schedule attached to these minutes) with total value of £2,037.20.

**Note:** During the above discussions Cllr Bennett withdrew a grant application made on behalf of the Village Hall in light of the reduced grants budget and local demand. Upon Cllr Bennett making this gesture Borough Cllr Eade offered to provide funding support for provision of new comfy seating from his Ward Member fund.

### **Item 8 – Restoring Shropshire Verges Project**

Cllr Richards introduced a project that he was made aware of via Wellington Rotary Club entitled “Restoring Shropshire Verges Project”. Two related documents had been forwarded to the Clerk and subsequently circulated to Members. Members were enthusiastic about the project and expressed a strong interest in participating. Mrs Wendy Tonge informed the meeting that T&WC had been operating a similar project over a number of years and that it had proved successful particularly where there had been good advance publicity.

**Action:** Clerk to investigate further with T&WC and to report back to the next meeting.

### **Item 9 – Representative Reports**

- a. **Village Hall:** in the absence of Cllr Knight, Cllr Bennett provided an overview of matters relating to the village hall. This included recent installation of a CCTV security system. Flicks in the sticks is to resume soon with a licensed bar service now available. A programme for 2023 is emerging with a variety of live and recorded performances planned. A reciprocal agreement has been reached with The Hub (Newport) to promote events at both locations.

- b. **Bus Users Group:** Cllr Evans reported that a recent meeting had been poorly attended. The BUG has limited influence now that T&WC had withdrawn a majority of subsidies however Cllr Evans felt that it was still a useful forum for information and consultation on bus services.
- c. **Newport Regeneration Partnership:** Cllr Pay had recently circulated minutes from a recent NRP meeting. Unfortunately, Cllr Pay is not able to attend a special meeting of NRP with HAU on 13<sup>th</sup> September. Cllr Bennett suggested that CAPC should nominate a second (or substitute) Member in the event that Cllr Pay cannot attend future meetings. Cllr Bennett's suggested was agreed.
- d. **T&WC:** Borough Cllr Eade reported that funds for improvements to Wellington Road footway (and cycle route 55) is now up to £33,000. Design of engineering works for an initial phase is nearing completion and should be available for circulation in the next couple of weeks.

#### **Item 8 – Communications Updates:**

**Correspondence:** all relevant correspondence had been circulated to Members. The Chairman referred to a personal invite to the NTC Civic Service and asked the Clerk to send a letter of apology on his behalf.

**Newsletter:** Members decided to reschedule the September newsletter to coincide with installation of the CCTV system at the QEII Park.

**Facebook:** nothing specific to report.

**Website:** the website is generally up-to-date.

### **POLICY & PLANNING MATTERS**

#### **Item 9 – Planning Matters**

- a. **Planning Schedule for September 2022:** Members noted the planning schedule for September.
- b. **Local Development Scheme:** nothing to report at this stage

### **FINANCE & GOVERNANCE**

#### **Item 10 – Accounts & Payments**

- (a) **The Statement of Account:** at close of business on 31/08/22 was **£16,094.28**
- (b) **Approval of Payments made since the last meeting:** was presented for retrospective approval. Cllr Stokes proposed, and Cllr Bennett seconded authorisation of the following payments, with all Members present voting in favour.

Payment	Cheque No.	Statute	Amount
Midlands News Association Ltd	On-line transfer	LGA 1972 s112	£367.15
AYP Ltd	On-line transfer	LGA 1972 s142	£136.00
Bill Barrass (Newp'rt Engravers)	On-line transfer	LGA 1972 s137	£90.00
WME	On-line transfer	LGA 1972 sch 14	£163.12
Eon Energy Solutions	On-line transfer	LGA 1972 sch 14	£77.80
HMRC PAYE – July 2022	300307	LGA 1972 s112	£85.80
Marmax Recycled Products	On-line transfer	LGA 1972 s137	£243.60
Needes Landscaping (watering)	On-line transfer	LGA 1972 s137	£392.00
Needes Landscaping (trees)	On-line transfer	LGA 1972 s137	£130.00

**Resolved:** the above payments at 10(b) were retrospectively approved for payment at this meeting held on 5<sup>th</sup> September 2022.

**(c) Payments for authorisation at this meeting:** Cllr Sansom proposed, and Cllr Pay 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) – August 2022	300308	LGA 1972 s112	£85.80
West Mercia Energy	On-line transfer	LGA 1972 sch 14	£164.97
Needes Landscaping (watering 3)	On-line transfer	LGA 1972 s137	£392.00
Newport TC – library books	On-line transfer	LGA 1972 s137	£500.00

**Resolved:** the payment set out above at 10(c) was formally approved for payment at this meeting held on 5<sup>th</sup> September 2022.

#### **(d) Budget 2022/23 Review**

The Clerk circulated a revised budget reflecting expenditure to date and new pressures from an approved contribution of £3,000 to the QEII Park CCTV system. Members discussed various implications as this additional pressure would impact on reserves.

After careful consideration Members approved a revised budget as set out, noted further additional pressures and agreed to defer a number of current-year projects into 2023/24 (boundary signs & new bus shelter)

#### **Item 11 – Personnel Committee (Recruitment Update)**

The Chairman thanked Members of the Personnel Committee for their work in successfully recruiting a new Clerk and formally welcomed Mrs Wendy Tonge into her new role/

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

- **Business Meetings:** Monday 3<sup>rd</sup> October, 7<sup>th</sup> November and 5<sup>th</sup> December 2022

## **Roads, Hedges & Ditches**

There were no matters under Roads, Hedges & Ditches.

Upon conclusion of formal business the Chairman took the opportunity to thank the retiring Clerk (Mike Atherton) for 9 years of service and made a presentation of gifts as a token of appreciation.

Meeting closed at 9.50 pm

Signed Chairman:

Date