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Minutes of the meeting of Church Aston Parish Council held in the Church Hall (Church Aston) at 7.40pm on Monday 5th December 2022.

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

In attendance: Wendy Tonge (Clerk)

(05/12/22)

Item 1 - Apologies: B Knight (indisposed), F McKeown (prior commitment).

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

Item 3 – Public Session: No members of the public were present.

Item 4 – Minutes of the Meetings held on 7th November 2022

Minutes of the meetings held on 7th November 2022 were proposed as a true and accurate record of proceedings by Cllr Pay and seconded by Cllr P Evans with all members present voting in support of the proposal.

<p>Resolved: minutes of the meetings held on 7th November 2022 to be signed by the Chairman of the meeting as a true and accurate record.</p>

Item 5 – Matters Arising:

- a. **ASB at the QEII Park:** The installation of the CCTV has finally been completed. Members agreed the Clerk to arrange a review with the Safer Neighbourhood Team in 3 months. Cllr P Evans offered to contact T&WC Officer Jonathan Phelps regarding improvements to signage.
- b. **Electoral Review:** Notification received from T&WC Electoral Services confirmed the current consultation period is now extended to 30th December 2022.
- c. **Liddle's Bank:** T&WC Highways Department are continuing to work closely with Borough Councillor Andrew Eade. Cllr P Evans reiterated the problem remains

predominately between feuding drivers not always being polite and adhering to the priority scheme. Cllr Eade has earmarked £500 of his Ward Member Fund towards the improvements to signage, with a view to organise a consultation with residents from Rectory Fields estate in the coming week. Council remained hopeful that potential 106 money may become available from the proposed housing development on the Church Field, this could be used to assist in funding the new Traffic Order Scheme. The Chairman thanked Cllr Eade for his continued support in trying to resolve the matter and requested he continue to keep members updated on any developments.

- d. **Cost of living Community Grant:** Cllr Evans briefed council on the local 'warm place to stay scheme', volunteers are now fully prepared to run the scheme based at the Church Hall every Wednesday 10.30pm to 3pm. Flyers have been delivered throughout the parish and promoted on social media, the parish council will remain in a supporting role, including receiving potential referrals from users of the service requiring advice.

PARISH PROJECTS & COMMUNITY MATTERS

Item 6 – Parish Plan 2023/2024

Subject to the following amendments- delete the bus shelter scheme and ensure £250 is set aside in earmarked reserves for the CCTV scheme, the priority plan for 2023/2024 be adopted.

Resolved: that the Council adopt the priority plan for 2023/2024, with all members present voting in support of the proposed plan.

Item 7 - Representative Reports

- a. **Village Hall:** Cllr Bennett provided an overview of matters relating to the village hall. Events continue to be well supported with the exception of the recent film and a cancellation of the forthcoming Gallery Singers, due to lack of interest. New chairs have now been purchased and lots of interest had been shown towards the New Year's Day showing of The Nutcracker. The AGM is not set for January and all parish council members are invited to attend. The Queens award for Voluntary Service representatives recently visited and conducted a rigorous interview with local volunteers, hoping to hear of the outcome in Spring 2023. Cllr Bennett thanked members for assisting in the distribution of the flyer.
- b. **Bus Users Group:** No update available.
- c. **Newport Regeneration Partnership:** Cllr Pay confirmed the next meeting will be held on 8th January 2023.
- d. **T&WC:** Recent correspondence on the poor condition of the public right of way footpath around the field to the rear of The Folly was discussed. Cllr P Evans confirmed he was liaising with T&WC Planning Department on the matter. Concern was also raised for the incomplete utilities work being carried out by The

Mere. Cllr P Evans and Cllr J Pay informed they were due to meet with Bloor's Housing Development to discuss this issue and the ongoing flooding later in the week. It was agreed the matter be put as an agenda item for January 2023.

- e. **Community Leaders Group:** Cllr S Stacey (Chairman) recently attended the meeting, he updated council on how impressed he was at the sheer volume of community activities and initiatives currently running in the community.

Item 8 – Communications Updates:

Correspondence: the following correspondence was shared with Members:

- Thank you letters for the recent allocation of Grants to 2nd Church Aston Cubs and
- Church Aston Church Hall Committee.
- Email from a resident of Wallshead Way regarding the ongoing issue of flooding to their rear garden. Cllr A Stokes agreed to feedback to the resident, the Council's ongoing investigation into the issue.

Newsletter: Members agreed the next newsletter will be distributed in Spring 2023, the Clerk reminded Council of the forthcoming elections in May and advised them to avoid putting any newsletter out from 27th March- 4th May 2023 to comply with Purdah regulations.

Facebook: No update.

Website: No update.

Noticeboard: the Clerk requested the purchase of a laminator to ensure the notices look more presentable, council agreed the purchase.

POLICY & PLANNING MATTERS

Item 9 – Planning Matters

- a. **Planning Schedule for October 2022:** Members noted the following planning schedule for November:
- TWC/2022/0948** – 4 Rectory Fields, Church Aston, Newport TF10 9BU: No objection received.
- Provisional enquiry letter** – Confidential. No objections received.

Resolved: that the Parish Council have no objections to both applications.

FINANCE & GOVERNANCE

Item 10 – Accounts & Payments

- (a) **The Statement of Account:** at close of business on 31/11/22 was £ £19,261.21 a detailed summary of the budget showing receipts and payments had been previously circulated to members.
- (b) **Approval of Payments made since the last meeting:** was presented for retrospective approval. Cllr Evans proposed, and Cllr Richards seconded authorisation of the following payments, with all Members present voting in favour.

Payment	Cheque No.	Statute	Amount
Sally's Flowers	300320	LGA 1972	£50.00

Resolved: the above payments at 10(b) were retrospectively approved for payment at this meeting held on 5th December 2022.

- (c) **Payments for authorisation at this meeting:** Cllr Evans proposed, and Cllr Richards 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
WME	BACS	LGA1972 s14	£185.23
Needes Landscaping	BACS	LGA1972 s137	£60.00
AYP	BACS	LGA1972 s1	£200.00
HMRC	300321	LGA1972s112	£66.40
Staff Salary	STD	LGA1972s112	£517.59

(d) NJC – National Salary Award agreement 2022-2023

Council received confirmation of the agreed NJC pay salary award to council staff, a breakdown of payment to the Clerk had been previously circulated to members.

Resolved: Cllr Stacey proposed and Cllr J Pay seconded, with unanimous vote in favour that the pay award and relevant back-pay be awarded to the Parish Clerk.

(e) Contract of Employment for the Parish Clerk

A copy of the proposed Contract of Employment for the Parish Clerk had been previously circulated to all members for consideration. Council were informed that the Parish Clerk's probation period of 3 months had been served and should they wish her to continue in post a Contract of Employment was required.

Resolved: Cllr Richards proposed and Cllr Sansom seconded, with unanimous vote in favour that the contract be adopted and signed by the Clerk, with a copy kept on file by The Chairman.

(f) Budget 2023-2024

A copy of the draft budget for 2023-2024 had been previously circulated for members consideration. A detailed discussion followed regarding the allocation of finances for the forthcoming financial year. Council proposed a number of amendments which were noted. It was agreed the Clerk will distribute a financial report including the proposed setting of the precept for council's decision in January 2023.

Item 11 – Roads, Hedges and Ditches

- a) Flooding in Wallshead Way: deferred to January 2023 meeting.

- b) Liddle's Bank: see Agenda Item 5 C.

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

- **Parish Council Meetings:** next meeting to be held Monday 9th January 2023.

The Chairman thanked members for their input into the meeting and wished everyone a Merry Christmas and a Happy New Year.

Meeting closed at 9.50pm

Signed Chairman:

Date