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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 3rd July 2023.

Present: Councillors: P. Evans (Acting-Chairman), P. Sansom, B Knight, F McKeown and R Wynn.

In attendance: Wendy Tonge (Clerk).

(03/07/23)

Item 1 - Apologies: J Pay (Holiday), S Stacey (Indisposed), A Stokes (Personal commitment), B Richards (Holiday).

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 5th June 2023

Minutes of the meetings held on 5th June 2023 were proposed as a true and accurate record of proceedings by Cllr Wynn and seconded by Cllr Sansom with all members present voting in support of the proposal.

<p>Resolved: minutes of the meetings held on 5th June 2023 to be signed by the Chairman of the meeting as a true and accurate record.</p>

Item 5 - Matters Arising:

- a. **Liddle's Bank Traffic Management Scheme:** Cllr Evans reported two recent 'near misses' involving speeding traffic with pedestrians along the Bank. Members remained hopeful that the new scheme would commence soon with the support of T&WC Borough Cllr Eade.
- b. **Grass Verges Project:** Plans to plant bulbs and start a programme of wildflower planting was fully supported by members. The Clerk will contact T&WC to enquire if their contract with the Probation Service could help provide workers to assist in the planting and preparation of the ground.
- c. **T&WC Drainage Engineers Dept – Flooding:** No update available

- d. **Dog Poo Bags & We are watching you signs:** The distribution of poo bags will be reviewed in September, still awaiting on T&WC for news on the additional signs. Cllr Wynn requested Cllr Evans kindly place one his homemade bag-dispensers in the vicinity of the park (near the path).
- e. **CCTV Signage:** No update available.

PARISH PROJECTS & COMMUNITY MATTERS

Item 6 - Asset Management: Millenium Boulders – Still awaiting news from the appointed Contractor on a start date for work to commence.

Item 7 - Tag-Rugby/Football session 9th August 2023 – The Clerk updated members on the latest situation with staffing for the planned session. Members agreed due to the uncertainty of the situation, the session be cancelled. Cllr Sansom expressed her disappointment of having to cancel and suggested council would consider finding funding for a similar scheme next Summer.

Item 8 - Worthy Citizens Award 2023 - Cllr Evans shared the 2 wooden plaques to be awarded to this year's recipients on Sunday 10th September at St Andrew's Church Civic Sunday Service where Cllr Stacey (Chairman) will personally present the awards. Recipients have been emailed the new date.

Item 9 - Community Grants Scheme 2023/24 – It was agreed the Clerk would send out a generic email to all previous applicants by mid-June as a reminder to submit their completed application forms.

Item 10 - Police Priorities 2nd Qtr 2023 – The current priorities of Speeding along Wellington Road, Speeding along Liddle's Bank and drug selling/drug use activity on the park and Church Car Park were to remain the top 3 priorities, with an additional request to add safe pedestrian walking to and from local Schools.

Item 11 – Representative Reports

- a. **Village Hall:** Cllr B Knight provided an overview of matters relating to the village hall. This began with an expression of thanks for the Worthy Citizens Award from the Parish Council. The next film showing will be The Phantom of the Opera, held on the 30th September. A recent Charity Show held on behalf of Alzheimer's Research proved a huge success. Parking at School picking up times continues to be a concern, members of the committee will be discussing the matter at their next meeting. Plans are being made for a resurface of the halls flooring during Summer 2024 and finally a reminder that the local policing team will be holding a drop in for residents in the village hall car park on Wednesday 5th July.
- b. **Bus Users Group:** Meeting of the last meeting had been previously circulated.
- c. **Newport Regeneration Partnership:** No update available.

- d. **T&WC:** No update available.
- e. **Community Leaders Group:** No update available
- f. **Patients Participation Group:** No update available.
- g. **Wrekin Area Committee:** Unfortunately, due to late notification Cllr Evans was unable to attend the recent meeting.

Item 12 – Communications Updates:

Correspondence: the following correspondence was shared with Members.

- o Training for Councillors Schedule.
- o Expression of interest for Cllr Vacancy.

Newsletter: Cllr Knight requested a further 30 copies to be delivered to St Andrew's Church, the Clerk agreed to ask Cllr Stacey to deliver any extra copies he may have.

Facebook: Cllr Evans continues to post information of the Council's Facebook page.

Website: The Website is up to date.

Noticeboard: The noticeboard continues to be updated with new information on a monthly basis.

POLICY & PLANNING MATTERS

Item 13 – Planning Matters

- a. **Planning Schedule for July 2023:** Members noted the following planning schedule for July:

TWC/2023/0447 The Body Barn, Moorfield Lane, Newport, Shropshire, TF10 9EH

Variation of condition 4 (hours of operation) on planning permission TWC/2018/0861 (Change of use from agricultural barn to a fitness/exercise studio (Use class D2) (Retrospective)) to amend the hours of operation on Saturdays, Sundays, Public and Bank Holidays from 09.00am to 18.00pm to 08.00am to 18.00pm*** Amended Description*** (Retrospective)

TWC/2023/0393 57 St Andrews Way, Church Aston, Newport, Shropshire, TF10 9JQ

Felling of 1no. Oak tree (T312) and replacing with 1no. Quercus Robur tree, felling and replacement of 5no. Pine trees and crown lift to 1no. Oak tree (T0314) by up to 2.5m

<p>Resolved: that the Parish Council submit an objection to The Body Barn application and no objection to the St Andrew's Way application.</p>

FINANCE & GOVERNANCE

Item 14 – Accounts & Payments

The Statement of Account: at close of business on 30/06/23 was £15,901.74p

(a) **Statutory Balance Sheet, Summary of receipts and payments and Bank Reconciliation of account for month ending 30/06/2023:**

A copy of the Account Balance sheet, summary of receipts and payments and a Bank Reconciliation for the account at month end 30th June 2023 was circulated, noted by members and signed by Cllr P Evans (Acting Chairman). Members were asked to note the VAT reclaim total of £1,731.30 for financial year ending March 2022/2023 has been received.

(b) **Approval of Payments made since the last meeting:** was presented for retrospective approval. Cllr Wynn Sansom, and Cllr McKeown seconded authorisation of the following payments, with all Members present voting in favour.

Payment	Cheque No.	Statute General Power of Competence	Amount
e.on (3 invoices)	On-line transfer		£583.50
W M Tonge (reimbursement for Portable USB)	On-line transfer		£49.99
Oliver Needs	On-line transfer		£417.00
AYP	On-line transfer		£146.00
Newport Engravers	On-line transfer		£100.80
Unity Trust Bank Charges	Direct Debit		£18.00

Resolved: the above payments at 14(b) were retrospectively approved for payment at this meeting held on 3rd July 2023.

(c) **Payments for authorisation at this meeting:** Cllr Evans proposed, and Cllr Wynn 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 (May 2023 supply)	On line Transfer	GPOC	£263.47
HMRC July 2023	300328	GPOC	£49.80
Staff Salary July 2023	Standing Order	GPOC	£426.70

Resolved: the payment set out above at 14(c) was formally approved for payment at this meeting held on 3rd July 2023.

Item 15 – Staffing Matters: Members discussed if the current contract of 30 hours per month was suffice for the parish clerk to carry out her duties. After much debate, it was agreed that the role had evolved and it would be unreasonable to take advantage of any unpaid additional hours the role now demands.

Resolved: The current contracted hours of 30 be increased to 40 per month, (additional 10 hours) as from the 1st September 2023, that it be reviewed in November 2023.

Item 16 – Roads, Hedges and Ditches

a) **Overgrown Ivy on pylons:** Cllr Evans was pleased to report the appointed contractor Mark King Handyman Services, has made a great job in removing the Ivy. Cllr Evans reiterated the importance of conducting future visual audits to catch any overgrowth before getting out of hand, was very important.

b) **Community Matters:**

Cllr Wynn requested the role of the council and its members raised its profile in the community, council agreed the Clerk should explore ways to enhance the role of both council and its members and report back at a future meeting. Cllr Wynn expressed concern for the amount of litter along the pedestrian path alongside the Park, he agreed continue to observe the situation and report any increase in litter to the Clerk.

Cllr Knight was pleased to inform members arrangements were now in place for the Citizens Advice Bureau to be present on a fortnightly basis at the Community Cuppa on a drop-in basis.

Item 13 – Future Meeting Dates: The following future meeting date was noted:

- **Parish Council Meetings:** Monday 4th September 2023 7.40pm at the Church Hall, Church Aston.

Cllr Evans wished all members present a pleasant summer recess, he confirmed that despite no parish meeting being held in August, it is still business as usual. The Clerk confirmed she had no planned holidays and would remain available should any matters arise.

Meeting closed at 9.25pm

Signed Chairman:

Date