

CLERK: Wendy Tonge
ADDRESS: 25 Farm Grove
Newport
Shropshire
TF10 7PX

Tel: 07403 284513
Email: clerk@churchastonparishcouncil.gov.uk



Minutes of Church Aston Parish Council held at Church Aston Village Hall on Monday 6th of October 2025 at 7.30pm.

Present: Cllr S Stacey (Chairman), Cllr P Evans (Vice Chairman), Cllr R Wynn, Cllr P Sansom, B Richards, Cllr Pay, A Stokes and Cllr G Williams.

In attendance: Wendy Tonge (Clerk), Cllr Andrew Eade (Borough Councillor).

06/10/25)

Item 1 - Apologies: Cllr B Knight (Indisposed).

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

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

Item 4 - Minutes of the Meetings held on the 1st of September 2025.

Minutes of the meetings held on the 1st of September 2025, were proposed as a true and accurate record of proceedings by Cllr Stokes and seconded by Cllr Richards with all members present voting in support of the proposal.

Resolved: minutes of the meetings held on the 1st of September 2025 were signed by the Chairman of the meeting as a true and accurate record.

Item 5 - Matters arising:

- a) **Parish Vacancy:** the clerk was granted permission to advertise the casual vacancy.
- b) **Clerk Vacancy:** members of the Staffing Committee confirmed they will be interviewing candidates for the vacancy on Thursday 9th of October.
The Clerk was granted permission to contact Shropshire County Pension Scheme, to clarify what is the process the parish council need to follow to become members of the scheme.
- c) **Environmental Audit 3.10.25:** The Chairman provided members with a list of issues raised during the recent walkabout with officers from T&WC, most were generally related to Highways. Cllr Eade noted the concerns and reiterated the need for the issues to be monitored. Cllr Stacey reminded members to use the MyTelford Report It App.

PARISH PROJECTS & COMMUNITY MATTERS

Item 6 – Asset Management.

- a) **Parish Planters:** Work to clear the planters and plant spring bulbs has been completed. Members accepted the quote provided by Needes Landscaping.
- b) **T&WC Community Governance Review:** Cllr Evans provided members with an update, which included the intentions for T&WC to go back out to a 3rd and final round of consultation on the remaining parishes which continue to be contentious. He confirmed this did not affect CAPC and the proposed merger with CA&WPC. The final submission should be ready for approval in November.
- c) **T&WC Local Development Plan:** Members voted in favour of declining the invitation to meet with a representative from Marrons (the agent working on behalf of Bellway Homes).
Vote:5:3, 1 abstention.
- d) **Community Safety: Members agreed the following priorities for the following quarter:**
 - Speeding & Parking near the Infants School
 - Anti-social behaviour around The Mere
 - Speeding along Greenvale/Wellington Road junction
- e) **Flooding:** Cllr Richards informed members he recently attended a meeting with T&WC drainage engineers, regarding the flooding issues in the field to the rear of The Dale. He was pleased to report, it appears the recent works the landowner has carried out has been successful.
- f) **Pedestrian Safety Crossing the A518** Junction of Liddle's Bank. Cllr Evans offered to contact T&WC Highways Department to consult on the matter of installing a safe route across the A518 for pedestrians.

Item 7 - Representatives Report:

- a) **Village Hall:** Cllr Sansom provided members with a brief overview of the activities held at the village hall, which included a film night, cookery night, Folk night and was pleased to report they all proved to be very popular.
- b) **Bus Users Group:** No meetings held.
- c) **Newport Regeneration Partnership:** No meeting held.
- d) **Telford & Wrekin Council:** Cllr Eade confirmed the 30mph speed restrictions along Longford Road is now in the planned work programme for T&WC. He was pleased to confirm he'd secured funding to support the Community Cuppa's Wi-fi supply for a further year.
- e) **Wellington Rd/Linden Hall Surgery Patients Participation Group:** No meetings held.
- f) **Community Leaders Meeting:** No meeting held.
- g) **Wrekin Area Committee:** No meeting held.

Item 8-Communications Updates:

- a) **Correspondence:**

- **MP Mark Pritchard:** A copy of the reply from MP Mark Pritchard had been previously circulated to members. Following the Spending Review, the Government announced that it is unable to commission new neighbourhood planning support services for 2025 onwards.
- b) **Newsletter:** Members agreed the newsletter should not be drafted until further information has been confirmed regarding the final report on the proposed Community Governance Review.
- c) **Facebook:** Cllr Evans and the Clerk continue to post information on the Council's Facebook page.
- d) **Website:** No further actions have been taken.
- e) **Noticeboard:** The noticeboard continues to be updated with new information on a monthly basis.

Item 9 - POLICY & PLANNING MATTERS

None received.

Item 10 FINANCE & GOVERNANCE

Accounts & Payments

- a) **The Statement of Account:** at close of business on 30/09/2025 was £31,514.41p.
- b) **Statutory Balance Sheet, Summary of receipts and payments and a Bank Reconciliation of accounts for month ending 30/09/2025 is £31,514.41p.** A copy of the Account Balance sheet, summary of receipts and payments and Bank Reconciliation for the account at month end of 30th September 2025 was previously circulated and noted by members, signed by Cllr Evans, Cllr Wynn.
- c) **Approval of Payments made since the last meeting:** was presented for retrospective approval. Cllr Stokes, and Cllr Sansom seconded authorisation of the following payments, with all Members present voting in favour.

Payments in September	Payment type	Statute General power of Competence	Amount
Newport Cottage Care	Transfer		£250.00
CA Infants School	Transfer		£500.00
CA Short mat bowls	Transfer		£150.00
CA Church Hall	Transfer		£300.00
CA 2 nd Scouts	Transfer		£200.00
CA 2 nd Beavers	Transfer		£200.00
CA 2 nd Cubs	Transfer		£200.00
1 st C A Rainbows	Transfer		£200.00
HMRC	STD		£217.52
Newport Town Council	Transfer		£2,500
P Evans	Transfer		£210.00
Lloyds Bank	DD		£3.00
Staff Salary	STD		£737.08

Nevilles Field Trust	Transfer		£285.00
Midlands Computers	Transfer		£47.52
PKF Littlejohn Ltd	Transfer		£252.00
Unity Trust Bank	DD		£6.00

Resolved: the above payments at 10(c) were retrospectively approved for payment at this meeting held on the 6th of October 2025.

- d) **Payments for authorisation at this meeting:** Cllr Stokes 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 General Power of Competence	Amount
Staff Salary & Expenses for October 2025	Standing Order		£650.68
HMRC contributions October 2025	On-line transfer		£179.72

Resolved: the payment set out above at 10(d) was formally approved for payment at this meeting held on the 6th of October 2025.

- e) **Parish Grant Scheme:** It was **Resolved** to Grant 'The Community Cuppa £315.
- f) **External Audit Report 24/25:** Members noted and accepted the External Auditors Report 2024/25. The Clerk confirmed the notification of completion has been posted on both the noticeboard and website.

Item 11- Roads, Hedges & Ditches.

- a) **Litter Bin (near The Last Inn):** Cllr Willams requested the Clerk explore the cost implications in providing a litter bin near The Last Inn.

Parish Council Meetings: The next meeting will be held on Monday 3rd of November 2025 in Church Aston Village Hall starting at 7.30pm.

Meeting closed at 9.15 pm

Signed Chairman:

Date