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**Minutes of Church Aston Parish Council held at Church Aston Village Hall on Monday 1st December 2025 at 7.30pm.**

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

**In attendance:** Kathryn Goodwin (Clerk). Two members of the public present and one candidate for co-option.

**(01/12/25)**

**Item 1 – Apologies.**

Cllr P Sansom, Cllr B Knight, Cllr Andrew Eade (Borough Councillor).

**Item 2 – Declarations of Interest.**

There were no declarations of interest.

**Item 3 – Public Session.**

Two members of the public were in attendance. Matters brought to the council's attention included:

- Dog mess on the footpaths of The Spinney and The Dale.
- Inconsiderate and potentially dangerous car parking on the junction of The Spinney and The Dale. Parked cars are obscuring the view of drivers when exiting The Spinney. It was suggested by a member of the public that double yellow lines on this corner might be useful.
- Notable congestion during infant school drop off and pick up times.
- Wheelchair and pushchair accessibility issues in Newtown.
- The climate emergency and the provision for new houses to be built fitted with solar panels.
- Lowering the speed limit to 40mph on the A518, particularly on the section of the Liddles Bank junction.
- Access to thermal imaging camera at Newport Town Council.

Council noted the concerns of the public, and provided the following feedback:

- A feature on dog mess and responsible dog ownership will be included in the Spring 2026 newsletter.
- Informal enquiries will be made with Telford & Wrekin Highways Team regarding the viability of double yellow lines on the junction of The Spinney and The Dale. Informal enquiries will be made with Telford & Wrekin Highways Team regarding the viability of a drop curbed on Newtown. Council explained to the public present that due to the budget constraints of a small parish council, buying into extra patrols from the Telford & Wrekin Enforcement Team would incur a significant cost and isn't a viable option. The Clerk will inform the Safer Neighbourhood Team and Telford & Wrekin that the matter has been raised by the public and council.
- Council will continue to liaise with Telford & Wrekin regarding lowering the speed limit on the discussed section of the A518 and pushing for pedestrian traffic lights to be fitted on the informal crossing on this stretch of road.

#### **Item 4 – Private Session**

Council **RESOLVED** that in view of the confidential nature of the business about to be transacted which will involve likely disclosure of exempt information as defined in the Public Bodies (Admission to Meetings Act 1960 Section 1(2), the public and press will be temporarily excluded from the meeting and asked to withdraw for item 5 only.

*Two members of the public exited the room.*

#### **Item 5 – Parish Council discussion in accordance with section 7.1 of Church Aston Parish Council co-option policy.**

*Public and press invited to re-enter the room. Public had decided to leave for the remainder of the meeting.*

#### **Item 6 – Co-option**

Council unanimously voted in favour and **RESOLVED** to co-opt Gregory Toland on to Church Aston Parish Council. Mr Toland signed the Declaration of Acceptance of Office, including an undertaking to abide by the Parish Council's Code of Conduct.

#### **Item 7 - Minutes of the Meetings held on the 3<sup>rd</sup> November 2025.**

Minutes of the meetings held on the 3<sup>rd</sup> November 2025, were 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 the 3<sup>rd</sup> November 2025 were signed by the Chairman of the meeting as a true and accurate record.

## **Item 8 – Parish projects and community matters**

### **a. Asset management**

- i. Brockton Memorial  
Council has received an offer of planting assistance from two local volunteers. Council welcomed this kind offer subject to further investigations regarding insurance for volunteers, risk assessment, a suitable volunteer policy and potential budget implications. Cllr Stacey agreed to meet with the volunteers in due course.  
It was also brought to council's attention that the Brockton Memorial is due for routine inspection and maintenance.
- ii. Millenium Boulders  
No matters to discuss
- iii. MUGA  
The Memorial Plaque for Cllr Nick Collier was erected on the MUGA on the first anniversary of his passing. Councillors thought that the MUGA site was appropriate due to Nick's love of football and remembered his contribution to Church Aston Parish Council.
- iv. Street lighting  
The Clerk has received the outstanding invoices from West Mercia Energy. Cllr Richards gave a short report on energy charges.
- v. Planters  
Cllr Evans will conduct a conditions audit on the parish planters over the winter as noted in the last meeting.

### **b. T&WC Community Governance Review**

Cllr Evans provided members with an update. The final report was approved with T&WC on Tuesday 4<sup>th</sup> November which confirmed CAPC will merge with CA&WPC.

### **c. Community Safety**

Following on from public concerns expressed in item 3, Cllr Stokes agreed to contact the Headteacher of Church Aston Infants School to discuss parking and how the school, parish council, village hall, parents and residents can work together to mitigate the issues.

Cllr Williams reported that a litter bin at the Last Inn would address the problems of dog fouling in the area.

### **d. Drainage in Queen Elizabeth II Park**

Report deferred to next meeting.

## **Item 9 - Representatives Report**

### **a) Village Hall**

Cllr Knight had provided the Clerk with brief overview of the activities held at the village hall to present to council. Highlights included a Craft Fair and a Wine Tasting evening, a Barn Dance with an excellent band plus a fish and chip supper. On 6th December 2025 the Shifnal Male Voice Choir will be at the Village Hall raising money for First Responders. Cllr Stokes updated council on the air conditioning at the village hall.

### **b) Bus Users Group**

No updates to report.

### **c) Newport Regeneration Partnership**

No updates to report.

### **d) Telford & Wrekin Council:**

No updates to report.

### **e) Wellington Rd/Linden Hall Surgery Patients Participation Group**

Cllr Stokes gave an update which included information on

- the transition from Shropdoc to Health Hero
- a Patient Survey which had recently been conducted and the results of which should be published in the coming months
- the transition to online prescription ordering and contingencies put in place by the medical practices for patients who are unable to access the online system

### **f) Wrekin Area Committee**

No updates to report

## **Item 10 -Communications Updates:**

### **a) Correspondence**

The Clerk reminded councillors that they had been forwarded an email from Telford & Wrekin Council regarding plans to introduce additional licensing and an article 4 direction for HMOs across Telford and Wrekin.

### **b) Newsletter**

The newsletter has been printed and will be distributed to councillors for delivery.

### **c) Facebook**

Cllr Evans and the Clerk will continue to post information on the Council's Facebook page.

d) **Website**

T&WC continue to have problems with the website not allowing the Clerk to update it directly.

e) **Noticeboard**

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

**Item 11 – Policy and planning matters**

- i. Planning applications received from Telford & Wrekin Council for consideration since the last meeting:

TWC/2025/0772

**Land south of The Dale/ The Crescent**

**166 no. dwellings and vehicular access off A518, open space, landscaping, play area, footpaths, drainage and all other ancillary and enabling works.**

Church Aston Parish Council **RESOLVED** to OBJECT to planning application TWC/2025/0772 supported by a detailed response submitted on the planning portal. The submitted response noted conflict with Local Plan policies, harm to village character, loss of high quality agricultural land, loss of open space and biodiversity, flooding and drainage risks, pressure on overstretched local service and documented the prematurity of the planning application pending the Local Plan Examination.

Church Aston Parish Council **RESOLVED** to make a CALL IN REQUEST for planning application TWC/2025/0772.

- ii. Telford & Wrekin Local Development Plan

**Examination of the Telford and Wrekin Local Plan Review**

The Programme Officer emailed prior to the meeting to inform council of the hearing sessions for the examination which will be held at Meeting Point House, Southwater Square, Telford on Tuesday 25<sup>th</sup> February 2026. If council wishes to participate at the hearing sessions, council is required to respond by 15th December 2025.

**Item 12 – Finance and governance**

**Accounts & Payments**

- a) **The statement of account at close of business on 30/11/2025 was £26,002.20p.**

- b) **A summary of receipts and payments and a bank reconciliation of accounts for month ending 30/11/2025 with a balance of £26,002.20p.**

A copy of the summary of receipts and payments and bank reconciliation for the account at month end of 30<sup>th</sup> November 2025 was previously circulated and noted by members, signed by Cllr Evans, Cllr Wynn.

**c) Approval of payments made since the last meeting.**

Payments<sup>1</sup> were presented for retrospective approval. Cllr Evans proposed and Cllr Richards seconded authorisation of the following payments, with all councillors present voting in favour.

<b>Payments in October</b>	<b>Payment type</b>	<b>Amount</b>
HMRC – NI & Tax	Transfer	£429.28
Royal British Legion – poppy wreath	Cheques (cleared in November 2025)	£50.00
Lloyds bank card charge	DD	£3.00
G. Parkman – millennium boulders	Transfer	£99.00
TWC – Crucial Crew	Transfer	£250.00
Salaries – former and new clerk	Transfer	£1363.67
West Mercia Energy – October 2025	Transfer	£345.44
West Mercia Energy – September 2025	Transfer	£288.05
West Mercia Energy – August 2025	Transfer	£255.18
West Mercia Energy- July 2025	Transfer	£219.11
West Mercia Energy – June 2025	Transfer	£323.11

**Resolved:** the above payments at 11(c) were retrospectively approved for payment at this meeting held on the 1st of December 2025.

**d) Payments for authorisation at this meeting:**

New clerk's net salary and HMRC contribution would be authorised retrospectively in January 2026. Clerk's gross annual salary is agreed in employment contract.

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<sup>1</sup> General power of competence (Localism Act 2011)

- e) **Draft Budget 26/27:** A copy of the draft budget had been previously circulated which members discussed in detail. All comments raised were noted and the Clerk agreed to amend the budget accordingly. As some queries required further investigation, a copy of the amended budget would be circulated to councillors prior to the next meeting.

*During item 12e - in accordance with Standing Order 1.z.aa - the Chair noted that the meeting had run two hours, and asked councillors to vote on an extension to the meeting. **RESOLVED** that the meeting would be extended.*

**Item 13- Roads, hedges and ditches.**

No updates to report

**Item 14 – Future meeting**

The next meeting will be held on Monday 12th of January 2026 in Church Aston Village Hall starting at 7.30pm.

**Meeting closed at 10pm.**

*These minutes were agreed and signed at Full Council Meeting on Monday 12<sup>th</sup> January 2026.*

*Signed copy kept on file by Parish Clerk.*