

# Chetwynd Aston & Woodcote Parish Council

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## MINUTES OF THE FULL COUNCIL MEETING HELD 24<sup>TH</sup> JULY 2024 CHURCH & CHETWYND ASTON VILLAGE HALL – 7:30PM

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**Members present:** Cllrs Mattison (Chair), Askin, Magosfalvi and Page.

**In Attendance:** Mr C Furnival (Clerk/RFO).

### 24/25.24 Chairman's Remarks

The Chair welcomed members to the meeting.

### 24/25.25 Apologies and declarations of Interest

Apologies were noted from Cllrs Eade and Hardy due to holiday, Cllr Tate who due to prior commitments and Cllr Stevens due to illness.

### 24/25.26 Public Session

No public were present.

### 24/25.27 Minutes of the meeting held 27<sup>th</sup> March 2024

It was **RESOLVED** to approve the minutes of the last meeting as a true record.

### 24/25.28 Matters arising, for information, from the 27<sup>th</sup> March 2024 minutes not otherwise on the agenda

None.

### 24/25.29 Review of Outstanding Actions

Members reviewed the outstanding actions report. Specific note to;

- i) CA1 – Closed as item on this agenda.
- ii) CA2 – TWC have now budgeted and programmed for footpaths through Pave Lane to be cut back extensively.
- iii) CA6 – VAS near Wheatsheaf to be inspected by manufacturers in August 2024 as unit is obsolete.
- iv) CA7 – Closed as site meeting undertaken and additional tasks ongoing with TWC.
- v) CA9 – TWC will be correcting the NAL socket inserts to fit solar SID's onto these posts.
- vi) CA10 – Awaiting Pave Lane highways improvements invoice to identify if funds are available to match fund a "Find and Fix" scheme with Cllr Eade.

### 24/25.30 Declaration of the General Power of Competence

It was **RESOLVED** that the council certifies itself as eligible under the Localism Act 2011 s8 that the council meets the necessary criteria for the (General Power of Competence) (Prescribed Conditions) Order 2012. The criteria being that the Clerk is CiLCA qualified and that 5 of 7 Councillors were elected at the time of the most recent local elections.

### 24/25.31 Reports from West Mercia Police

None.

### 24/25.32 Reports from Telford & Wrekin Council

No reports.

**24/25.33 Reports from Parish Councillors**

Cllr Mattison – Received a phone call from a resident who felt we should be advertising ourselves better to the community given that a Newport Borough Councillor opened an event at Woodcote House rather than a Councillor from this parish council, members felt that the parish council is already advertised and known well in the area.

Idverde have stopped emptying the two bins installed by the parish council along Pave Lane, these are currently being emptied by Councillors but will need to be looked into in the near future.

Cllr Page – Malcolm Bennett will be standing down as Chairman of C&CA Village Hall Committee, he has done the role for 8 years and helped shape the future of the village hall so much. Members agreed to send a letter of thanks to Malcolm.

The planters have been replanted for the summer, with thanks to Oliver Needes and Bloomsbury Nurseries.

Attended a SALC meeting last week where it was reported that SALC are looking at fees charges to parish and town councils for membership and looking into their constitution. Kelly Walker and Craig Bethol from the Community Resource were in attendance, and they are looking into rural housing enablement and wish to boost the supply of rural housing, information to be sent through, they also run an oil buying scheme.

Cllr Askin – Complaints received from residents regarding a local property off Pave Lane. Noise concerns throughout the night. There are concerns that the 1-2-1 care conditions as detailed in the original planning application are not being complied with. Agreed to contact planning enforcement, police and encourage residents to contact environmental health.

Cllr Magosfalvi – Raised concern riding bikes using A518, this continues to be an unsafe location due to the absence of a footpath/cycle path. This is potentially being looked at through the Talia Homes development off Station Road.

**24/25.34 Correspondence**

None.

**24/25.35 Road Safety Scheme**

Cllr Page and the Clerk met with A. Kurta-Carlidge from TWC 9<sup>th</sup> July 2024 to review the works carried out on Pave Lane. A full walkthrough was undertaken with the approved plans and all requested works have been completed.

Some hatching was not possible to do the small space available between the kerbing and lining, thus the Parish Council will not be charged for this work.

It was identified that central white lining could be made clearer to compliment the hatching which on inspection was making a noticeable difference to driver behaviour. A request to “Find and Fix” has been made to TWC for this lining to be carried out and Cllr Eade has indicated that he may be able to financially support this.

Once the final billing for the scheme has been received the PC will be able to review ex-gratia funds remaining to support this Find and Fix scheme to be implemented.

The two new SID posts have been installed, however the pole width cannot sustain a solar SID, the Clerk is seeking advice from TWC on this matter.

**24/25.36 Layby adjacent to The Nook, Pave Lane**

TWC have confirmed that this layby is in their responsibility, and we do have their permissions to fence off the new SID post and conduct a low maintenance flowering scheme, but would need to present proposals to them. Cllr Page to look at obtaining three quotes for these works and once obtained present to council in September 2024 with the view to applying for the Viola EnviroGrant to fund.

**24/25.37 Community Governance Review**

As part of the CGR, TWC are proposing that the Station Road Ward of this parish be moved into Newport TC area and the parish of Chetwynd Aston & Woodcote not to be warded. Moving Station Road Ward would mean that the parish boundary matches the borough boundary which was changed in 2023.

It has been suggested that Chetwynd Aston and Woodcote Parish Council be merged with Church Aston Parish.

The parish council will submit a response to the current consultation to request that our parish council remains the same, our local history must be protected by maintaining our parish and our services as they are.

Agreed that we contact Newport Town Council who have previously vested interests in “obtaining” parts of neighbouring parishes to address this CGR with dignity and consideration for our residents.

#### 24/25.38 Newport Library

No further updates.

#### 24/25.39 Planning

- i) Members considered the following applications and listed their comments as follows:

Applications/enquiries to be considered;	CAWPC response
<b>TWC/2024/0534</b> - Stockton Grange Farm, Stockton, Newport, Shropshire, TF10 9BA Creation of a vehicular access track (Retrospective)	Support
<b>TWC/2024/0549</b> - Site of Moreton Brook Cottage, Moreton, Newport, TF10 9DX Change of use from agricultural land (Use Class B) to a pet crematorium (Sui Generis)	Support

- ii) Members noted the following applications decided/withdrawn since the last meeting.

Applications decided/withdrawn since last meeting;	CAWPC Response	Decision
<b>TWC/2024/0328</b> - The Old Smithy, 20 Chetwynd Aston, Newport, TF10 9LJ Erection of a single storey link from dwelling to existing outbuilding following conversion to a gym/playroom	No objection	Refused
<b>TWC/2024/0208</b> - Yard, Pave Lane Farm, Pitchcroft Lane, Woodcote, Newport. Erection of a 1no. storage and distribution building following demolition of existing building	Concerns raised with relation to road safety.	Granted

- iii) There were no updates in relation to the Local Plan Review at present.
- iv) There were no relevant updates on the Bloor Homes and Tilia Homes developments at present.
- v) Members reviewed enforcement cases relevant to this parish.

#### 24/25.40 Financial Reports

- i) Members reviewed the latest banking statements and bank reconciliation prepared by the Clerk and confirmed that they were happy that the reconciliation had been accounted for correctly. These statements bring the councils adjusted balances to the 11<sup>th</sup> July 2024 at £20,569.82. Two members were randomly nominated by the Clerk to sign of the master copies of these statements.

Members reviewed the invoices and approved the following receipts and payments:

Receipts to note;

Date Paid	Details	Ref	Account
02/04/2024	Precept	R1	£6,000.00
15/04/2024	Donation to 5K run	R2	£500.00
30/04/2024	Donation to 5K run	R3	£100.00
09/05/2024	VAT reclaim for 2023-24	R4	£2,517.98
24/05/2024	Donation to 5K run	R5	£100.00
04/07/2024	Donation for flower planters	R6	£800.00
<b>TOTAL</b>			<b>£10,017.98</b>

Payments to approve;

Date	Details	Ref	Statutes	Account
29/05/2024	Wheatscheaf Inn reclaim	P22	LGA 1972 s112	£149.00
02/07/2024	PAYE	P23	LGA 1972 s112	£82.20
02/07/2024	Salary	P24	LGA 1972 s112	£329.64
02/07/2024	Watering and flowering	P25	LGA 1972 s137	£625.00
02/07/2024	Flowers for planters	P26	LGA 1972 s137	£307.50
02/07/2024	Staff expenses for Q1	P27	LGA 1972 s112	£98.70
06/08/2024	PAYE	P28	LGA 1972 s112	£82.20
06/08/2024	Salary	P29	LGA 1972 s112	£329.64
<b>TOTAL</b>				<b>£2,003.88</b>

- ii) Members carried out a review of the quarterly budget statements. Appendix A.
- iii) Members reviewed three quotes for installing a new public access defibrillator in Chetwynd Aston, it was **RESOLVED** to purchase a defibrillator and cabinet from DefibShop subject to permission being obtained from the proprietors of Norwood House.

#### This meeting finished at: 20:39

These minutes are to be considered as a draft form until signed at the next appropriate meeting, the signed copy will be retained by the Parish Council.

Signed: ..... Dated: ...../...../.....

Next meeting: 25<sup>th</sup> September 2024, 7:30pm at Church & Chetwynd Aston Village Hall

#### Agreed actions from this meeting;

Minute item:	Action:	Owner:
24/25.33	Send letter of thanks to Mr M Barnett	Clerk/Chair
24/25.33	Inform planning enforcement and police about property off Pave Lane due to noise and care concerns	Clerk
24/25.36	Obtain three quotes for landscaping of layby off Pave Lane	Cllr Page
24/25.37	Submit response to CGR	Clerk
24/25.37	Write to Newport TC	Clerk
24/25.40	Purchase new defibrillator for Norwood House and secure permission	Clerk/Cllr Askin

## Appendix A

## Chetwynd Aston & Woodcote Parish Council

### 2024-25 Budget Monitoring Statements

#### RECEIPTS

Code	Title	2023-24	2024-25	2024-25	2024-25	2024-25
Income		Actual	Budgeted	Actual	Forecast	TOTAL
	Bank Interest	£0.00	£0.00	£0.00	£0.00	£0.00
	Grants	£2,925.00	£500.00	£0.00	£0.00	£0.00
	Other income	£407.88	£0.00	£1,500.00	£15,000.00	£16,500.00
	Precept	£10,000.00	£12,000.00	£6,000.00	£6,000.00	£12,000.00
	VAT reclaim	£578.60	£1,000.00	£2,517.98	£237.49	£2,755.47
	<b>SUB TOTAL</b>	<b>£13,911.48</b>	<b>£13,500.00</b>	<b>£10,017.98</b>	<b>£21,237.49</b>	<b>£31,255.47</b>

#### PAYMENTS

	2023-24	2024-25	2024-25	2024-25	2024-25
Administration	Actual	Budgeted	Actual	Forecast	TOTAL
Insurance	£197.47	£250.00	£201.75	£0.00	£201.75
Audit & professional fees	£614.75	£100.00	£75.00	£0.00	£75.00
Elections	£280.00	£0.00	£0.00	£0.00	£0.00
Room hire	£130.00	£100.00	£0.00	£100.00	£100.00
Staff costs	£5,325.96	£5,238.60	£2,059.20	£2,882.74	£4,941.94
Staff expenses	£347.49	£400.00	£98.70	£300.00	£398.70
Stationary	£0.00	£100.00	£0.00	£100.00	£100.00
Subscription fees	£379.44	£400.00	£360.35	£35.00	£395.35
<b>SUB TOTAL</b>	<b>£7,275.11</b>	<b>£6,588.60</b>	<b>£2,795.00</b>	<b>£3,417.74</b>	<b>£6,212.74</b>
<b>Training</b>	<b>Actual</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Forecast</b>	<b>TOTAL</b>
Training fees	£297.50	£150.00	£0.00	£0.00	£0.00
<b>SUB TOTAL</b>	<b>£297.50</b>	<b>£150.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Projects</b>	<b>Actual</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Forecast</b>	<b>TOTAL</b>
Planting schemes	£1,840.69	£2,000.00	£939.60	£1,060.40	£2,000.00
Public Realm	£842.29	£0.00	£0.00	£0.00	£0.00
Road safety schemes	£0.00	£0.00	£0.00	£15,000.00	£15,000.00
Events	£1,084.00	£1,500.00	£1,140.52	£0.00	£1,140.52
Defibrillators	£0.00	£2,250.00	£0.00	£2,250.00	£2,250.00
SID's	£0.00	£250.00	£0.00	£0.00	£0.00
<b>SUB TOTAL</b>	<b>£3,766.98</b>	<b>£6,000.00</b>	<b>£2,080.12</b>	<b>£18,310.40</b>	<b>£20,390.52</b>
<b>Grants</b>	<b>Actual</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Forecast</b>	<b>TOTAL</b>
Community grants	£0.00	£500.00	£0.00	£500.00	£500.00
<b>SUB TOTAL</b>	<b>£0.00</b>	<b>£500.00</b>	<b>£0.00</b>	<b>£500.00</b>	<b>£500.00</b>
<b>TOTAL PAYMENTS</b>	<b>£11,339.59</b>	<b>£13,238.60</b>	<b>£4,875.12</b>	<b>£22,228.14</b>	<b>£27,103.26</b>