



**Donnington & Muxton Parish Council Turreff
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FULL COUNCIL MEETING

Minutes of the **Council Meeting** held at Turreff Hall, Donnington on 12th January 2026 commencing at 7pm.

Present: Councillors F Doran (Chairman), I Alexander, , L Dugmore, N Dugmore, Z Harrison, T Hoof, J Gough, R Overton, S Randhawa, O Vickers and J Urey.

In attendance: L Jakeman (Locum Clerk), A Clarkson (Deputy Clerk/Events Officer) and 2 members of the public.

Absent : Councillors R Coates and L Vickers.

26/01/147 Apologies:

Apologies were noted from Councillor L Vickers.

26/01/148 Declaration of Interest:

Nil.

25/12/149 Public Session:

There being no members of the public wishing to make representations, the meeting moved on to the next agenda item.

26/01/150 Minutes:

To approve the Minutes of the following meetings of the Council:

- a. Council meeting held on 8th December 2025.
- b. Staffing Committee meeting held on 15th December 2025.

Resolved – that the minutes of both Council meeting held on 8th December 2025 and the Staffing Committee meeting held on 15th December 2025 be approved and signed by the Chairman as a true and accurate record.

26/01/151 Matters Arising from Minutes:

Members noted an update in the form of a report from the locum clerk.

26/01/152 Expenditure/Payments Transactions:

Each Councillor received a copy of the Expenditure/Payments Transactions for December 2025.

Resolved – That the Expenditure/Payments Transactions for December 2025, (total £49,077.93) be approved for payment.

26/01/153 Income/Receipts Received:

Each Councillor received a copy of the Income/Receipts Report for December 2025.

Resolved – To note and ratify that the Income/Receipts Report for December 2025 (total receipts being £3,608.51

26/01/154 Bank Reconciliation:

Each Councillor received a copy of the Bank Reconciliation as of 31st December 2025.

Resolved To approve the Bank Reconciliation as of 31st December 2025, summarised below:

Petty Cash	£35.00
Lloyds General A/C	£72,313.28
Lloyds Salaries A/C	£5960.76
Nationwide	£79,656.64
Co-op	<u>£33,562.89</u>
TOTAL	191,528.57

26/01/156 Shropshire County Pension Fund:

Members noted receipt of the 31 March 2025 Actuarial Valuation preliminary results. Members to note that the employer contribution for the next 3 years (1 Apr2026 to 31 Mar 2029) have been set/proposed to be 11.9%.

Resolved – : to approve the employer contributions and authorise the Chair to sign the Employer Declaration (required by the LGPS) on behalf of the Council.

26/01/157 West Mercia Police Community Charter.

Members considered correspondence from the Police & Crime Commissioner to identify the Parish Council's preferred policing priorities for the coming months from a drop-down menu provided.

Resolved that the 3 priorities be set as

- Off Roothing
- Anti-Social Behaviour
- Other Traffic Offences

Members were asked to email the locum clerk regarding and additional comments that expand on the 3 priorities, in order that they be included as comments to accompany the formal list of agreed priorities

26/01/158 Streetlighting.

To consider a quote for the repair of 3 x streetlights.

RESOLVED to instruct the locum clerk to review the current street lighting contract to ensure value for money is being obtained and that need for the works is suitably justified before the Council could make a final decision.

Clerk's Note: The three streetlights have been identified as being in need of having some works undertaken are located at:

- *St Georges Road, Donnington Wood – outside number 11*
- *Muxton Lane, Muxton – outside number 112*
- *Stanall Drive, Muxton*

Total cost for the 3 repairs is £2,993.20.

26/01/159 Community Action Team (CAT) Action Plan December 2025

Members noted receipt of the December 2025 CAT Action Plan. Members further noted that the locum clerk is shortly due to meet with the CAT to gain a better understanding of the contract and deliverables.

26/01/160 Donnington & Muxton Parish Council Budget and Precept FY 2026/27.

Members received a brief from the Chair of the Finance Committee (Cllr O Vickers) and a copy of a proposed budget and level of precept recommended by the Finance Committee at its meeting on 17th November. *(Summary Budget Below).*

(Clerk's Note: Members had been presented with an amended draft budget at the meeting which included the deletion of the expenditure an income lines for a community navigator role, the removal had no impact on the level of the precept as both were for the same amount and in effect a contra entry)

RESOLVED

- a. To approve summary budget for FY 2026/27. *(Precept of £303,693, Band D Equivalent of £68, percentage increase of nil)*

AND

- b. That a precept be issued requiring Telford & Wrekin Council to pay Donnington and Muxton Parish Council £303,693 *(Three hundred and three thousand and six hundred and ninety-three pounds)* to meet its expenditure for the financial year 2026/27.

Donnington & Muxton Parish Council Approved Budget 12 Jan 2026 for FY 26/27

Code	Title	Agreed Budget 26/27
Parish		
Income		
600	Precept	£303,692.76
601	Interest - Nationwide	£1,000.00
602	Co op, Lloyds Interest	£0.00
603	VAT claim	£16,000.00
604	Miscellaneous/Grants	£2,500.00
605	Community Fund	£0.00
606	Christmas Festival	£1,000.00
607	Navigator Post (removed from 1st Draft)	
Subtotal		324192.76
Expenditure		
98	Staff Costs Employee Gross Pay	£88,692.00
99	Staff Costs Employers Pay	£32,945.67
100	Navigator Post (removed from 1st Draft)	
101	Redundancy	£10,000.00
106	Postage	£120.00
107	Stationery	£600.00
108	Subscriptions	£3,500.00
109	Insurance	£1,500.00
110	Advertising	£250.00
111	Chair's Allowance	£0.00
112	Grants	£2,000.00
113	Council Meetings	£50.00
114	Elections	£3,000.00
115	Match Funding	£1,000.00
116	Bank Charges	£300.00
117	Sum Up fees	£10.00
118	Legal Expenses	£500.00
119	Audit Fees	£1,600.00
120	Computers/IT/Telephones	£5,500.00
122	Photocopying	£1,000.00
123	Staff Training	£1,500.00
124	Newsletter	£3,000.00
125	Website	£750.00
126	Neighbourhood Plan	£0.00
127	Councillor's Expenses	£100.00
128	Community Events	£6,300.00
129	Christmas Events	£10,500.00
130	Miscellaneous	£2,500.00
131	Community Fund	£0.00
132	Defibrillator Maintenance	£700.00
133	Youth Club	£2,000.00
134	GDPR and DPO	£47.00
135	Climate Emergency	£0.00
136	Payroll	£400.00
137	Neighbourhood Enforcement Officer	£17,305.00
138	Chairmans Fund	£400.00
Subtotal		198069.67

Cordingley Hall**Income**

700	Lease	9000.00
701	Miscellaneous Income	
	Subtotal	9000.00

Expenditure

200	Insurance	1350.00
201	General Repairs	500.00
	Subtotal	1850.00

Turreff Hall**Income**

800	Lettings	16000.00
	Subtotal	16000.00

Expenditure

305	Insurance	£355.00
306	Advertising	£200.00
307	Refund of Deposits/Bar	£1,600.00
308	Water	£2,500.00
309	Electricity	£2,000.00
310	Gas	£3,400.00
311	Alarm Maintenance	£1,500.00
312	General Repairs & Services	£1,500.00
313	Improvements	£3,000.00
314	Cleaning	£14,000.00
315	Miscellaneous	£1,000.00
316	Cleaning Products	£200.00
317	Keyholder Cover	£2,500.00
318	Council Tax	£350.00
	Subtotal	34105.00

Environment**Income**

900	Miscellaneous	
901	Donnington Allotments	750.00
	Subtotal	750.00

Expenditure

400	Allotments (Donnington)	£750.00
401	Tree Management	£3,000.00
	<u>Bus Shelters</u>	
402	Maintenance/Vandalism	£250.00
403	Cleaning	£2,060.00
404	Insurance	£165.00
	<u>Donnington Toilets</u>	
405	Maintenance/Vandalism	£500.00
406	Cleaning	£6,800.00
407	Insurance	£175.00
408	Cleaning Materials	£100.00
409	Electricity	£1,100.00
410	Water	£2,400.00
	<u>General</u>	
411	General Maintenance	£1,200.00

412	Planters on Parade	£3,700.00
413	Grass Cutting	£5,300.00
414	Container Insurance	£1.10
415	War Memorials	£3,500.00
416	SIDS	£6,000.00
	<u>Street Lighting</u>	
422	Streetlighting Costs	£29,000.00
423	Christmas lights	£27,000.00
424	Upgrades/Additional works	£6,000.00
	Subtotal	99001.10

Library Income

1000	Miscellaneous	1000.00
	Subtotal	1000.00

Expenditure

500	Insurance	£64.00
501	Electricity	£1,200.00
502	Gas	£3,200.00
503	General Repairs	£100.00
504	Miscellaneous	£200.00
505	Photocopier	£500.00
506	Council Tax	£310.00
507	Water Rates	£680.00
	Subtotal	6254.00

Reserves

Earmarked Reserves		
	Match funding	
	Elections	
	Community Fund	
	Library fund	
	Health & Wellbeing	
	Donnington War Memorial Donations	
	Waste Bins	
	Blackberry Bushes	
	Dragon Fly Play Area	
	Hedgerow Heros	
	Christmas Lights - The Humbers	
	Muxton War Memorial	
	VE Day	
	Stay & Play Group	
	Muxton Spring fair	
	Subtotal	0.00

Total Income	350942.76
Total Expenditure	339279.77
Total Net Balance	11662.99

26/01/161 Agenda Items for the Next Council Meeting

Cllr Urey advised that she would wish to bring forward an agenda item regarding the purchase of additional grit bins.

26/01/162 Date of Next Meeting

Noted that the next Council meeting will be held on Monday 9th February 2026 at Turreff Hall, Donnington commencing at 7pm.

26/01/163 Exclusion of the Press and Public

Resolved: That Under the Public Bodies (Admission to Meetings) Act 1960 S1(2) and under Section 100(A) of the Local Government Act 1972, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.

26/01/164 Staffing

Clerk recruitment. Members considered a confidential report and recommendations from the Clerk Recruitment Panel.

Resolved to accept, in general terms, the recommendations of the confidential report and noting that the staffing committee should meet to identify an appropriate course of action.

Meeting Closed at 8pm

Signed:

Date: