

Donnington and Muxton Parish Council
Minutes of the Annual Council Meeting held at Turreff Hall
on 8th May 2017

Present: Councillors: Mrs L M Dugmore, N A Dugmore, Mrs L A Edwards, M B Edwards, Mrs R Gregory, J Lavery, A Lawrence, C Mason, V Rainsford and J Thompson.

Also Present: R Morgan (Parish Clerk), WPC N Scott, K Buttress and Mrs J Earl.

17/05/01 Chairman of Council

Nominations were requested for Chairman of this Parish Council for the forthcoming year 8th May 2017 to May 2018. Councillor J Lavery was nominated by Councillor J Thompson and seconded by Councillor C Mason. Councillor M Edwards was nominated by Councillor N Dugmore and seconded by Councillor A Lawrence.

Resolved - that the Chairman for the forthcoming year 8th May 2017 to May 2018 is Councillor M Edwards and that the Declaration of Acceptance of Office of Chairman is signed.

17/05/02 Vice-Chairman of Council

Nominations were requested for Vice-Chairman of this Parish Council for the forthcoming year 8th May 2017 to May 2018. Councillor J Lavery was nominated by Councillor J Thompson and seconded by Councillor C Mason. Councillor A Lawrence was nominated by Councillor V Rainsford and seconded by Councillor N Dugmore.

Resolved - that the Vice-Chairman for the forthcoming year 8th May 2017 to May 2018 is Councillor A Lawrence.

17/05/03 Apologies: Councillors Mrs E A Clare and D Hayward.

Resolved – that the apologies are accepted.

17/05/04 Declaration of Interest: As per Register. Also Councillor J Thompson – Item 17/05/19 and C Mason – Item 17/05/10c

17/05/05 Minutes

To confirm the following Minutes of the Council's meetings:

- a. Council Meeting of 10th April 2017.

Resolved - that they are confirmed and signed as a true record.

17/05/06 Matters Arising from Minutes

Councillors received updated information regarding the following:

Tree Wardens – Councillors were informed that, to date, no volunteers had come forward to the Parish Council requesting to be Tree Wardens.

Traffic Calming Wellington Road, Muxton – The Clerk informed those present that the consultation regarding the proposed Speed Cushions was due to finish on Friday 12th May 2017.

However, suggestions had been made by a local resident to install road width restrictions/build outs which would be cheaper than the proposed cushions and probably more effective.

Flooding Wellington Road, Donnington – the Clerk informed Councillors that the work to prevent the flooding along Wellington Road would commence in November and not July as previously stated. This was because, having undertaken some investigative work, Severn Trent Water has had to change its plans and divert the water through drains elsewhere. The Clerk was asked to write to the Company requesting that they carry out the work to the previous timetable as residents have been waiting for some time now for this problem to be addressed.

17/05/07 Appointment of Members to Standing Committees

The following Committees and their members were appointed.

Planning

Councillors: Mrs L Dugmore, Mrs L A Edwards, Mrs R Gregory, J Lavery, V Rainsford and J Thompson.

Staff and Personnel

Councillors: Mrs L Dugmore, N Dugmore, Mrs R Gregory, J Lavery and J Thompson.

Library Committee

Councillors: Mrs E A Clare, Mrs L Dugmore, N Dugmore, J Lavery, V Rainsford and J Thompson.

Resolved - that under Local Government Act (LGA) 1972 s101 the above Committees be arranged for the discharge of functions on behalf of the Parish Council and that the above Councillors be elected onto these Committees. The Chairman and Vice Chairman are ex-officio members of all Committees except Staff and Personnel. The Chairman is not an ex-officio member of the Staff and Personnel Committee.

17/05/08 Appointment of New Committees

Councillors considered the requirement for the appointment of new committees.

Resolved – not to have any additional committees.

17/05/09 External Organisations

To appoint Councillors as representatives of the Parish Council on the following external organisations:

- a. Wrekin Area Committee – Councillor Mrs L M Dugmore
- b. Shropshire Playing Fields Association Executive Committee – Councillor J Lavery.
- c. Telford Sports Forum – Councillor J Lavery.
- d. Bus User Group – Councillors C Mason and V Rainsford.

- e. Donnington Partnership – Councillor J Thompson (Reserve Councillor N Dugmore).
- f. Granville Country Park Management Committee – Councillor N Dugmore.
- g. Snow Liaison Officers:
 Donnington East – Councillor Mrs R Gregory
 Donnington West – Councillor J Lavery
 Muxton – Councillor V Rainsford
 The Humbers – Councillor Mrs L Edwards
- h. Community Emergency Co-ordinator – Councillor M Edwards.

Resolved - that the above Councillors represent the Parish Council on these external organisations and that the Clerk contacts the organisations to ensure that they still exist and that the details of the organisations are current.

17/05/10 Affiliation/Membership to other organisations

Councillors reviewed the Council's membership to the following organisations:

- a. The Shropshire Association of Local Councils (SALC).
Resolved - to renew the Parish Council's membership to the Shropshire Association of Local Councils at a cost of £1,953.22.
- b. Telford Sports Forum.
Resolved - to renew the Parish Council's membership to the Telford & Wrekin Sports Forum at a cost of £10 per annum.
- c. Shrewsbury and Newport Canals Trust.
Resolved - to renew the Parish Council's membership to the Shrewsbury and Newport Canals Trust at £20 per annum.

17/05/11 Meetings 2017/2018

Each Councillor received a draft copy of dates proposed for forthcoming meetings for 2017/2018.

Resolved – that the timetable for the forthcoming meetings for 2017/2018 is accepted.

17/05/12 Expenditure Transactions

Each Councillor received a copy of the expenditure transactions for March 2017.

Resolved – that the expenditure transactions for March 2017 are accepted as a true record.

17/05/13 Income Report

Each Councillor received a copy of the Income Report for March 2017.

Resolved – that the Income report for March 2017 is accepted as a true record.

17/05/14 Bank Reconciliation

Each Councillor received a copy of the bank reconciliation as at 31st March 2017.

Resolved – that the bank reconciliation as at 31st March 2017 is accepted as a true record.

17/05/15 Financial Budget Comparisons

Each Councillor received a copy of the financial budget comparisons as at 31st March 2017.

Resolved – that they be confirmed and signed as a true record.

17/05/16 Signatories for Bank Accounts

Councillors discussed the appointment of signatories for the Co-operative Bank, the Halifax Bank of Scotland, Nationwide Business Savings Account and Lloyds Bank Accounts.

Resolved – that the Signatories for the Parish Council’s Co-operative Bank, the Halifax Bank of Scotland, Nationwide Business Savings Account and Lloyds Bank Accounts remain as unchanged.

17/05/17 Payments by Direct Debits

Each Councillor received a copy of a list of service/utility providers paid by way of Direct Debit by this Parish Council.

Resolved - to ratify the continuation of paying the service providers listed by Direct Debit.

17/05/18 Councillor Allowances

Councillors discussed the continued payment of allowances to Councillors.

Resolved – that under the Local Authorities (Members’ Allowances) (England) Regulations 2003 s25 this Parish Council continues paying allowances to its Councillors.

17/05/19 Advertising Turreff Hall

Councillors discussed the continued advertising of Turreff Hall in the production programmes of The Little Theatre Donnington at a cost of £125 per annum.

Resolved – to continue advertising in the programmes of The Little Theatre Donnington at a cost of £125 per annum (LGA 1972 s144). The Clerk informed Councillors of forthcoming productions. The Clerk was also asked to advertise the library in Telford & Wrekin Council’s newsletter and on notice boards.

17/05/20 Council Policies

Councillors were requested to review the following policies for this Council:

a. Standing Orders

Resolved – that the Standing Orders are adequate for this Parish Council.

b. Financial Regulations

Resolved – that the Financial Regulations are adequate for this Parish Council.

17/05/21 General Power of Competence

The three conditions for eligibility for the Parish Council to exercise the General Power of Competence are as follows:

Resolution: the Council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the Clerk.

Electoral Mandate: at the time the resolution is passed, at least two-thirds of the council must hold office as a result of being declared elected (i.e. not co-opted).

Qualified Clerk: at the time that the resolution is passed, the Clerk must hold a recognised professional qualification (e.g. Certificate in Local Council Administration, Certificate of Higher Education in Local Policy) **AND** pass the 2012 CiLCA module relating to the general power of competence.

Resolved – as a result of satisfying the above criteria the Parish Council, from 8th May 2017 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, adopts the General Power of Competence.

17/05/22 Street Lighting

Councillors discussed the options of either having a 12 year commitment for street lighting charges or have the flexibility to use the service without 12 year commitment.

Resolved – that the Clerk enquires if it would be possible to have a five year commitment for street lighting charges as it deemed twelve years to be too long for this Council to commit to.

17/05/23 Neighbourhood Plan

The Clerk informed Councillors that the grant application for a Neighbourhood Plan had been submitted and reminded Councillors that the closing date for consultation for the Application for the designation of the Donnington and Muxton Parish Council area as a neighbourhood area closes on Friday 19th May 2017.

17/05/24 Donnington and Muxton Youth Council

The Clerk informed Councillors that events were being held to increase interest and awareness of the proposal to create a Donnington and Muxton Youth Council with the prospect of holding elections for the Youth Council in September 2017. Councillor Mrs L Dugmore stated that she would attend the next meeting of the Steering Group scheduled for Thursday 18th May 2017.

17/05/25 Meeting Room

Councillors considered creating an “informal” meeting room in the old Parish Council office by purchasing chairs and hiring the room out for meetings. The Clerk informed Councillors that he had managed to obtain collapsible “board room” style tables from another Parish Council so that the room could be used for both purposes.

Resolved – that the Clerk investigates the cost of purchasing items to create an informal style meeting room/board room.

17/05/26 Play Area Saltwell’s Drive, Muxton

Councillors discussed erecting a fence to prevent dog fouling occurring on the football pitch at Saltwell’s Drive.

Resolved – that the Clerk investigates the cost of fencing off the football pitch and report back to Council.

17/05/27 Playing Fields

Councillors discussed the unacceptable level of dog fouling on playing fields throughout the Parish and Borough. With groups teaching three year olds football it was becoming unacceptable to continue to allow dog fouling on football pitches. Councillors suggested that in other parts of the country sand pit areas had been provided specifically for dogs.

Resolved – that the Clerk writes to Telford & Wrekin Council highlighting this Council's concerns regarding the unacceptable level of dog fouling on the playing fields in Telford and request that laws are put in place whereby dogs must be kept on leads on playing fields. The Clerk was also asked to invite the Borough Council's dog warden to this Council's next meeting and inform residents that dog bags are available free from Donnington and Muxton Community Library and the Lifelong Learning Centre.

17/05/28 Chairman's Chain of Office

Councillors considered purchasing a Chain of Office for this Council's Chairman and discussed quotes received.

Resolved – to purchase a silver Chain of Office from Lloyds Jewellers, Wellington to be paid for from Capital funds and not from any Council precept.

17/05/29 20MPH Speed Limit on Estate Roads

Councillors discussed the installation of 20MPH Speed limits on estate roads throughout Telford. Councillor C Mason stated that these had recently been implemented in Dawley and Oakengates and would benefit Donnington as it has three schools. Concerns were raised as to how enforceable the speed limits were but even if it proved difficult at least it would make the majority of drivers slow down.

Resolved – that the Clerk writes to Telford & Wrekin Council requesting that 20 MPH Speed limits are implemented on all estate roads in this Parish.

17/05/30 Annual Report

Each Councillor received a copy of the Annual Report for 2016/2017.

Resolved – to accept the Annual Report for 2016/2017.

17/05/31 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 12th June 2017 commencing at 7pm at Turreff Hall, Donnington. Items to be discussed will include the approval of Accounts for the Annual Return 2016/2017.

The meeting closed at 2030hrs.

Signed:

Date: