



Donnington and Muxton Parish Council

Turreff Hall, Turreff Avenue, Donnington, Telford, TF2 8HG

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To All Members of this Parish Council

5th June 2017

Dear Councillor,

You are summonsed to attend a meeting of the
Full Council on Monday 12th June 2017 at 7pm
At Turreff Hall, Donnington

AGENDA

17/06/32 Apologies

To accept the apologies of those unable to attend.

17/06/33 Declaration of Interest

To declare a personal or pecuniary interest in any item on the agenda.

17/06/34 Public Session

There will be 15 minutes allowed for questions to the Chair from Members of the Public.

17/06/35 Minutes

To confirm the following Minutes of the Council:

- a. Planning Committee meeting held on 8th May 2017.
- b. Annual Parish Meeting held on 8th May 2017.
- c. Annual Council Meeting held on 8th May 2017.

17/06/36 Matters Arising from Minutes

To enable Councillors to receive updated information of actions contained in the Minutes thereof.

17/06/37 Expenditure Transactions

To receive and accept the Expenditure Transactions for April 2017.

17/06/38 Income Received

To receive an income report as for April 2017.

17/06/39 Financial Budget Comparisons

To receive the financial budget comparisons as at 30th April 2017.

17/06/40 Bank Reconciliation

To receive the bank reconciliation as of 30th April 2017.

17/06/41 Accounts and the Annual Return (See separate Accounts information enclosed)

a. Annual Return

To complete the Annual Governance Statement.

To confirm the Statement of Accounts.

To receive the Annual Internal Audit Report.

- To receive and sign the Accounts – Supporting Notes
- To receive the Explanation of Variances.
- b. Bank Reconciliation Details
 - To receive the Bank Reconciliation at 31st March 2016
 - Copy of Halifax Bank of Scotland Account Closing Balance.
 - Copy March Co-op Bank Statement.
 - To receive the March accounts package reconciliation.
- c. Internal Audit
 - To receive report from Internal Auditor, Atwal Harjinder detailing internal audit visits.
- d. End of Year Accounts
 - To receive and sign the Consolidated Balance Sheet.
 - To receive the Income and Expenditure Account.
 - To receive the Financial Statement
 - To receive the Opening Receipts in advance, Closing Receipts in advance, Opening Debtors, Closing Debtors.

17/06/42 Quiet Lane designation for Muxton Lane, Muxton

To discuss the cost implications involved in designating the top end of Muxton Lane as a “Quiet Lane”.

17/06/43 Summer Activities

To consider contributing additional funding to BeActive to help run extra sessions during the summer holidays in Muxton and Donnington.

17/06/44 Neighbourhood Plan

To receive an update on the progress of the Neighbourhood Plan.

17/06/45 Agenda Items for the Next Council Meeting

To ask Councillors if they have any items for discussion which they wish to have placed on the agenda for the next Council meeting.

17/06/46 Date of next meeting

To inform Councillors that the next Council Meeting will be held on Monday 10th July 2017 at the Lifelong Learning Centre (Donnington Community Hub), Donnington commencing at 7pm.

Yours faithfully,

Ralph L Morgan
Clerk to the Parish Council