

DONNINGTON AND MUXTON PARISH COUNCIL

Minutes of the Council Meeting held at Turreff Hall, Donnington on 12th June 2017

Present: Councillors: M Edwards (Chairman), Mrs E A Clare, Mrs L Dugmore N Dugmore, Mrs L Edwards, Mrs R Gregory, D Hayward, J Lavery, C Mason, V Rainsford and J Thompson.

Also Present: R Morgan (Parish Clerk) and D Thompson.

17/06/32 Apologies: Councillor A Lawrence.

Resolved – that the apology is accepted.

17/06/33 Declaration of Interest: As per Register.

17/06/34 Public Session

Mr D Thompson informed Councillors that the footpath between Fieldhouse Drive and Wellington Road, Muxton is covered in litter. The Clerk informed Mr Thompson that he had already reported this to the Borough Council as another member of the public had raised the issue with him. The Clerk would chase this matter up with Telford & Wrekin Council. Councillor J Thompson also stated that the alleyway between Furnace Lane, Trench and James Way, Donnington was in a poor condition with poor lighting.

The Chairman thanked everyone for their comments.

17/06/35 Minutes

To confirm the following Minutes of the Council:

- a. Planning Committee meeting held on 8th May 2017.
Resolved - that they are confirmed and signed as a true record.
- b. Annual Parish Meeting held on 8th May 2017.
Resolved - that they are confirmed and signed as a true record.
- c. Annual Council Meeting held on 8th May 2017.
Resolved - that they are confirmed and signed as a true record.

17/06/36 Matters Arising from Minutes

Councillors received updated information regarding the following actions contained in the Minutes thereof:

Dog Fouling – The Clerk informed Councillors that an email had been received from Telford & Wrekin Council responding to this Council's enquiry regarding the unacceptable levels of dog fouling on playing fields. It stated that Telford & Wrekin Council can issue Fixed Penalty Notices (FPNs) for Dog fouling under Fouling of Dogs Act 1996 so it will ask the TWS Dog Warden, who has the dedicated powers to issue FPN's to investigate the problem and possibly link this into the Angry Eyes signage as this would complement any issuing of FPN's.

Chairman's Chain of Office – The Clerk informed Councillors that he had ordered the new Chain of Office which should be ready around September 2017.

Saltwell's Drive Play Area – Telford & Wrekin Council is currently obtaining a price for erecting a fence around the football area of Saltwell's Drive Playing Field to prevent dog fouling on the area. However, as it is not a formal football pitch (unlike Broadoaks and Donnington Rec), there is no dedicated budget for such works and would rely on the area officers discretionary budget. It was suggested that it may be a good opportunity for joint Parish & Member funding or possible Pride in Your High Street bid.

Flooding Wellington Road, Donnington – The Clerk informed Councillors that he had contacted Severn Trent Water to request that the flood alleviation scheme is still carried out in June/July 2017. However, due to the scheme being amended and the necessary legislation involved and the time this takes the work is not able to start until November 2017.

Street Lighting Contract – Councillors were informed that it would be possible to have a five year contract with Telford & Wrekin Council's contractors for its street lighting and prices and options will be sent to the Clerk when available.

Seabridge Development Appeal – Councillor V Rainsford informed Councillors that he had represented the Parish Council at the appeal by Seabridge Development Limited against Telford & Wrekin Council's decision to refuse its application to develop 150 dwellings on land at the rear of 74 – 86 Wellington Road, Muxton. Councillor Rainsford wished to complement the young lady, a resident from Muxton whose name he did not know, who had spoken extremely well against the application and who received a round of applause from those attending the meeting.

17/06/37 Expenditure Transactions

Each Councillor received a copy of the Expenditure Transactions for April 2017.

Resolved – that the expenditure transactions for April 2017 are ratified and accepted as a true record.

17/06/38 Income Received

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

Resolved – that the Income Report for April 2017 is ratified and accepted as a true record.

17/06/39 Financial Budget Comparisons

Each Councillor received a copy of the financial budget comparisons as at 30th April 2017.

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

17/06/40 Bank Reconciliation

Each Councillor received a copy of the Bank Reconciliation as at 30th April 2017.

Resolved – that the bank reconciliation as at 30th April 2017 is accepted as a true record.

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

Each Councillor received a copy of the following and informed of their responsibilities:

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.

Details of the Annual Return 2016/2017 were explained and that the onus was on the Members to satisfy themselves that all procedures were being complied with.

Resolved – that the Chairman:

Complete and sign the Annual Governance Statement (Councillors agreed “Yes” to sections 1 to 8 of the Annual Governance Statement. Section 9 is not applicable).

Sign to confirm the Annual Return Statement of Accounts;

Sign the Accounts – Supporting Notes;

Sign the Explanation of Variances;

Sign the Consolidated Balance Sheet.

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

Councillors discussed the cost implications involved in designating the top end of Muxton Lane as a “Quiet Lane” which the Parish Council has been asked to pay for. This is because Telford & Wrekin Council does not have the funding available from the current financial year (17/18) for this scheme and any project which it does put forward would have to be prioritised over a number of other schemes waiting for funding from the next financial year (18/19). There is also a lengthy legal process involved and is by no means a ‘quick fix’ solution.

Resolved – that the Clerk requests that this is added to Telford & Wrekin Council’s programme of works and that the Parish Council may be willing to share the cost of implementing the scheme.

17/06/43 Summer Activities

Councillors discussed a request to contribute additional funding to BeActive to help run extra sessions during the summer holidays in Muxton and Donnington. Each session would cost approximately £85 for a half day or £165 for day of activities.

Resolved – to contribute to holding one full day event per week during the Summer school holidays both in Muxton and Donnington. Funding for this will come from the Community Fund.

17/06/44 Neighbourhood Plan

The Clerk informed Councillors that the consultation agreeing the designated area for the Parish Neighbourhood Plan had finished and only one representation had been received by Telford & Wrekin Council. Officers were now seeking legal advice before a decision is made and the Clerk will receive a letter in the near future regarding the Borough Council's decision. The Clerk also informed Councillors that a grant of £5,525 had been awarded to this Council to help toward the cost of providing a Neighbourhood Plan. This will take the project up to November 2017 after which the Council can re-apply for some additional funding.

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

Councillors requested that the following items be included for discussion on the agenda of the next Council meeting:

Selective Licensing Scheme Consultation

Provision of Defibrillators for Muxton and Donnington Community Hub

Clocktower Roundabout, Donnington – to discuss the weeds on the island, the clock not working and consideration to planting on the roundabout.

Christmas Festival 2017

17/06/46 Date of next meeting

The Chairman informed 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.

The meeting closed at 1955hrs.

Signed:

Date: