

DONNINGTON AND MUXTON PARISH COUNCIL

Minutes of the Council Meeting **held at The Lifelong Learning Centre, Donnington** **on 10th July 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, V Rainsford and J Thompson.

Also Present: R Morgan (Parish Clerk), Angie Astley (Assistant Director - Neighbourhood & Customer Services Telford & Wrekin Council) and Dave Hanley (Service Delivery Manager – Environment and Neighbourhood Services Telford & Wrekin Council), WPC N Scott, PC R Hughes, PCSO J Bowen and PCSO R Sanders (West Mercia Police).

17/07/47 Apologies: Councillor A Lawrence and C Mason.

Resolved – that the apologies are accepted.

17/07/48 Declaration of Interest: As per Register.

17/07/49 Public Session: There were no members of the public present.

17/07/50 West Mercia Police

WPC Scott informed those present that this would be her last meeting as a Police Officer due to her forthcoming retirement. WPC Scott thanked the Parish Council for all its support over the years especially with some of the projects that had been carried out throughout the area. The Chairman presented WPC Scott with gifts as a sign of the Parish Council's appreciation for all the work she had carried out in her role as the Local Beat Manager and in her own time. Councillors wished her all the very best for the future.

WPC Scott then introduced PC R Hughes who provided a brief background history of himself and informed Councillors that Community Policing was where his heart lay and that he wishes to make the community a better place to live. He thanked WPC Scott for handing over an area to him that had relatively low crime. He then introduced PCSO R Sanders who would also be moving to Donnington. She informed Councillors that she had moved from Hadley and Leegomery and that she would like to transfer all her skills and experience to this area.

The Police then left the meeting.

17/07/51 Grounds and Cleansing Contract April 2019

Councillors received a presentation from Angie Astley (Assistant Director - Neighbourhood & Customer Services Telford & Wrekin Council) and Dave Hanley (Service Delivery Manager – Environment and Neighbourhood Services Telford & Wrekin Council) regarding the current Grounds and Cleansing Services contract which ends in March 2019. The following was discussed:

- Explaining the scope of the new service contract
- Explaining the procurement process and timescales up to April 2019
- Exploring current thinking and share local priorities/needs
- Exploring current and future partnership opportunities
- Agreeing an information exchange process

Councillors commented that nowhere in the process did it mention Community Asset Transfer which could help the Borough Council with its management of certain assets and help reduce its costs. Councillors were pleased that it was going to be a 5 + 5 year contract as opposed to the previous 18 year contract which was considered far too long.

When asked about road sweeping in the area, Mr Hanley stated that it was now only carried out along “gritting” routes and only on other roads upon request.

The issues concerning litter picking were also discussed.

Mr Hanley stated that he would keep the Parish Council informed of how the process with the contract renewal is progressing.

17/07/52 Selective Licensing Scheme Consultation

Councillors were informed that a consultation is currently being undertaken by Telford & Wrekin Council regarding a proposed five year Selective Licensing Scheme. Angie Astley, explained to Councillors what the scheme was. It would require all private sector landlords and letting agents in parts of Hadley and Leegomery, Malinslee and Hollinswood, Brookside and Sutton Hill and Woodside to be licensed and comply with a number of conditions including:

- knowing who is living in their properties and getting references for their tenants,
- visiting their properties regularly and ensuring there are regular safety checks done on them,
- and helping the Borough Council and the police deal with any anti-social behaviour involving any tenants or visitors to their properties.

Councillors were disappointed that it only covered these areas and not all of Telford. They were also concerned that this would be an additional burden on landlords and it gave the impression that all landlords are bad. Councillors were also of the opinion that every landlord throughout the UK should be registered and should not just apply to private landlords but Housing Associations as well. Councillors were also concerned about the additional costs this would place on landlords who, ultimately, would pass this on to the tenants.

Ms Astley explained that it was just a consultation at this stage and only applied to private landlords. The Borough Council had already received numerous comments through its consultation process and the reason these areas had been chosen were that they met the criteria set by the Government. Councillors were asked to respond individually to the consultation as everyone has differing opinions.

The Chairman thanked both Ms Astley and D Hanley for attending the meeting.

17/07/53 Minutes

To confirm the following Minutes of the Council:

- a. Planning Committee meeting held on 12th June 2017.
Resolved - that the amended minutes are confirmed and signed as a true record.
- b. Council Meeting held on 12th June 2017.
Resolved - that they are confirmed and signed as a true record.
- c. Planning Committee meeting held on 3rd July 2017.
Resolved - that they are confirmed and signed as a true record.

17/07/54 Matters Arising from Minutes

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

Alleyways – the Clerk informed Councillors that he had reported the issues regarding the footpath between Fieldhouse Drive and Wellington Road, Muxton and between Furnace Lane, Trench and James Way, Donnington. The Clerk had received a reference number for these complaints which should be addressed in the near future.

Election for Muxton – The Clerk informed Councillors that two petitions containing at least ten signatures from members of the electorate calling for an election had been delivered to Telford & Wrekin Council and these were now being checked. If valid then this will trigger the election process commencing with the publishing of the Notice of Election on 20th July 2017 followed by the receipt of nominations by 4pm on Friday 28th July 2017. The process will then go through to the Election itself which will be held on Thursday 24th August 2017.

Fence around Saltwell's Drive football pitch – the Clerk informed Councillors that he had not yet received a price for this and would chase this matter up.

17/07/55 Expenditure Transactions

Each Councillor received a copy of the Expenditure Transactions for:

- a. May 2017.

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

- b. June 2017

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

17/07/56 Income Received

Each Councillor received a copy of the Income Report for:

- a. May 2017.

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

- b. June 2017.

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

17/07/57 Financial Budget Comparisons

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

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

17/07/58 Bank Reconciliation

Each Councillor received a copy of:

- a. The amended bank reconciliations as at 30th April 2017 and 31st May 2017. This is as a result of changing bank accounts to Lloyds bank and the adjustments which have had to be made due to this Council's computer Finance Package.

Resolved – that the amended bank reconciliations as at 30th April 2017 and 31st May 2017 are accepted as a true record.

- b. Bank reconciliation as at 30th June 2017.

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

17/07/59 Appointment of Internal Auditor

Councillors were requested to confirm the appointment of Mrs Harjinder Atwal FFA/FIPA, FMAAT as this Councils Internal Auditor for 2017/2018.

Resolved – that Mrs Harjinder Atwal FFA/FIPA, FMAAT is this Councils Internal Auditor for 2017/2018.

17/07/60 Defibrillators

Councillors discussed the purchase of Defibrillators, one for the area of Fieldhouse Drive/Wellington Road, Muxton and one for the Lifelong Learning Centre, Donnington.

Resolved – to purchase defibrillators for the area of Fieldhouse Drive/Wellington Road, Muxton and for the Lifelong Learning Centre, Donnington. The Clerk is to liaise with shop owners in Muxton to site one at this location.

17/07/61 Clocktower Roundabout

Each Councillor received a copy of the response received from Telford & Wrekin Council regarding complaints made about the weeds on the island and the clock not working. It informed Councillors that engineers are sorting the weeding and cutting at the Clocktower and that arrangements have been made for the clock to be repaired.

17/07/62 Autumn Festival

Councillor Mrs L Dugmore requested that the Parish Council supports the Autumn Festival at Telford Priory School on 30th September 2017. She wished to thank Nicola Casey and her staff for all the help they gave in organising recent Council festivals but felt that they were not entirely for the community. The Head Teacher at Telford Priory School is very keen for the school to be part of the community and it was suggested that the Clerk invites her to the Parish Council working lunches. It could also advertise Donnington and Muxton Community Library, Turreff Hall and the Lifelong Learning Centre at the event.

Resolved – that the Parish Council supports the event and that Councillor Mrs L Dugmore liaises with the Clerk and contacts other local Parish and Town Councils requesting their support with this event.

17/07/63 Solar Panels Donnington and Muxton Community Library

Councillors discussed installing solar panels on the Community library to help reduce electricity costs in the future and were of the opinion that it would be a good investment.

Resolved – to agree to installing solar panels on the Community library in principle and that the Clerk obtains three quotes for a self-funding scheme but to ensure any replacement costs are contained within the price.

17/07/64 Street Lighting

Councillors considered the cost implications of having a five year contract with Prysmian instead of a possible 12 year street lighting contract. The Clerk was asked to clarify if the price provided for year 2019/2020 would be the annual price to the end of the twelve year contract and that the price without a twelve year commitment was actually £9,460.17 per annum for twelve years.

Resolved – that if the 2019/2020 price is the annual price from this year up to the end of the twelve year contract then the Clerk is to proceed with arranging the 12 year contract.

17/07/65 “Quiet Lane”, Muxton Lane

Councillors discussed a recent email regarding the designation of the top end of Muxton Lane as a “Quiet Lane” and its cost implications. As the offer of part paying for the cost of the work involved would not speed up the process, Councillors wished it to remain as part of a programme of works with Telford & Wrekin Council.

17/07/66 Flooding Alleviation Scheme Donnington

Councillor Mrs E A Clare informed Councillors of a meeting recently held with Councillor C Mason, the Clerk and representatives from AMEY, the contractors acting on behalf of Severn Trent Water that would carry out the work required for the proposed flooding alleviation scheme for Donnington. After considering two options it was agreed that the best option/scheme to cause the least amount of disruption would be to carry out work along Park Road, West Avenue, Winifred’s Drive, through the garden of 58 James Way (the occupants of this house are more than willing to allow this) providing an overspill pipe to run through Lawndale and divert water away from Wellington Road toward Trench. The Clerk has written to Severn Trent Water supporting this option and requested that the work is carried out as soon as possible.

It was considered unacceptable to undertake the option of carrying out any work along Wrekin Drive as this would cause severe disruption to the ambulance station, medical practise, pharmacy, local shops and traffic along this busy road, especially at the roundabout at the bottom of Wrekin Drive adjacent to Donnington Police Station. Also, AMEY would have to be on site in the area longer which would extend the length of time of the work and increase cost, as trenches 5 metres deep would have to be dug along Wrekin Drive instead of the 1.5 to 2 metre trenches along the other proposed route.

17/07/67 Flooring Cordingley Hall

Councillors considered a request for the tenants of Cordingley Hall to place a hard wearing resin floor on top of the old wooden floor in the main hall at Cordingley Hall. The floor would be black and white to stay in keeping with the theme that the tenant currently has at the hall.

Resolved – that the Clerk invites Mrs Casey to the next meeting to possibly provide samples of the proposed flooring and to answer questions regarding it.

17/07/68 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:

Neighbourhood Plan and to invite Michael Barker along to the meeting to update Councillors on the process.

Christmas Vouchers.

17/07/69 Date of next meeting

The Chairman informed Councillors that the next Council Meeting will be held on Monday 11th September 2017 at Turreff Hall, Donnington commencing at 7pm.

The meeting closed at 2100hrs.

Signed:

Date: