

DONNINGTON AND MUXTON PARISH COUNCIL

Minutes of the Council Meeting held at Turreff Hall, Donnington on 13th November 2017

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

Also Present: R Morgan (Parish Clerk), Dave Hanley (Service Delivery Manager - Environment & Neighbourhood Services Telford & Wrekin Council), Clare Nelson (Community Learning & Employment Co-ordinator Telford & Wrekin Council) and D Thompson.

17/11/112 Apologies: Councillor Mrs L Edwards.

Resolved – that the apology is accepted.

17/11/113 Declaration of Interest: As per Register. Also Councillors Mrs R Gregory and J Lavery – Item 17/11/117 Grant application from Donnington Partnership Charitable Trust.

17/11/114 Public Session

The Chairman invited comments and/or questions from the members of the public attending the meeting. Mr D Thompson asked why the Council was not giving pensioners residing within the parish £5 Christmas vouchers this year and requested that the Council agrees to set a separate budget for next year for pensioner vouchers.

Mr Thompson was informed that the Council had voted not to have vouchers for pensioners this year but assist organisations that are providing activities/Christmas dinner for those less well off. The budget for Pensioners vouchers is usually included in the grants budget and the Council will be discussing its budgets for 2018/2019 over the forthcoming months.

17/11/115 Parish Environmental Team

The Chairman welcomed Mr Dave Hanley (Service Delivery Manager - Environment & Neighbourhood Services Telford & Wrekin Council) who gave a presentation on Parish Environmental Teams (PET) which have been well received by those Parish and Town Councils that currently employ them. He informed Councillors that they have been used mainly for cleansing work and for tidying up unkempt areas within the Parish/Town Councils boundaries. As there will be a new contractor for Grounds and Cleansing Services in 2019 the Borough Council would be happy to look at a contract for 12 months should this Council decide it would like to employ one. Councillors who already experience a PET Service via other Parish/Town Councils stated what work they carry out for them. When asked, the Clerk informed Councillors how much the Parish Council currently pays for its annual environmental services which they then considered to be very low when compared to the cost of employing a PET. Other Councillors felt that it was a form of double taxation as the work carried out by them was something that the Borough Council should be doing anyway as part of its services to communities. Mr Hanley was asked that, if this scheme was paid for by way of a two to one contribution and involved work being carried out on Borough Council land, would the Parish Council be entitled to income received from this land on the same two to one ratio. Mr Hanley stated that he would investigate this.

Whilst Councillors felt that PET are a good concept and benefit other areas more than some it was decided that it was something this Council could possibly consider but in the future. The Chairman thanked Mr Hanley for his time in attending the Council meeting and his presentation.

17/11/116 Community Learning Team

The Chairman welcomed Clare Nelson who introduced herself to Councillors and provided a brief background of her role within Donnington, Muxton and Wrockwardine Wood in helping people return to work. Some of the work involved is to assist people with creating Curriculum Vitae (CVs) online and getting people back into education especially those hard to reach groups. She informed Councillors that she is always looking for invites to group activities and events where she can promote the free courses for which materials are also free. Councillors were informed that she consults with local residents as to what courses they think would benefit people in the area e.g. sign language and that there are more courses scheduled for the New Year. Now she has established herself in Donnington she will now be expanding into Muxton and Wrockwardine Wood.

The Chairman thanked Mrs Nelson for introducing herself and the work she is undertaking.

17/11/117 Grants

Resolved – that under the General Power of Competence a grant of £300 was awarded to Donnington Partnership Charitable Trust:

Grants were not awarded to Axis Counselling or Newport Cottage Care Centre as they were deemed to have considerable financial assets.

17/11/118 Minutes

To confirm the following Minutes of the Council:

- a. Council Meeting held on 11th October 2017.

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

- b. Planning Committee meeting held on 16th October 2017.

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

17/11/119 Matters Arising from Minutes

Councillors received the following information of actions contained in the Minutes thereof:

Highway Issues – The Clerk was asked to contact Dominic Proud for updates on the issues raised at the last Council meeting.

Speed Indicator Display Sign (SIDS) – Councillors were informed of a SIDS demonstration event taking place in Newport on Wednesday 15th November 2017. It was stated that if the Parish Council was to purchase one then Telford & Wrekin Council would install the plug points required for them.

St Matthew's Road, Donnington – Councillors Mrs E A Clare and C Mason stated that they are in the process of arranging a meeting with and Dominic Proud and Councillor Angela McClements with regard to traffic safety issues at this location especially during the school opening and closing times.

17/11/120 Expenditure Transactions

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

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

17/11/121 Income Received

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

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

17/11/122 Financial Budget Comparisons

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

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

17/11/123 Bank Reconciliation

Each Councillor received a copy of the bank reconciliation as at 30th September 2017.

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

17/11/124 Assistant Clerk Training

In line with this Council's training policy Councillors were asked to consider a request from the Assistant Clerk for her to undertake training for her qualification in the Association of Accounting Technicians (AAT) to assist in her role.

Resolved – that the Parish Council will finance the training for the Assistant Clerk to undertake training in the AAT Levels 3 and 4 but the Parish Council is to ensure that if the Assistant Clerk leaves the Council within three years of obtaining the qualification then the cost of the training is to be paid back on a percentage basis of time remaining.

17/11/125 Staffing Donnington and Muxton Community Library

Councillors discussed employing a part time member of staff to work in the library.

Resolved – to defer this item to the Staff and Personnel Committee.

17/11/126 Planting Schemes for Telford@50

A local resident had made a request to Councillor P Loughlin for funding to pay for additional planting schemes in Muxton to celebrate Telford@50. It was also suggested that this funding could enhance the planting on Clocktower Roundabout.

Resolved – that up to £2,000 is to be allocated to provide additional planting and that Councillor P Loughlin contacts the resident to find out where they are to be planted and report this back to the Clerk.

17/11/127 Budgets 2018/2019

Councillors were requested to consider any projects that they wish this Council to undertake in 2018/2019 and any budget requirements that may be needed for said projects. This is to enable the Clerk to produce draft budgets for consideration for the next financial year. The following suggestions were made:

- To get the clock on Clocktower roundabout to chime on the hour.
- Spotlights on Clocktower roundabout to highlight the clock

- Gateway signs for Donnington and Muxton
- Include a budget for extra environmental work

A small working group is to meet to discuss the budgets prior to them going to Council.

17/11/128 Ash Tree rear 15 and 16 Halcyon Drive, Muxton

Councillors discussed an issue regarding the Ash Tree on Parish Council land at the rear of Halcyon Drive. The Clerk explained that he had spoken to the tree officer at Telford & Wrekin Council who had stated that the tree was a good specimen and that it was currently Government policy not to cut Ash trees as they may contract Ash Die Back. It was stated that the owner of the property was perfectly entitled to cut down anything overhanging his garden.

Resolved – that the Clerk writes to Mr Ball to arrange a meeting between himself, Mr Ball, Councillors A Lawrence and N Dugmore to discuss the issue with the tree.

17/11/129 Correspondence Received

The Chairman informed Councillors that a “thank you” letter had been received from Telford Priory School for the support given by the Parish Council at its recent Community event and from Home Start for the grant recently awarded to it.

17/11/130 Christmas Festival

The Chairman informed Councillors that the Parish Council’s Christmas Festival will take place on Sunday 26th November 2017 at Cordingley Hall. The event will take place between 12 noon and 4pm and will involve the switching on of the Parish Council’s Christmas lights which will take place at 4pm.

Private Session

Resolved – that by 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.

17/11/131 Sale of Cordingley Hall

Councillors discussed the sale of Cordingley Hall and any implications with regard to its secured tenant and the deed of covenant on the building. Councillors also considered the recommendations made by the Parish Council’s solicitor. It was suggested that the Clerk should meet with Telford & Wrekin Council to see what this Council’s position is with regard to the Deed of Covenant and if the Borough Council would want a percentage, or all, of the sale price. Other Councillors were of the opinion that the building was originally provided for the community and was still very well used by the community.

Proposed by Councillor Mrs E A Clare, seconded by Councillor C Mason that the Parish Council does not sell Cordingley Hall.

Resolved – not to sell Cordingley Hall. The Chairman had the casting vote.

17/11/132 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:

To request 20mph speed limit on all estate roads

Additional grit bins for Muxton – Councillor N Dugmore is to produce a list of preferred locations and the Clerk is to obtain a price for grit bins.

Water Alleviation Scheme Donnington – to provide an update on when work will commence.

Annual grant to assist Donnington Community Hub

Ownership of land Marshbrook Way, Muxton rear of Morris Homes.

17/11/133 Date of next meeting

The Chairman informed Councillors that the next Council Meeting will be held on Wednesday 13th December 2017 at St John's Church, Muxton commencing at 7pm. A Staff and Personnel Committee meeting will be held at Turreff Hall on Monday 20th November 2017.

The meeting closed at 2100hrs.

Signed:

Date: