

DONNINGTON AND MUXTON PARISH COUNCIL

Minutes of the Council Meeting held at Turreff Hall, Donnington on 13th February 2019

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

Also Present: R Morgan (Parish Clerk), K Buttress and M Stokes.

Quiet Lane Consultation

Councillor P Loughlin informed Councillors that there had been a good attendance from members of the public at the consultation event. Telford & Wrekin Council (TWC) is going to circulate the Quiet Lane Consultation Questionnaire which can be returned to the Parish Council Office by 28th February 2019. TWC only requires 51% of questionnaires returned to be in favour of designating the proposed area of Muxton Lane as a Quiet lane to be able to proceed with it. Councillors were informed that the start of the Quiet Lane would be lower down Muxton Lane so the Clerk was asked to clarify where the Quiet Lane would start. As a Quiet Lane only permitted vehicles up to 7.5 tonnes there were concerns that this would prevent removal lorries accessing the area of Muxton Lane designated as a Quiet Lane and the streets leading off it. The Clerk was also asked to check if there had been any planning conditions imposed on the Shropshire Hotel and Golf Course when it was constructed that could affect the Quiet Lane status.

19/02/174 Apologies: Councillors Mrs L Edwards, M Edwards and C Mason.

Resolved – that the apologies are accepted.

19/02/175 Declaration of Interest: As per Register.

19/02/176 Public Session

Mr Stokes thanked the Council for installing the bin at Brands Meadow Play Area and enquired about engines being left running outside schools. The Clerk informed him that the Parish Council had written to Muxton Primary School asking it to make parents aware that it was an offence, contacted the Police who stated they would carry out checks and Telford & Wrekin Council has stated that it would write to all schools asking them to inform parents.

19/02/177 Meeting Etiquette

The Clerk, on behalf of the Chairman, asked Councillors to respect other meetings that are in progress when arriving for a following meeting. Councillors were also reminded not to talk over one another during Council and Committee meetings as it makes it very difficult to hear what is being said by the person nominated to speak by the Chairman. This, in turn, can also lead to Councillors not fully understanding what proposals have been made.

19/02/178 Minutes

To confirm the following Minutes of the Council:

- a. Planning Committee meeting held on 14th January 2019.

Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.

- b. Council meeting held on 14th January 2019.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- c. Staff and Personnel Committee meeting held on 21st January 2019.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- d. Planning Committee meeting held on 4th February 2019.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.

19/02/179 Matters Arising from Minutes

Councillors received updates on the following:

Speed Indicator Display Signs (SIDS) – When asked, Councillor P Loughlin stated that he would provide data from the SIDS on Marshbrook Way for the next Council meeting. Councillor Mrs E A Clare informed those present that Wrockwardine Wood and Trench Parish Council had also purchased SIDS and would be installing one along Furnace Lane. The Clerk informed Councillors that Prysmian were re-checking the smaller lamp posts designated for SIDS to ensure that they could hold the weight of the SIDS purchased. The Clerk will chase this up. Councillor P Loughlin had discussed the permanent SIDS on Wellington Road, Muxton with Telford & Wrekin Council and it has now been agreed to install it on post which will enable it to be turned around so it can cover both directions of traffic. As a result, it is now hoped to have it installed by mid-March.

Safer Routes to School – Councillor N Dugmore stated that he had spoken to D Hanley (Service Delivery Manager - Environment & Neighbourhood Services) who has stated that the path along Donnington Wood Way is not designated a safer route to school and as such there is no planned work to be done reducing the shrubs/trees. The Clerk was asked to write to Councillor Angela McClements regarding this matter.

Buckingham Palace Garden Party – The Clerk informed Councillors that the Chairman, Councillor Martyn Edwards, has been chosen as one of two representatives from Shropshire to attend the Buckingham Palace Garden Party in May this year.

19/02/180 Expenditure Transactions

Each Councillor received a copy of the Expenditure Transactions for January 2019.

Resolved – that the expenditure transactions for January 2019 are ratified and accepted as a true record.

19/02/181 Income Received

Each Councillor received a copy of the income report for January 2019.

Resolved – that the Income Report for January 2019 is ratified and accepted as a true record.

19/02/182 Bank Reconciliation

Each Councillor received a copy of the bank reconciliation as at 31st January 2019.

Resolved – that the bank reconciliation as at 31st January 2019 is accepted as a true record.

19/02/183 Clerk's Report

Councillors received updates on the following:

Roundels and warning signs for schools – Adam Brookes has received this Council's enquiry regarding the request for school warning marking to be placed outside the schools in Donnington and Muxton. He confirmed that all of these schemes are being reviewed as part of T&Wr School Safety Programme where safety improvements are being made outside of all of these school. This is being done in phases and T&Wr are still to review these school, but he would hope to be programming this work during the Summer/Autumn of 2019. He will add this requirement to the reviews of these schools.

Details of any proposals will be sent out once they have been pulled together.

Christmas Lights – The Clerk and Councillor N Dugmore have met separately with Heidie Coombes (AMEY), Gordon Stone (Turnock) and Martin Avill (Lite) and discussed options for the Christmas Lights. Heidie suggested that the Parish Council decides which new lights it requires as they will/should come with weight and windage measurements. This information should then be passed on to Prysmian so it can then structurally and electrically test the lamp posts on which the lights are to be placed. She suggested to do this as soon as possible and not leave it past August. The Parish Council should then get a report and/or certificate for the tests. AMEY will also have to check the sockets on the new lights to ensure they are compatible with the lamp post connections.

Heidie also suggested that the PC purchases icicle lights to go across the top of the flats on the Parade, but a cream colour warm effect rather than the ice blue lights as they should be more welcoming.

Councillor N Dugmore suggested that the new lights are put on the lamp posts on the Marshbrook Way roundabout (or consider an illuminated Christmas tree instead) and along Wrekin Drive by the Parade of shops. The Parish Council will then propose to gradually fade out the second hand lights that it owns over the coming years. However, after meeting with the suppliers/contractors both have been asked to provide quotes for:

- New LED Christmas Lights (including LED Tree for Marshbrook Way roundabout)
- Rental Scheme of Christmas Lights
- Storing and maintaining this Council's Christmas Lights
- Refurbishing this Councils current Christmas lights (keeping the frames but changing to LED)
- Erecting and removal of Christmas Lights
- Carrying out required electrical and structural testing of lamp posts
- Provision of appropriate connections to an electrical supply.

They have been asked to provide quotes by 4th March to enable them to be considered by Council at its meeting on 11th March.

It was suggested that, if possible, a LED Christmas tree could be put near to the Soldiers Bench on Marshbrook Way, Muxton. The Clerk will check to see if a power source is nearby.

Parish Council NDP Evidence Review Consultation – The Evidence Review, Consultation and Early Engagement document has already been delivered to many areas and will continue to be delivered one per household in the parish. Statutory Consultees have also already received this document and it has been advertised on the Parish Council's Facebook and Twitter pages and is also available on this Council's website. The consultation is between 11th February and 29th March 2019. Documents have also been provided at St John's Church, Donnington and Muxton Library and the Donnington Community Hub.

Councillor P Loughlin informed those present that the reason there was only the demographics tables included in the Evidence Review Document is because no data was available for Muxton.

Defibrillator at St John's Church – This will be installed in the very near future. The Clerk is investigating the possibility of supplying another defibrillator with money raised in the group funding on social media at a location on Marshbrook Way, possibly at the outdoor gym.

Flood Alleviation Scheme, Donnington – Email received from Deborah Goodale on 4th February 2019 states:

Further to your request for an update, please see attached a plan a copy of which was provided to Councillors with the Council agenda showing the work completed to date at Donnington, as well as the areas where work is still ongoing.

The scheme is approximately 70% complete, with the work on West Avenue, James Way West, Winifred's Drive and Wrekin Drive Service Road all complete. The connection to the culvert has been made at the downstream end of the system (adjacent to the roundabout) and work is continuing across the roundabout and up Wrekin Drive to connect with the chamber at the end of the service road. Work is ongoing in Park Road, and some work still remains to be done around the War Memorial Roundabout at the end of Winifred's Drive.

The current programme shows work to be completed on the roundabout by the end of February, this will mean the roundabout can be reopened, however Wrekin Drive will need to remain closed as work continues up the road towards the end of the service road. This work is due to be completed by mid-April.

Deborah Goodale invited Council to contact her should it like any more information. She also stated she would be happy to attend a Council meeting to provide an update in person.

19/02/184 Prostate Cancer Awareness

Councillors discussed the requirements and financial assistance requested to hold a Prostate Cancer Awareness event at Turreff Hall on the proposed date of Monday 28th October 2019 between 5pm and 8pm. The Clerk was asked to contact Telford Lions and Telford Rotary Club to see if they would contribute to the cost of staging this event. It was also suggested that a crowdfund be set up on this Council's Facebook page to help toward the cost.

Resolved – to agree to support the requirements requested plus up to £2,000 toward the event. The Clerk is to contact Telford Lions to see if it would be willing to supply some of the kits required.

19/02/185 Gateway Signs

Each Councillor was provided with the proposed locations for the gateway signs.

Resolved – that the Donnington signs and Muxton signs locations are agreed. Councillors requested that The Humbers sign is positioned at the start of Station Road near to the entrance to Wyevale Garden Centre.

19/02/186 Granville Country Park Community Projects

Councillor N Dugmore informed Councillors that the following projects had been discussed by the Granville Country Park Steering Group:

Fencing – The fencing separating the footpath and the bridal way between Muxton Lane car park and the dragonfly bench requires replacing as it has rotted away. Telford and Wrekin Council has agreed to contribute £1,500 toward this project if the Parish Council could contribute £3,350. **Resolved** – to contribute £3,350 from the grants budget toward the cost of replacing the fencing. The Clerk was asked to liaise with Adrian Corney, Telford & Wrekin Council regarding this matter.

Location Boards – this is to help people using the Country Park to identify where they are. This will be particularly useful for guiding emergency services if anyone should become ill or injure themselves.

Information Signs – to inform users of the Park about what rare insects, animals and flowers are in their immediate vicinity which, in turn, will help protect them.

Site of Special Scientific Interest (SSSI) – to install a fence along the adjacent footpath to prevent users of the Park accidentally damaging the SSSI.

Children's Trail – to create something along the lines of Cannock's Gruffalo Trail to encourage more children and families to use the Park.

19/02/187 Poppies for Lamp posts

Councillors considered purchasing poppies for display on lamp posts around the Parish to commemorate Armistice Day.

Resolved – that the Clerk obtains a quote for 50 poppies and quotes to erect and take down the poppies. The Clerk was also asked to place this as an item on the agenda for March's Council meeting and Councillors were asked to consider suitable locations to erect them.

19/02/188 Pensioners Vouchers Easter

Councillors considered purchasing vouchers for Easter to give to pensioners that are 65 years of age and over and that live within the boundary of this Parish Council.

Resolved – not to purchase vouchers to give to pensioners at Easter.

19/02/189 Huntingdon's Disease Association

Councillors considered a request for support from The Huntingdon's Disease Association for its event to be held at Cordingley Hall. Support can be in the form of donations or raffle prizes. Councillors N Dugmore, Mrs E A Clare and J Thompson stated that they would donate some prizes for the event.

19/02/190 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:

Speed Indicator Display Sign (SIDS), Wellington Road, Muxton and SIDS data Marshbrook Way, Muxton.

Poppies for Lamp Posts

19/02/191 Date of next meeting

The Vice-Chairman informed Councillors that the next Council Meeting will be held on Monday 11th March 2019 at Turreff Hall, Donnington commencing at 7pm. A Planning Committee meeting and possibly a Staff and Personnel Committee meeting will be held on Monday 25th February 2019.

The meeting closed at 1945hrs.

Signed:

Date: