



Donnington and Muxton Parish Council

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

Email: clerk@donningtonmuxtonpc.org

Website: www.donningtonmuxtonpc.org

Telephone: 01952 608001

To All Members of this Parish Council

4th September 2019

Dear Councillor,

You are summonsed to attend a meeting of the
Full Council on Wednesday 11th September 2019 at 7pm
At St John's Church, Muxton

AGENDA

19/09/80 Apologies: To accept the apologies of those unable to attend.

19/09/81 Declaration of Interest: To declare a personal or pecuniary interest in any item on the agenda.

19/09/82 Public Session

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

19/09/83 Grant Application

To consider the application received for a grant from this Parish Council.

19/09/84 Community Events and Engagement Officer

To introduce Mrs Holly Westwood to Councillors as this Parish Council's Community Events and Engagement Officer and receive a brief resume of work undertaken by her to date.

19/09/85 Minutes

To confirm the Minutes of the following meetings:

- a. Council meeting held on 8th July 2019.
- b. Planning Committee meeting held on 15th July 2019.
- c. Staff and Personnel Committee meeting held on 15th July 2019.
- d. Planning Committee meeting held on 19th August 2019.

19/09/86 Matters Arising from Minutes

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

19/09/87 Expenditure Transactions

To receive and accept the Expenditure Transactions for July 2019.

19/09/88 Income Received

To receive an income report as for July 2019.

19/09/89 Bank Reconciliation

To receive the bank reconciliation as of 31st July 2019.

19/09/90 Financial Budget Comparisons

To receive the financial budget comparisons as at 31st July 2019.

19/09/91 Clerk's Report

To receive a report from the Clerk regarding outstanding matters.

19/09/92 Parish Council Insurance

To discuss the quotes received for this Parish Council's Insurance Renewal and agree which company is to provide this service.

19/09/93 Parish Council Action Plan 2019/2020

To discuss and accept the Action Plan 2019/2020 for this Parish Council.

19/09/94 Local Council Award Scheme

The Parish Council is due its re-accreditation for its Foundation Level Local Council Award Scheme. Councillors are therefore requested to confirm by resolution that this Parish Council has the following:

- a. A risk management policy
- b. A register of assets
- c. Contracts for all members of staff
- d. An up to date insurance policy
- e. A disciplinary and grievance policy
- f. A training policy
- g. A record of staff and Councillor training for the last 12 months
- h. A record that the Clerk has achieved 12 continued professional development (CPD) Points during the last year
- i. An Equality Policy – Councillors are asked to review and accept the current policy.

To obtain the Quality Level Councillors are requested to confirm by resolution that this Council has the following:

- a. A scheme of delegation (where relevant)
- b. Addressed Complaints received in the last year
- c. At least two-thirds of its seats were filled by Councillors who stood for election
- d. A printed Annual Report that is distributed at locations across the community
- e. A qualified Clerk
- f. A formal appraisal process for all staff

N.B. These documents will be provided in a file on the night of the meeting.

19/09/95 Granville Country Park

To discuss purchasing a boardwalk for Muxton Marsh at a cost of £11,000.

19/09/96 Christmas Event for Pensioners

To discuss options for a Christmas event for pensioners residing in this Parish.

19/09/97 Projects 2020/2021

To discuss what projects, if any, this Parish Council wishes to carry out in the next financial year to enable the Clerk to include financial provision for them in the proposed budgets for 2020/2021.

19/09/98 Laying of Parish Council wreath

To discuss a request from Councillor J Gough that he lays the Parish Council wreath at this year's Remembrance Service at the War Memorial, Donnington.

19/09/99 Christmas Festival 2020

Councillors are asked to consider an idea of holding next year's Christmas Festival at Turreff Hall, Donnington. Marquees could be set up in both front and rear car parks combined with the use of the hall as well.

19/09/100 Lamp Post Poppies

Councillors are requested to agree locations of where lamp post poppies are to be installed.

19/09/101 Hedge line rear of 63 to 39 Winchester Drive

Councillors are asked to consider tree and hedge work on Parish Council land at the rear of 63 to 39 Winchester Drive which will cost £1,600.

19/09/102 Grassed area junction Furnace Lane/Oakengates Road

To consider this Parish Council paying toward a cut and collection service at the grassed area adjacent to the junction of Furnace Lane and Oakengates Road at a cost of £75 per cut .

19/09/103 Judicial Review into the takeover of Shropshire Fire and Rescue Service

Councillors are asked to discuss the outcome of the judicial review into the takeover of Shropshire Fire and Rescue Service by West Mercia Police and Crime Commissioner, John Campion.

19/09/104 Community Speed Watch

Councillors are asked to consider a request for a joint Community Speed Watch with Wrockwardine Wood and Trench Parish Council.

19/09/105 Pigeon Deterrent Spikes

To consider purchasing Pigeon deterrent spikes for the streetlights outside Muxton Primary School.

19/09/106 Parish Council Staff

To discuss the use of Parish Council staff working for outside bodies.

19/09/107 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.

19/09/108 Date of next meeting

To inform Councillors that the next Council meeting will be held on Monday 14th October 2019 at Turreff Hall, Donnington commencing at 7pm.



Ralph L Morgan
Clerk to the Parish Council