

DONNINGTON AND MUXTON PARISH COUNCIL

Minutes of the Council Meeting held at Turreff Hall, Donnington on 11th November 2019

Present: Councillors: P Loughlin (Chairman), Mrs E A Clare, Miss F Doran, N Dugmore, J Gough, J Lavery, R Overton, M Stokes and J Thompson.

Also Present: R Morgan (Parish Clerk), Martin James (Wrekin Housing Trust), K Buttress, Mrs R Gregory, A Moore (LDRS/Newsquest), A Newman and H Newman.

A minute silence was held to honour those that gave their lives fighting for this Country

19/11/122 Apologies: Councillors Mrs L Dugmore, M Edwards, A Lawrence and C Mason.
Resolved – that the apologies are accepted.

19/11/123 Declaration of Interest: As per Register.

19/11/124 Public Session

Mr A Newman, a resident from Thornton Park Avenue, Muxton, asked whose idea it had been to have a consultation for parking restrictions on Thornton Park Avenue especially for the cul-de-sac housing No's 1 to 11. To propose a single yellow line preventing parking between 8am and 9.30am and 2.30pm to 4pm is ill thought out and ill conceived. Where are the residents supposed to park during these times? Mr Newman asked Councillor N Dugmore for his views on the proposal and also asked where are the bollards for this road, as this had now been going on for eighteen months. Mr Newman thanked Councillors M Stokes and P Loughlin for their contribution in trying to address this issue and attending site visits. Councillor N Dugmore stated that he is still chasing up the bollards but doesn't know where the idea for the yellow lines originated from. He also stated that he is not in favour of the proposal.

Councillor P Loughlin stated that both the Parish Council and Telford & Wrekin Council had done a poor job in respect of obtaining the bollards and apologised for the delay. Councillors P Loughlin and M Stokes stated they had recently met with Rebecca Taylor-Barnes, a Senior Telford & Wrekin Council Highways Officer, and discussed having similar bollards to those in Holland Drive. She was now in the process of obtaining a price for this and this Council is looking for funding for the project.

Councillor R Overton informed those present that an email had been sent to all Parish and Town Councils regarding this Traffic Regulation Order Consultation as it is designed to protect junctions near schools as well.

It was suggested that the Borough Council consults with the Parish/Town Councils to get an opinion on what it is the Parish/Town Councils and its residents want prior to undergoing these consultation processes.

The Clerk was asked to write to the Borough Council objecting to the proposed parking restrictions.

The Chairman thanked Mr Newman for his questions and comments.

19/11/125 Leonard Close flats, Donnington

Councillors received a presentation from Martin James (Wrekin Housing Trust) about the Trusts proposal to redevelop the flats in Leonard Close, Donnington. Mr James provided Councillors with copies of the proposed plans and explained why the Trust is considering it. Concerns had been raised about some structural movement caused mainly by the slabs moving that the foundations were built on as they sit on red ash. The Trust had been advised that it would cost around £50,000 per block of flats to address this issue, so it had decided to look at redeveloping the sites. It is currently proposed to provide thirteen 3-bedroom houses and thirty 2-bedroom properties. No issues had been found with houses in Leonard Close or the flats in James Way, Donnington.

Councillors were concerned that there is no provision of bungalows, not enough parking spaces, no solar panels or electrical charging points being considered and traffic issues at school drop off and collecting times. Mr James stated that the Borough Council has stated that there is sufficient parking and that traffic surveys had taken place at this location which include peak school times, but he would consider the Parish Council's concerns.

The Chairman thanked Mr James for discussing this with the Council.

19/11/126 Minutes

Councillors were asked to confirm the Minutes of the following meetings:

- a. Council meeting held on 14th October 2019.

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

- b. Planning Committee meeting held on 4th November 2019.

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

19/11/127 Matters Arising from Minutes

Bollards, Thornton Park Avenue – The Clerk was told to proceed with getting the bollards installed once the quote had been received, providing it is under £2,000.

19/11/128 Expenditure Transactions

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

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

19/11/129 Income Received:

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

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

19/11/130 Bank Reconciliation

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

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

19/11/131 Financial Budget Comparisons

Each Councillor received the Financial Budget Comparison as at 31st October 2019.

Resolved – that the expenditure transactions as at 31st October 2019 are accepted as a true record.

19/11/132 Annual Return for the Financial Year Ended 31st March 2019

Councillors were informed that the Annual Return has been signed off by the external auditors, PKF Littlejohn LLP, and of the comments made by them.

19/11/133 Clerk's Report

Each Councillor received a copy of the Clerk's report containing the following:

Green Guarantee Telford & Wrekin – the Clerk has been informed that three sites within this parish qualified for the Green Guarantee. This means that there is £1,000 per site but after the relevant signage has been installed then effectively this becomes £850. The sites are:
The woods off Lodge Road, Donnington where it is proposed to erect bird and bat boxes;
Land off Marshbrook Way (opposite the junction with Brands Meadow and behind Cedarwood Drive) where it is proposed to plant wildflower beds and;
Central Hall, Donnington where planting will take place around the pond as well as tidying/clearing the pond.

Defibrillator, The Parade, Donnington – On Friday 11th October the defibrillator on The Parade, Donnington was activated. However, it appears that the ambulance arrived before it could be used. It is good to know that it, and the other Public Access Defibrillators (PADs) that this Parish Council has purchased, are helping the community. The Clerk has asked the Events Officer to publicise, via our social media, the locations of PADs within the parish.

Christmas Lights 2019

The site work was carried out on 12th September 2019. The report on testing the street lighting units has been received and a copy sent to Turnock. Only one proposed column failed and that is Z1 (adjacent Cordingley Hall). This is because it already has a directional sign on it. Turnock started fitting the electrical components required for the decorations to lamp posts on 16th October and erected the lights the same week.

The Clerk also informed Councillors at this meeting that all the lights had now been erected and are ready to be switched on at the Christmas Festival on 24th November 2019.

Plant a Tree Scheme – the Clerk met with Mr Onions on 22nd October and he will now investigate the suitability of planting trees at the locations suggested by Councillors which were: Maples at Brands Meadow, Horse Chestnuts at Broadoaks (near Aldi) and possible Donnington Recreation Ground, and locations suggested by Councillor M Stokes. He will get idverde to collect the trees and planted. Mr Onions was of the opinion that the tree at the War Memorial still had some life in it but would get it removed. However, the timescale of getting this done would not enable a new tree to be planted before the Remembrance Service.

Wellington Road, Lilleshall Directional Sign – An engineer was working on these signs a few weeks ago and an order was placed for the replacement of the signs. This work can take up to two months, so Adam Brookes (Telford & Wrekin Council's Highways Officer) expects this work to be done in the next 6 to 8 weeks.

St Matthew Roads – Adam Brookes has asked for confirmation that the Parish would like to fund the installation of a zebra crossing?

If so, he can get a cost estimate drawn up and then look at timescales alongside Telford & Wrekin Council's (T&Wr) current capital programme work. If the parish are not able to fund a zebra, this would need to be put forward for future prioritisation as part of the capital programme process, as explained in his previous email. T&Wr could accommodate dropped kerbs as part of our in-year budgets but anything more than this would need suitable funding sourced. The Clerk has informed him that this Council was under the impression that s106 money had been made available from the development opposite St Matthew's Church when the lay-by improvements were made.

With regards to the double yellow lines, you may have seen some TROs being advertised recently which form part of our tidying up exercise ready for the implementation of Civil Parking Enforcement (CPE). You may have also recently seen the restrictions in Muxton (Lytham Green) being advertised. Now these Orders have been sorted, T&Wr is now starting to process other requests and hope to have these advertised in the coming months.

At the on-site meeting with Rebecca Taylor-Barnes (Telford & Wrekin Council's Senior Traffic Engineer – Traffic Management) and the Clerk on 28th Oct she has agreed to get the orders for double yellow lines completed for opposite the junction with Church Road. This should approximately take two to three months. Regarding the crossing, there was some debate as to where it could be located to correspond with the line of pedestrian traffic and the location of the junction. It seems that the road may be too narrow for a central refuge, but she will discuss options with Adam Brookes.

Bollards, Thornton Park Avenue – A meeting was arranged to discuss this but was cancelled and it was never re-arranged. However, T&Wr has been working on a revised plan and will be sending this across imminently, it is just waiting for final costs from its contractor so T&Wr can provide accurate costs.

Email received 28th Oct:

The estimated cost to supply and install 30 Bollards around Thornton Park Avenue is £10,200. This includes the traffic management and installation of the bollards. The bollards to be supplied in this quote are Glasdon Bollards with socketed bases; these sockets allow quick and simple maintenance/replacement should they get damaged. A picture of the proposed bollard was attached.

After a meeting with Rebecca Taylor-Barnes it was agreed that she will meet with Cllr Mark Stokes on site to discuss this matter further and possibly reduce the number of bollards required.

Councillors P Loughlin and M Stokes met recently with Rebecca Taylor-Barnes who is now going to provide the Parish Council with a cost to install bollards similar to those on Holland Drive, Muxton.

Gateway Sign – This will be moved within the next two or three weeks. The Clerk met with Rebecca Taylor-Barnes on 28th Oct and had a site visit.

Street Lighting Contractors – The Clerk has contacted Market Drayton Town Council and they are contacting their contractors, Jones Lighting (Shropshire Council's contractor) to provide prices for the LED Lanterns.

The Clerk informed those present that he had now contacted Mr Jones directly and was awaiting a response.

Financial Budget Comparisons – At the last Council meeting questions were asked about some of the budgets. Here are the findings:

Income from solar panels – see attached report for agenda item

National Insurance – overspent because it was under budgeted for when setting the budgets for 2019/2020. This has now been adjusted correctly for 2020/2021

Water for Library – The Borough Council has not transferred this over to the Parish Council, probably because it is such a small account.

Smartwater – there was a poor turn out at the Smartwater roll out at St John's Church on 30th October. Only 25 residents registered for a kit. As a result, the Community Events and Engagement Officer is meeting with the Police to door knock those houses that were unable to/didn't attend.

19/11/134 Solar Panels

Each Councillor was provided with information relating to the solar panels installed on Turreff Hall, Donnington. From the information, it can be seen that savings are being made with regard to the electricity provided as well as a small annual income from the Feed in Tariffs.

19/11/135 75th Anniversary VE (Victory in Europe) Day

Councillors discussed the date, time and location for this event and agreed that this Council should hold an event on Broadoaks to commemorate the 75th Anniversary of VE Day. Possible venues discussed were Venning Barracks, Broadoaks Field and Donnington Recreation Ground.

Resolved – that this Council holds a commemorative event on Broadoaks Field on the weekend of 8th May 2020 to commemorate the 75th Anniversary of VE Day. However, if the field is already booked then alternative venues would be considered.

19/11/136 Prostate Cancer Awareness Event

Councillors discussed a proposal from Shropshire Prostate Cancer Awareness Group to help financially support one main event per year along with other Town and Parish Councils. It is proposed to hold this event at the Buck's Head football ground, Telford and replace the events that have been held at Donnington, Newport and Oakengates.

Resolved – to support this event on an annual basis and contribute £2,000 toward it.

19/11/137 Street Lighting

Councillors were informed that due to a physical inventory of streetlights having recently taken place it appears that 176 lights which belong to the Parish Council have not been converted to LED. There are also issues with 8 other streetlights and possible requirement to structurally test 100 concrete columns.

Councillors were asked to consider what action this Council wishes to take regarding this matter.

Resolved – that the Clerk informs Telford & Wrekin Council to proceed with structurally testing the concrete posts, get a price from Shropshire Council's contractor and invite the Street Lighting Officer Telford & Wrekin Council and/or Raymond Northwood from Prysmian Group to attend the next Council meeting to discuss the upgrade of the 176 streetlights.

19/11/138 CCTV Muxton

Councillors considered the provision of CCTV cameras to cover entrances to Muxton to highlight criminal activity in the area.

Resolved – that the Clerk contacts West Mercia Police to discover if it would monitor the CCTV cameras and if so, what specification of camera would be required. The Clerk was also asked to contact Telford & Wrekin Council as it is considering a CCTV scheme, monitored by volunteers, which may be done in partnership with Parish and Tow Councils.

19/11/139 Noticeboards

The Clerk informed Councillors that the three notice boards belonging to this Parish Council are in a poor condition and asked Councillors to consider replacing them.

Resolved – that the Clerk purchases three new notice boards and ask suppliers if there are any that could be viewed in situ. The Clerk was also asked to contact Unit 10 at Horsehay which had provided the notice board at Donnington Baptist Church.

19/11/140 Budgets 2020/2021

Each Councillor received the preliminary draft budgets for 2020/2021. Councillors were asked to consider the budgets prior to the next Council meeting as provision may have to be made for future projects such as the CCTV.

19/11/141 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:

75th Anniversary VE Day
Streetlighting
Budgets

19/11/142 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Wednesday 11th December 2019 at St John's Church, Muxton commencing at 7pm.

The meeting closed at 2100hrs.

Signed:

Date: