

Donnington and Muxton Parish Council



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FULL COUNCIL MEETING

Minutes of the Full Council Meeting held remotely via Microsoft Teams on 9th November 2020 commencing at 6.30pm

Present: Councillors: Mrs L Dugmore (Vice-Chairman), Miss F Doran, N Dugmore, J Gough, J Lavery, A Lawrence, R Overton and M Stokes.

Also Present: R Morgan (Parish Clerk), Mrs H Westwood (Community Events and Engagement Officer) and M Middleton (Janet Middleton Solicitors).

20/11/90 Apologies: Councillors M Edwards, P Loughlin and J Thompson.

Resolved – that the apologies are accepted.

20/11/91 Declaration of Interest: As per Registers of Interests.

20/11/92 Public Session: There were no members of the public present.

20/11/93 Minutes: To confirm the following Minutes of the Council and its Committees:

- a. Full Council meeting held on 12th October 2020.

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

- b. Planning Committee meeting held on 19th October 2020.

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

20/11/94 Matters Arising from Minutes: There were no matters arising.

20/11/95 Expenditure Transactions: Each Councillor received a copy of the Expenditure Transactions for October 2020.

Resolved – that the expenditure transactions for October 2020 are ratified and accepted as a true record.

20/11/96 Income Received: Each Councillor received a copy of the Income Report for October 2020.

Resolved – that the Income Report for October 2020 is ratified and accepted as a true record.

20/11/97 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 31st October 2020.

Resolved – that the Bank Reconciliation as of 31st October 2020 is ratified and accepted as a true record.

20/11/98 Financial Budget Comparisons: Each Councillor received a copy of the Financial Budget Comparison as at 31st October 2020.

Resolved – that the Financial Budget Comparisons as at 31st October 2020 are accepted as a true record.

20/11/99 Bank Signatories

Councillors were asked to confirm that the current bank accounts signatories remain as they are and nominate a Councillor to replace Councillor C Mason who recently retired from the Parish Council.

Resolved – that the bank accounts signatories remain as Councillors N Dugmore, J Lavery and A Lawrence and that Councillor R Overton replace C Mason as a Parish Council bank accounts signatory.

20/11/100 Annual Return for the Financial Year Ended 31st March 2020

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

20/11/101 Halcyon Court, Muxton

Due to concerns raised by a resident regarding parents parking during school drop off/pick up at Muxton Primary School and speeding vehicles Councillors discussed what can be done to ease the situation and solve the issues raised.

Resolved – to contact Telford & Wrekin Council and ask Mr A Brookes (Highways and Network Management) to come and speak to the Parish Council to discuss what methods could be considered to help resolve the issues.

Councillors N Dugmore and A Lawrence joined the meeting along with M Middleton.

Resolved – that as M Middleton had joined the meeting, item 20/11/107 was discussed next.

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.

20/11/107 Cordingley Hall

Councillors discussed matters relating to the lease with the Parish Council's Solicitor. Mr Middleton explained the intricacies of the lease agreement, the Council's rights as landlords, the rights of the tenant and issues that could arise when considering the possible sale of Cordingley Hall. The Clerk informed Councillors that he had spoken with Mr A Wiggins of Wiggins, Lockett, Thompson Ltd, who had carried out the previous valuation of Cordingley Hall. They stated that the value may have increased and that they would be willing to carry out a re-valuation of the building and negotiations of a new lease should the Parish Council wish to instruct them to do so.

Due to the second lockdown to prevent the spread of Covid-19 Councillors also discussed possible rent implications regarding Cordingley Hall.

Resolved – that the Clerk contacts a surveyor regarding Cordingley Hall to ascertain:

- the current open market rent value.
- the value of the building with a sitting tenant.
- the value of the building if it was empty.
- The possible costs of instructing a Barrister to proceed with releasing the covenant from the Title deeds of the property.

The Clerk was also asked to contact the current tenant to ascertain her future plans for the building and inform her that the Parish Council is continuing to investigate all the options available with regard to Cordingley Hall.

When considering possible rent implications due to Government restrictions caused by Covid -19 Councillors asked the Clerk to contact the tenant and inform her of the discussion had by this Council. It was agreed to discuss this matter again at the Council meeting in January 2021.

The Chairman thanked Mr Middleton for his time and help with this matter.

20/11/102 Budgets 2021/2022

Councillors were asked to discuss the draft budgets for 2021/2022. The Clerk informed Councillors that he was waiting for clarification of the number of Band “D” equivalent houses from the Borough Council for this parish.

Resolved – that:

- Councillors consider the budgets over the next few weeks for further discussion at December’s Parish Council meeting.
- A projection of Income and Expenditure to the end of this financial year is provided for the next Council meeting.
- Clarification of the number of Band “D” equivalent houses is obtained for this parish.
- Calculations on the effect various increases in the precept would have on Band “D” equivalent houses in the parish.
- A total sum of available reserves is provided for Councillors for the next Council meeting.

20/11/103 Face to Face Council Meetings

Councillors discussed the possibility of holding Council meetings face to face instead of remotely. The Clerk informed those present that he had contacted other Parish and Town Councils as requested to see if they were currently holding face to face meetings. Out of all the Councils that responded only two had tried face to face meetings whilst observing Coronavirus regulations but had now returned to virtual meetings.

Resolved – that in the current circumstances this Parish Council will continue to hold meetings remotely via Microsoft Teams. This item is to be included on the agenda for December’s Council meeting for further discussion.

20/11/104 Shropshire Garden Party

Each Councillor received a copy of the letter from Her Majesty’s Lord-Lieutenant of Shropshire requesting nominations of local volunteers to attend a Garden Party thanking them for their work in the community.

Resolved – to nominate Mrs J Hutchings for continuing her volunteer work in the library during the Coronavirus pandemic and Mrs R Gregory for the work carried out at the Donnington Community Hub.

20/11/105 War Memorial, Muxton

Councillors discussed fundraising for a War Memorial at Muxton. Councillor N Dugmore informed those present that he had donated £1,000 from his Borough Ward Fund last year and is doing the same again this year. Councillor A Lawrence stated he was also donating £1,000 from his Borough Ward Fund this year toward the provision of a War Memorial for Muxton. Some residents of Muxton had also promised contributing money towards this project.

Resolved – that:

- The Clerk contacts Lawley and Overdale Parish Council as it had recently purchased a War Memorial for its area to ascertain costs and designs available.
- The War Memorial is to be situated by the Soldiers Bench off Marshbrook Way, Muxton and the Clerk is asked to obtain permission from Telford & Wrekin Council to do this.
- The Clerk liaises with Councillor J Gough regarding this project.

20/11/106 Free School Meal Support

The Clerk informed those present that Councillor J Thompson wished to propose a vote of thanks to those who helped with free school meal support.

Resolved – to thank the schools, Morrisons at Lawley for delivering food to Donnington Community Hub, the Hub itself and everyone that helped provide free school meal support. Councillor Mrs L Dugmore stated that she would write the letter thanking Morrisons on behalf of the Parish Council.

20/11/108 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:

Miniature Library for Muxton – to discuss the provision of a shelter to house a miniature library in Muxton.

War Memorial, Muxton – to receive updates on the progress of installing a War Memorial in Muxton.

20/11/109 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held remotely via Teams on Monday 14th December 2020 commencing at 6.30pm unless restrictions regarding the Coronavirus pandemic change to enable face to face meetings. If so, the meeting may be held on Monday 14th December 2020 at Turreff Hall, Donnington commencing at 7pm.

The meeting closed at 2015hrs.

Signed:

Date: