



Donnington & Muxton Parish Council
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FULL COUNCIL MEETING

Minutes of the **Council Meeting** held at Turreff Hall, Donnington on **9th March 2026** commencing at 7pm.

Present:

In attendance: Councillors: Alexander, Coates, Doran, I Dugmore, L Dugmore, Gough, Harrison, Hoof, Randhawa, Overton, O Vickers and J Urey.

Absent: Councillors: L Vickers.

26/03/180 Apologies: Apologies were noted from the following councillors - L Vickers.

26/03/181 Declaration of Interest: Cllr J Urey declared a non-registerable interest in item 26/03/185.

26/03/182 Public Session There being no members of the public present the meeting moved to the next agenda item

26/03/183 Minutes: To approve the Minutes of the following meetings of the Council:

- a. Full Council meeting held on 9th February 2026.
- b. Planning Committee meeting held on 2nd March 2026.
- c. Staffing Committee meeting held on 2nd March 2026.

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

26/03/184 Matters Arising from Minutes:

Cllr I Alexander requested an update on item 26/02/175 Street Lighting.

Resolved – the clerk agreed to obtain and update and bring to the next meeting.

26/03/185 Expenditure/Payments Transactions: Each Councillor received a copy of the Expenditure/Payments Transactions for February 2026.

Cllr J Urey left the room at this point having declared a non-registerable interest.

Resolved – That the Expenditure/Payments Transactions for February 2026, (total £22,914.99) be approved for payment. *(Full list attached)*

Cllr J Urey re-entered the room and meeting.

26/03/186 Income/Receipts Received: Each Councillor received a copy of the Income/Receipts Report for February 2026.

Resolved – To note and ratify that the Income/Receipts Report for February 2026 (total receipts being £3,298.33)

26/03/187 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 28th February 2026.

Resolved To approve the Bank Reconciliation as of 28th February 2026, summarised below:

- Petty Cash	£35.00
- Lloyds General Fund a/c	£45,017.28
- Lloyds (Salaries) a/c	£1,651.36
- Nationwide (Gen Reserve) a/c	£79,656.64
- Co-Op (Gen/EMR Fund) a/c	£8,562.89

TOTAL £134,923.17

26/03/188 Budget Summary of Receipts and Payments: Each Councillor received a copy of the budget summary of receipts and payments as of 28th February 2026.

Members discussed the commentary provided regarding overspends in this budget summary.

Resolved – that the Finance committee meet in April 2026 to resolve these overspends.

Financial Budget Comparisons as of 28th February 2026 is ratified and accepted as a true record.

26/03/189 Parish Council Fees:

Resolved – members agreed to adopt the revised fees for FY 26/27 provided by the Deputy Clerk with effect from 1 June 2026.

Proposed Changes WEF 1 Jun 2026

Turreff Hall Main Hall

Standard Rate	Current Mon-Fri £/hr	Proposed Mon-Fri £/hr	Current Sat-Sun £/hr	Proposed Sat-Sun ¹ £/hr
Standard Rate	15.00	16.00	20.00	21.00
Concessionary ² Rate	8.50	9.50	10.00	11.00
Party Rate (until 7pm)	15.00	16.00	20.00	16.00
Party Rate (7pm-11pm)	22.00	23.00	27.00	28.00

Allotments

	Current Fee £ per m2	Proposed Fee £ per m2
Parish Resident	0.26	0.30
Non- Parish Resident	0.30	0.46

26/03/190 Review of Council Community Events:

Resolved – To note receipt of a summary analysis of Donnington & Muxton Parish Council (DMPC) organised Community events in 2025/26.

Cllr N Dugmore requested that the report be developed to include amongst other matters, attendance numbers.

26/03/191 SIDS/Bus Shelters and Poppies Contract

Members noted a report from the clerk.

Resolved - That:

- The cleaning of the bus shelters on a regular basis be discontinued.
- The contract for the rotation of 3 SIDs once a month be awarded to DR Seabury Builders (£1800).
- The contract for the siting of the remembrance poppies be limited to the 50 poppies that the Council currently be awarded to DR Seabury Builders (£360).
- That the 26/27 budget for General Maintenance (code 411) be increased from its proposed level of £1200 to £2160 through the virement of £960 from the Bus Shelter cleaning budget (Code 403).

26/03/192 Grounds Maintenance Contracts

Resolved – To award the Grounds Maintenance Contract for the financial year 2026/27 as follows to Nobridge Ltd at a cost of £5.895.81
(Members noted that the contract had not been competitively tendered/quoted for and that any tender process now would delay/ suspend the provision of the service for at least a couple of months at a critical time. Furthermore, the quote was for the same price as the current year and with the Council ceasing to exist in 2027 quotes might be difficult to attract for a 12-month period).

26/03/193 LGPS Discretions Policy.

Resolved - To approve the draft LGPS Discretions Policy circulated at the previous meeting.

26/03/194 West Mercia Police Community Charter

Resolved – That, the 3 priorities remain unchanged namely: Off Roding, Anti-Social Behaviour and Other Traffic Offences.

26/03/195 T&WC Community Pride Funding

Resolved: To accept the T&Cs for the following grant funding offers (via the Telford and Wrekin Council Community Pride Fund Scheme) and to authorise their signing by 2 councillors.

The Snug – £100
Sip & Social – £125
Football Nets – £100
Christmas Lights – £500

Resolved – That, additional budget lines be created (other than Christmas lights, which already exists) for each approved Community Pride funding grant to match the level of the grant received.

26/03/196 Date of next meeting

The next Council meeting will be held on Monday 13th April 2026 at Turreff Hall, Donnington commencing at 7pm.

26/03/197 Exclusion of Press and Public

Resolved: That, under 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.

26/03/198 Staffing Matters

Members received a report from the Staffing Committee

Resolved – That, in general terms to approve the recommendations in the report.

Signed:

Date:

Donnington & Muxton Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

02 March 2026 (2025-2026)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
557	War Memorials	10/03/2026		DMPC Lloyds Genera	Previous Year - Un	Cllr J Urey Pride Fund - Muxton	Mrs L A Urey	X	165.00		165.00
											165.00
563	Lettings	27/02/2026		DMPC Lloyds Genera	refund due	Hall Hire Overpayment	Telford & Wrekin - ACC 20	X	33.00		33.00
											33.00
583	Stationery	12/02/2026		DMPC Lloyds Genera		Office Stationery	Viking Office UK Ltd	S	49.87	9.98	59.85
											59.85
584	Miscellaneous	13/02/2026		DMPC Lloyds Genera	Against All Odds	Books	Amazon Business UK	Z	1.00		1.00
											1.00
585	Miscellaneous	13/02/2026		DMPC Lloyds Genera	8 books	Books	Amazon Business UK	Z	8.00		8.00
											8.00
586	Computers/IT/Telephones	16/02/2026		DMPC Lloyds Genera		Domain name renewal	Kalidescope	S	30.00	6.00	36.00
											36.00
587	Sum Up fees	13/02/2026		DMPC Lloyds Genera	Su Upm	Sum up fees	Sum Up Payments Ltd	E	0.12		0.12
											0.12
588	Electricity	16/02/2026		DMPC Lloyds Genera	M9	Electricity	West Mercia Energy	L	117.31	5.87	123.18
588	Electricity	16/02/2026		DMPC Lloyds Genera	M9	Electricity	West Mercia Energy	S	6.37	1.27	7.64
											130.82
589	Community Events	16/02/2026		DMPC Lloyds Genera	Pre-payment 26-27	Mobile Bar Licence Fee	Timmy T Evans	X	60.00		60.00
											60.00
590	Bus Shelters - Cleaning	16/02/2026		DMPC Lloyds Genera	M11	Cleaning of Bus Shelters / Sids	D R Seabury Builders	E	255.00		255.00
590	General Maintenance	16/02/2026		DMPC Lloyds Genera	M11	Cleaning of Bus Shelters / Sids	D R Seabury Builders	E	115.00		115.00
											370.00
591	Miscellaneous	16/02/2026		DMPC Lloyds Genera	Pablo & Splash	Books	Amazon Business UK	E	1.00		1.00
											1.00
592	staff Costs - Employee Gross P	25/02/2026		DMPC Lloyds Genera		PAYE September 2025	HM Revenue and Customs	E			
592	Staff Costs - Employers NI/Per	25/02/2026		DMPC Lloyds Genera		PAYE September 2025	HM Revenue and Customs	E			
592	Staff Costs - Employee Gross P	25/02/2026		DMPC Lloyds Genera		PAYE September 2025	HM Revenue and Customs	E	502.61		502.61
592	Staff Costs - Employers NI/Per	25/02/2026		DMPC Lloyds Genera		PAYE September 2025	HM Revenue and Customs	E	370.00		370.00
											872.61
593	Staff Costs - Employers NI/Per	25/02/2026		DMPC Lloyds Genera	M11	Pension contributions - Septem	Shropshire County Pension	E	649.01		649.01
593	staff Costs - Employee Gross P	25/02/2026		DMPC Lloyds Genera	M11	Pension contributions - Septem	Shropshire County Pension	E	163.67		163.67
593	Staff Costs - Employers NI/Per	25/02/2026		DMPC Lloyds Genera	M11	Pension contributions - Septem	Shropshire County Pension	E			
593	Staff Costs - Employee Gross P	25/02/2026		DMPC Lloyds Genera	M11	Pension contributions - Septem	Shropshire County Pension	E			
											812.68
594	staff Costs - Employee Gross P	25/02/2026		DMPC Lloyds Salaries	M11	Salaries	Payroll	E	2,146.20		2,146.20
594	Staff Costs - Employee Gross P	25/02/2026		DMPC Lloyds Salaries	M11	Salaries	Payroll	E			
											2,146.20
595	Sum Up fees	16/02/2026		DMPC Lloyds Genera		Sum up fees	Sum Up Payments Ltd	E	0.06		0.06

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02 March 2026 (2025-2026)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
											0.06
596	Sum Up fees	17/02/2026		DMPC Lloyds Genera	sum up	Sum up fees	Sum Up Payments Ltd	E	0.04		0.04
											0.04
597	Bank Charges	17/02/2026		DMPC Lloyds Genera	see bank statemen	Bank Charges	Lloyds Bank	E	10.20		10.20
											10.20
598	Subscriptions	18/02/2026		DMPC Lloyds Genera		Adobe PDF Subscription	Adobe Systems	S	16.64	3.33	19.97
											19.97
599	Keyholder Cover	10/03/2026		DMPC Lloyds Genera	Intruder 7 Feb 26	Security / Key Holder / Turreff	Security Wise Ltd	S	145.00	29.00	174.00
											174.00
600	Electricity	02/02/2026		DMPC Lloyds Genera	BGB64774	Electricity 9/07/2024 - 09/08/2	British Gas Lite - ACC 6477	L	188.51	9.43	197.94
											197.94
601	Gas	19/02/2026		DMPC Lloyds Genera	Month 10 6000620	Gas	British Gas - ACC 6006201	L	37.20	1.86	39.06
601	Gas	19/02/2026		DMPC Lloyds Genera	Month 10 6000620	Gas	British Gas - ACC 6006201	S	775.11	155.00	930.11
											969.17
602	Community Events	10/03/2026		DMPC Lloyds Genera	Pre-payment 26-2	Newsletters	Shropshire Printing Limited	S	60.00	12.00	72.00
											72.00
603	Electricity	17/03/2026		DMPC Lloyds Genera	1 Jan-31 Jan 26	Electricity - June 24	West Mercia Energy	L	126.80	6.34	133.14
603	Electricity	17/03/2026		DMPC Lloyds Genera	1 Jan-31 Jan 26	Electricity - June 24	West Mercia Energy	S	6.34	1.27	7.61
											140.75
604	Gas	17/03/2026		DMPC Lloyds Genera	31 Dec-31 Jan	Gas	West Mercia Energy	S	321.47	64.29	385.76
											385.76
605	Computers/IT/Telephones	03/03/2026		DMPC Lloyds Genera		Mobile Phone	02	S	16.83	3.37	20.20
											20.20
606	Streetlighting costs	24/02/2026		DMPC Lloyds Genera	Q1 25-26	street lights	Telford & Wrekin - ACC 20	S	5,178.54	1,035.71	6,214.25
											6,214.25
607	Streetlighting costs	10/03/2026		DMPC Lloyds Genera	Q2 25-26	street lights	Telford & Wrekin - ACC 20	S	5,524.25	1,104.85	6,629.10
											6,629.10
608	Cleaning	24/02/2026		DMPC Lloyds Genera	9-13 Feb	Turreff Hall Cleaning	Shines of Shropshire	X	227.00		227.00
											227.00
609	Cleaning	26/02/2026		DMPC Lloyds Genera		Turreff Hall Cleaning	Shines of Shropshire	X	227.00		227.00
											227.00
610	Subscriptions	10/03/2026		DMPC Lloyds Genera	Pre-payment - 20	scribe accounting package Allo	Scribe Accounts	S	636.00	127.20	763.20
											763.20
611	Library Water Rates	26/02/2026		DMPC Lloyds Genera		Water Charges	Water Plus - Library ACC 7	L	51.97	1.65	53.62
											53.62
612	Miscellaneous	10/03/2026		DMPC Lloyds Genera		Memorial Bench	Broxap	S	768.00	153.60	921.60
											921.60
613	Sum Up fees	26/02/2026		DMPC Lloyds Genera		Sum up fees	Sum Up Payments Ltd	E	0.02		0.02
											0.02
614	Donnington Toilets - Electricity	12/03/2026		DMPC Lloyds Genera	22 Jan - 21 Feb 26	Electricity	British Gas Lite - ACC 1336	L	26.75	1.34	28.09

Donnington & Muxton Parish Council
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02 March 2026 (2025-2026)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
											28.09
615	Donnington Toilets - Cleaning	27/02/2026		DMPC Lloyds Genera	16-23 Feb 26	Donnington Toilets - Cleaning	Laura's Cleaning	E	300.00		300.00
											300.00
616	Computers/IT/Telephones	10/03/2026		DMPC Lloyds Genera		Monthly 365/Teams Phone/Sup	Midland Computers Ltd	S	335.95	67.19	403.14
											403.14
617	Keyholder Cover	10/03/2026		DMPC Lloyds Genera	M11	Security Cover /Keyholding Tur	Clearview Security	S	337.50	67.50	405.00
											405.00
618	Sum Up fees	27/02/2026		DMPC Lloyds Genera	Sum Up	Sum up fees	Sum Up Payments Ltd	E	0.10		0.10
											0.10
619	Bank Charges	17/02/2026		DMPC Lloyds Salaries	M11	Salaries Bank Charges	Lloyds Bank	E	8.50		8.50
											8.50
620	Website	02/03/2026		DMPC Lloyds Genera	CrDec01	Website Hosting	Kalidescope	S	40.00	8.00	48.00
											48.00
Total									20,038.94	2,876.05	22,914.99

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role