



Donnington & Muxton Parish Council
Turreff Hall, Turreff Avenue, Donnington, TF2 8HG
Email: clerk@donningtonmuxton-pc.gov.uk
Website: www.donningtonmuxton-pc.gov.uk
Telephone: 01952 608001

To All Members of this Parish Council

6th May 2025

Dear Councillor,

Annual Council Meeting

You are **summonsed** to attend the **Annual Council Meeting** of Donnington & Muxton Parish Council **on Monday 12th May 2025**, at **Turreff Hall, Donnington**, commencing at 7pm.

To transact the following items of business:

AGENDA

25/05/01 Election of the Chairman of the Council:

- a) To elect a Chairman of the Council for 2025/2026.
- b) The Chairman to sign the Declaration of Acceptance of Office.

25/05/02 Election of the Vice-Chairman of the Council:

- a) To elect a Vice-Chairman of the Council for 2025/2026.

25/05/03 Apologies: To accept the apologies of those unable to attend.

25/05/04 Declaration of Interest

To declare a personal or pecuniary interest in any item on the agenda.

25/05/05 Minutes To confirm the following Minutes of the Council and its Committees:

- a. Extraordinary Council Meeting held on 3rd March 2025.
- b. Planning Committee meeting held on 14th April 2025.
- c. Council meeting held on 14th April 2025.
- d. Planning Committee meeting held on 28th April 2025.

25/05/06 Matters Arising from Minutes

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

25/05/07 Appointment of Members to Standing Committees

To discuss delegating powers to committees required by the Parish Council and appoint Councillors to those committees (The Chairperson and Vice-Chairperson are ex- officio members of all Committees except Staff and Personnel in which only the Vice-Chair is a member). Current committees are:

- a. Planning Committee
- b. Staff and Personnel Committee (five members plus Vice-Chairperson).
- c. Finance Committee.

25/05/08 Appointment of New Committees

To consider the appointment of new committees, the number of members and receipt of nominations to them, if applicable.

25/05/09 Standing Orders and Financial Regulations

To review and accept the Standing Orders and Financial Regulations for this Council.

25/05/10 Councillors Code of Conduct

To review and accept the Councillors Code of Conduct.

24/05/11 External Organisations

To appoint Councillors as representatives of the Parish Council on the following external organisations:

Wrekin Area Committee (WAC)

Parish and Town Council Group

Parish Charter Monitoring Group

Shropshire Playing Fields Association Executive Committee

Telford Sports Forum

Bus Users Group

Donnington Partnership - 1 plus reserve

Granville Country Park Steering Group

Snow Liaison Officers for: Donnington East

Donnington West

Muxton

The Humbers

Community Emergency Co-ordinator

25/05/12 Affiliation/Membership to other organisations

To review the Council's membership to the following organisations:

a. The Shropshire Association of Local Councils (SALC) and affiliation fees of £2,928.68.

b. Shrewsbury and Newport Canal Trust at an annual affiliation fee of £30.

25/05/13 Meetings 2025/2026

To confirm the proposed timetable for full Council meetings for 2025/2026.

25/05/14 Signatories for Bank Accounts

To discuss and confirm the appointment of signatories for the Co-operative Bank, Nationwide Business Savings Account and Lloyds Bank Accounts.

24/05/15 Payments by Direct Debits

To ratify the continuation of paying the attached list of service providers by Direct Debit.

25/05/16 Advertising Turreff Hall

To review the continued advertising of Turreff Hall in the production programmes of The Little Theatre Donnington at a cost of £125 per annum.

25/05/17 General Power of Competence

The three conditions for eligibility for the Parish Council to exercise the General Power of Competence are as follows:

Resolution: The Council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the Clerk.

Electoral Mandate: at the time the resolution is passed, at least two-thirds of the council must hold office as a result of being declared elected (i.e. not co-opted).

Qualified Clerk: at the time that the resolution is passed, the Clerk must hold a recognised professional qualification (e.g. Certificate in Local Council Administration, Certificate of Higher Education in Local Policy) **AND** pass the 2012 CiLCA module relating to the general power of competence.

As a result of satisfying the above criteria Council is requested to pass the following resolution:

The Parish Council resolves from 13th May 2024, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

25/05/18 Community Action Team (CAT) Report for April 2025

To receive the CAT Action Report for April 2025.

25/05/19 Statement of Internal Controls and Internal Control List

To adopt the Statement of Internal Controls and Internal Control List for this Council.

25/05/20 Allotments update

To receive an update on the discussions had at the Allotment Tenants Meeting held on 28th April 2025.

25/05/21 Annual Report: To receive the Annual Report for 2024/2025.

25/05/22 Date of next meeting

To inform Councillors that, providing item 25/05/13 is approved, the next Council meeting will be held on Monday 9th June 2025 commencing at 7pm at Turreff Hall, Donnington. Items to be discussed will include the approval of Accounts for the Annual Return 2024/2025.



Ralph L Morgan
Clerk to the Parish Council



EMPLOYER RECOGNITION SCHEME

SILVER AWARD 2024

Proudly supporting those who serve.



IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS