

DONNINGTON AND MUXTON PARISH COUNCIL

**5 YEAR BUSINESS PLAN
2023 - 2027**



**DONNINGTON AND MUXTON PARISH COUNCIL
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CHAIRMAN'S FOREWORD



Our Parish Councillors are working hard to provide the public facilities you would like to be available in your parish. Donnington & Muxton Parish Council has a relatively low precept for its size, and we endeavour to continue to provide and expand high quality public services in a cost-effective approach.

The Parish Council has produced this five-year Business Plan to inform you what you might expect from the Parish Council during this period. It will provide you with some up-to-date facts and figures about how the Council operates and will also highlight some of our recent achievements.

I hope that the contents of this Business Plan will give you the confidence to believe your area is not only in safe hands, but also being managed effectively and in a fiscally prudent manner.

Thomas Hoof
Chairman
February 2023

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Cover Photos: Background: Walkers Clock, Clocktower Roundabout

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1 INTRODUCTION

1.1 WHAT IS A PARISH COUNCIL BUSINESS PLAN?

Donnington and Muxton Parish Council's Business Plan is a short, strategic document setting out how it uses its resources to deliver the most important things the council is doing. It is a statement of the Parish Council's vision for the parish, its purpose, values, objectives and key priorities. The Business Plan is a live document that will be reviewed annually, it is used to drive the budgeting process, plan activities for the coming years and enable the Parish Council and residents to monitor its progress against key priorities. This Business Plan is primarily an internal document and summarises much of what this Council does, how it aims to change, how it will measure success and what its targets are. Some of what it does is in partnership with others such as Telford & Wrekin Council, Donnington Partnership, the Police and local housing associations and this Plan reflects this. The Parish Council will publish separate messages to communicate on a wider basis with the public and other organisations.

The Council does not intend this to be a traditional 'Parish Plan' that sets out aims and ambitions that are delivered by the community and partners as a whole. Rather it is a document that sets out what Donnington and Muxton Parish Council itself can achieve either directly or by working with the relevant delivery body such as the Borough Council.

The aim of the Business Plan is to give the residents of Donnington, Muxton and The Humbers a clear understanding of what the Parish Council does and what it is trying to achieve. It details what the Parish Council intends to focus on over the next five years.

1.2 WHY DOES THE PARISH COUNCIL PRODUCE A BUSINESS PLAN?

Having an agreed strategy provides a framework for the Parish Council to work within, enabling it to operate in a more consistent and co-ordinated way, and to be proactive rather than reactive in its decision-making. It has based the Plan on the understanding of the community's needs gathered from its day-to-day involvement with residents and other organisations such as the Donnington Partnership, Safer and Stronger Partnership, meetings and other local organisations.

At the same time, the Business Plan will help the local community to have a better understanding of what the Parish Council does and to clarify what it doesn't do; in other words, to explain what issues fall under the responsibility of other delivery bodies such as Telford & Wrekin Council (T&Wr) and Local Housing Associations.

The Plan is a statement of intent. However, the Parish Council may have to make decisions contrary to our stated commitments if events such as budget constraints, new legislation or changes in our policies make that necessary. Any changes will, however, be reflected in an updated Plan.

1.3 COMMUNITY INVOLVEMENT IN THE PLAN

To ensure this Business Plan is consistent with our residents' wishes, we will consult on its contents through as many channels as possible including our website and contacts with the leading local organisations. The Council will promote its availability through the Parish Council's newsletter, Facebook, Twitter and Instagram pages. It will request feedback and modify each version in the light of that feedback.

It will include local churches, T&Wr Council, Donnington Partnership and local resident social media sites in the consultation to ensure the Plan is consistent with Borough Council goals and aspirations.

1.4 MONITORING THE PLAN

Evaluating progress against the list of activities that make up our five-year Plan will take place every year at the full Parish Council meeting held in April. At this meeting the Council will seek to understand the progress made in the strategy, where it needs to do further work and if there are any delays or obstacles to progress. It will review and update the whole Business Plan annually to keep the document relevant and up-to-date.

The Business Plan will be available on the Parish Council website, with hard copies available to view in the Parish Council Office/Library.

Our Business Plan will continue to be the main way of telling you what this Council is doing to meet the needs of the community. It is a two-way conversation. Please tell the Parish Council what you think about it. It will welcome your comments. If you require any further information that would help you understand what the council is trying to achieve, please let it know by contacting the Clerk. The Council can also provide additional information on the issues raised in the Plan.

As already mentioned, it is the Council's intention to review the Business Plan regularly, publish progress through our newsletter, social media pages and website, and make any changes considered necessary as a result. Please respond to:

Ralph Morgan, Clerk to the Parish Council
Turreff Hall
Turreff Avenue
Donnington
Telford
TF2 8HG

clerk@donningtonmuxtonpc.org

2 THE PARISH COUNCIL

2.1 OVERVIEW OF THE COUNCIL

Parish and Town Councils are the first tier of local government and are incorporated bodies, established by legislation. Donnington and Muxton Parish Council comes under the unitary authority of Telford & Wrekin Council and, as such, is part of a two-tier local government structure, each with different responsibilities. The Parish Council has an important role to play in promoting its area, representing its interests and supporting the work of different groups in the community. It is also responsible for The Liz Clare library situated in Donnington.

Telford & Wrekin Council is the second tier and is responsible for services including housing and environmental services. It is also responsible for strategic planning policies for all development (including housing and employment sites) via its Local Plan as well as highways, relating to roads and footways (pavements), education, health and social services, public rights of way and libraries.

Electors residing in the Parish Council area elect thirteen Parish Councillors every four years. The Council elects a Chairman and Vice-Chairman annually at the Annual Council

Meeting in May. The Council reports to the electorate at the Annual Parish Meeting. Councillors are unpaid. Councillors commit their time to improving Donnington, Muxton and The Humbers and maintaining them as attractive and sustainable places in which to live, visit and do business. Elections were last held in May 2019 with the next elections taking place in 2023.

The Parish Council owns property and land in the Parish and gains income from some of it. It holds these assets on behalf of the community and is responsible for maintaining their value.

The full Council meets monthly except in August and all meetings are open to the public with a period set aside for members of the public to address Council.

The Council runs its business through executive and non-executive committees. Working groups comprising councillors and members of the public support the work of the Council as and when required.

The Council works to its Standing Orders and Financial Regulations which stipulate the rules by which it operates and conducts its business. The Council has based its Standing Orders on a model prepared by the National Association of Local Councils (NALC). It also expects Parish Councillors to adhere to the Council's Code of Conduct which can be found on the Council's website or from the Parish Council office. Committees and working groups work to terms of reference agreed in Council or in executive committees.

The Council has qualified for and has gained the 'General Power of Competence (GPC)' which gives town and parish councils more 'power to act' – this means that councils have the power to do anything that individuals generally may do, such as trading or setting up a company to provide a service. This brings new opportunities for Donnington and Muxton Parish Council in terms of providing cost-effective services and facilities to meet the needs of local people.

The Office for National Statistics 2020 Mid-Year Estimates by Output Area shows an estimated Parish population at 14,293.

2.2 THE COUNCIL STAFF AND MANAGEMENT

The Council currently has only one full-time employee – the Clerk to the Council. The Clerk administers the Council and must carry out all the functions required by law. The Clerk is the Parish Council's "Proper Officer" and only the Clerk can sign official documents on behalf of Council. The Clerk is also the Council's Responsible Financial Officer (RFO).

A part-time Assistant Clerk supports the Clerk.

The Council also employs a part-time Community Events and Engagement Officer, and a part-time caretaker/cleaner for Turreff Hall and the library.

In addition to these employees, the Council uses contractors for a number of tasks including electrical maintenance, grounds and general maintenance.

2.3 CORPORATE VISION AND OBJECTIVES

The Parish Council's vision for Donnington, Muxton and The Humbers is for it to be a successful, vibrant, attractive place, where people want to live, work and visit.

The Council's Mission Statement:

The Parish Council aims to improve the quality of life for the residents of Donnington, Muxton and The Humbers by ensuring that it is a desirable, thriving and sustainable place in which to live. It does this in a number of ways:

- It provides a democratic and representative voice for the community.
- Where it provides services, it manages them to a good quality standard, in an efficient, effective and responsive way, at an affordable cost.
- Where others provide services, the Parish Council endeavours to ensure that it deals with them effectively and in accordance with the wishes of the community.
- It works with residents, local authorities and other service providers, businesses and voluntary organisations with the aim of achieving a safe, healthy, prosperous and sustainable community.

To achieve the Mission Statement the Parish Council needs to:

- Represent those who live, study and work in Donnington, Muxton and The Humbers and those who visit the parish.
- Promote and represent the community's views and aspirations at local, district and national level.
- Provide high standard, cost-effective services and amenities to help meet the needs and wishes of residents.
- Work in partnership (or otherwise) with other statutory and voluntary bodies, businesses and individuals, to ensure an improving standard of services and facilities to meet the needs and expectations of residents.
- Achieve a greater degree of influence over service delivery and service development bodies to ensure those organisations have the best interests of residents in mind.
- Seek a fair share of investment in the parish by local, unitary and regional authorities.
- Manage the devolution of services to the Parish Council where it can deliver them more effectively and efficiently, and ideally with no additional cost to the taxpayer.
- Enhance and promote the historic and cultural heritage of Donnington, Muxton and The Humbers and safeguard each area's unique identity.
- Encourage and promote the economic and commercial vitality of the parish and support as best we can the many small businesses in the parish.
- Strive for a pleasant, clean and safe environment throughout the parish.
- Promote and support local voluntary groups and clubs that seek to assist residents and visitors.
- Be a professional, competent, and caring Parish Council
- Help create a socially inclusive and caring community that embraces all its residents, irrespective of age, gender, culture, income, race, sexual orientation, or religion, and which seeks to develop their well-being, knowledge, understanding and mutual co-operation.

2.4 FINANCIAL INFORMATION

2.4.1 Income

The Parish Council is mainly funded by way of a 'precept'. The precept is the local tax levied by the Parish Council that Telford & Wrekin Borough Council collects on this Council's behalf as part of the Council Tax bill. The budgeted expenditure for the Council for each year is displayed on its website along with the audited Annual Returns for each year and at the Parish Council office.

Additional income is raised through the lease of Cordingley Hall and rent from hiring out Turreff Hall as well as additional grants as and when received.

2.4.2 Expenditure

The main items of expenditure are:

- Office Administration, salaries, contractors, and on-going expenditure (e.g., Christmas Lights, streetlighting).
- Turreff Hall community centre.
- Donnington and Muxton Community Library (The Liz Clare Library)
- Public Toilets
- Bus Shelters
- General Grounds maintenance including the closed churchyard at St Matthew's Church, Donnington, allotments, and grass cutting in Muxton.

2.4.3 Reserves

The Parish Council holds unallocated money in a reserve account in case there is a major problem that affects the Council's business. It also has an allocated reserve fund in case the opportunity or need arises where work can be done in partnership with the Borough Council or external organisation that would require "match-funding".

2.4.4 Allowances

Councillors are able to receive an allowance for their duties should they wish to do so (The Local Authorities (Members' Allowances) (England) Regulations 2003 (Statutory Instrument No. 1021-2003). Parish Councillors voted not to receive allowances at its meeting held in May 2021.

2.4.5 Volunteers

The Parish Council could not complete the work it has committed to (Section 4) without the help of volunteers from the community to help run the local library.

2.5 PARISH COUNCIL'S MAIN AREAS OF RESPONSIBILITY

The Parish Council has the following responsibilities:

- The management, maintenance, and development of over 16 acres of open space including land in Muxton and Donnington Allotments.
- The maintenance of 13 bus shelters, 11 of which are apex roof brick shelters, 1 is a tin shelter and 1 a metal shelter with solar lighting.
- The provision and maintenance of street lighting.
- The provision of Christmas lighting and Christmas Festival community event.
- The provision of a spring/summer Community Event.
- Submitting comments as a statutory consultee to planning applications within the parish.
- Landlord of Cordingley Hall community centre currently leased to Casey's Venues.
- Management of Turreff Hall.
- Management of Donnington and Muxton Community Library (The Liz Clare Library).
- Management and maintenance of the closed churchyard at St Matthew's Church, Donnington.
- The management and maintenance of Donnington Public Toilets.

The Council also represents the parish on the following external organisations:

- Wrekin Area Committee (WAC)
- Parish and Town Council Group
- Parish Charter Monitoring Group
- Shropshire Playing Fields Association
- Telford Sports Forum
- Donnington Partnership
- Granville Country Park Steering Group

The Council also deals with complaints and general enquiries from members of the public often resulting in liaising with the Borough Council and Local Housing Associations. The Parish Council endeavours to keep its residents informed of any decisions and proposals that may affect them.

2.6 OTHER ORGANISATIONS WITH PUBLIC SERVICE DELIVERY RESPONSIBILITIES

Telford & Wrekin Council (T&Wr) is responsible for environmental services which include refuse and recycling and highways services such as potholes and streetlighting not owned by Parish and Town Councils. It is also the local planning authority with responsibility for all planning approval. Residents can get extensive information on their property, planning, waste management, council tax, etc. from the Borough Council's website at www.telford.gov.uk

West Mercia Police (<https://westmercia.police.uk/>) is responsible for addressing crime and anti-social behaviour within the area.

Where others provide services, such as housing associations, the Parish Council endeavours to ensure they deliver them effectively and in accordance with the wishes of the community.

2.7 PARISH COUNCIL GOVERNANCE AND COMMUNICATION

2.7.1 Good Governance Objectives

Donnington and Muxton Parish Council aims to be a professional, competent and caring Parish Council, to be open and accountable in all it does and to ensure the sound financial management of Parish Council resources.

The Parish Council aims to:

- Be well-informed about the needs and opinions of the parish's residents and businesses by consulting them on major issues.
- Improve services to the public by encouraging members and staff to develop their skills by undertaking appropriate training.
- Ensure it gives Councillors the opportunity to keep abreast of new opportunities and policy.
- Be a good and fair employer by providing fulfilling work opportunities and conditions for its staff.
- Continuously promote public participation in all Parish Council meetings and initiatives
- Deal with enquiries and fault reports from members of the public speedily and efficiently
- Be an effective custodian of the Council's property and documents.

The Parish Council recognises the role of good communication in building positive relationships with the public and with organisations that provide services in the parish. It will continue to seek to improve established channels of communication and explore opportunities for new ones.

2.7.2 Governance Activities and Communication

To achieve the objectives detailed above, the Council will:

- Regularly maintain and update the Parish Council website providing information about the Council and signposting people to other service providers.
- Post regular news of Council initiatives on its notice boards, website, its Facebook, Instagram and Twitter pages.
- Review and improve other methods of distribution for Council news including the quarterly newsletter.
- Provide an opportunity at each Parish Council meeting for public speaking and comments.
- Make updated versions of the Parish Council Business Plan available on the Council website.
- Share a report covering Council activities during the previous twelve months at the Annual Parish Meeting
- Conduct a review of training needs of both Councillors and staff following any Governance changes and then review annually.
- Invite representatives of outside agencies to address the Council on key matters of interest.
- Reinstate its Working Lunches inviting representatives from key groups with other statutory and voluntary bodies, businesses, residents, and other stakeholders as appropriate, in order to facilitate coordinated effort.
- Appoint representatives to appropriate external agencies and committees.
- Attend relevant conferences and meetings.
- Be involved with appropriate parish organisations.

3 COUNCIL ACTIVITIES AND ITS COMMITMENTS

This section explains what the Parish Council does and where its responsibilities lie. It also contains information on what the Parish Council is ready to commit to on a continuing basis.

3.1 Community and Leisure

The Parish Council is responsible for the delivery of a number of community services and amenities:

3.1.1 Turreff Hall

Turreff Hall is owned by the Parish Council and is a medium sized community centre hired out to groups, organisations and for parties. It can hold up to 120 people and is managed and maintained by the Parish Council. The Council strives to keep prices of hiring the hall to a minimum so that the local community and groups can afford to make use of it. At the same time, the Council is aware that it needs to raise sufficient revenue to maintain the hall to a high standard and attract additional commercial bookings. Turreff Hall was officially opened in 1997. The Parish Council currently uses an external contractor to cut the grass and maintain the hedges/trees.



The Council's commitment: The Council will endeavour to keep charges for the community's use of the hall as low as practicable while ensuring it has sufficient funds to maintain it at a reasonable standard. The Council will strive to upgrade the hall to modern standards as and when funds allow.

3.1.2 The Liz Clare Library



Donnington and Muxton Parish Council was approached by Telford & Wrekin Council to discuss the impact on the possible service closures and the possibility of them reducing the significant consequences for the local community by delivering and redesigning some services. As a result, the Parish Council agreed to take over the running and management of Donnington library which is attached to Turreff Hall by way of a common entrance foyer.

Upon the passing of a longstanding Parish and Borough Councillor, Mrs Elizabeth Clare, in January 2020, it was agreed to rename the library as The Liz Clare Library in honour of her memory. Consequently, there will be an impact on many areas of the organisation; this includes financial, resources and staffing. There is a requirement for Donnington and Muxton Parish Council to engage with local residents and identify volunteers who will assist in the running of the library; this will include access to current Telford & Wrekin Library volunteers. The Parish Council staff oversee the running and management of the library and in order to accommodate this, the current Parish Council office was moved into a newly constructed office contained within the current library building. This was funded by a grant from the Borough Council. All Donnington library services were transferred on 27th February 2017.

The Council's commitment: The Parish Council will endeavour to safeguard the Liz Clare Library for the local community for at least the next five years. The outcomes of which will include;

- a thriving district centre with an increased footfall for local shops and businesses which also includes the library service.
- an increase in the number of volunteers working on local projects to improve the area in which they live.
- engaging and encouraging a strong community spirit
- an increase in the number of young people in social action
- reducing the digital exclusion for those who don't have access to IT.
- reducing the number of people who are isolated within the local community.

3.1.3 Cordingley Hall

In 1974 a parcel of land was conveyed by the Rural District Council of Wellington to the Parish Council of Lilleshall as this Council was known at that time for the purpose of constructing a community centre. At around the same time the Rural Council transferred £75,000 to help toward the cost of this project. On 31st January 1976 Cordingley Hall was officially opened by Mrs Cordingley. Cordingley Hall is owned by Donnington and Muxton Parish Council (the result of a Community Governance Review and Re-organisation Order on 1st April 2015) and is a large community building currently leased to a commercial business, Casey's Venues. The lease is currently for ten years and commenced on 11th July 2013. It will be renewed as from 11th July 2023. The Hall can hold up to 250 people. The decision to lease the hall to a commercial



company was made to reduce the maintenance and running costs of the building which was proving to be a drain on public money and resources. The Parish Council ensured that the hall could still be used by the local community and as such was extremely careful that the company leasing the hall was the type of business that could carry this on.

The Council's commitment: The Council will endeavour to ensure the terms of the lease are adhered to and work in partnership with Casey's Venues when organising community events.

3.1.4 Donnington Public Toilets

Due to the restructuring of Telford & Wrekin Council's budgets and the threatened closure of the public toilets, the Parish Council, on 1st April 2002, agreed to take on the management and maintenance of the public toilets situated on Hawthorn Road adjacent to The Parade, Donnington. As a result, Telford & Wrekin Council entered into a 20-year lease agreement with the Parish Council. In 2013 the toilets had a complete refurbishment funded in partnership by Telford & Wrekin Council, the Parish Council and a grant from The Community Foundation for Shropshire and Telford. A Community Access Public Defibrillator has been located at the toilets paid for by the Parish Council. The Parish Council renewed the lease for another 20 years as from 1st April 2022.

The Council's commitment: It will continue to manage and maintain the toilets to the highest standard for the benefit of the community.

3.1.5 Allotments

The Parish Council leases one site for allotments on a peppercorn rent from Telford & Wrekin Council. This lease is initially for 25 years which commenced in October 2011. The allotments are located on land adjacent to The Fields, Donnington and situated on part of Donnington Recreation Ground. There are currently 28 plots of varying sizes but the majority of which are 14m x 10m (140m²).

The Council's commitment: It will continue to run the allotments at a fair competitive rent and will work with the allotment holders to maintain and manage the site and keep it at the highest standard possible.



3.1.6 Parish Council Land

The Parish Council owns a total of 16 acres of open space. The land is located:

- Opposite Muxton Primary School, Marshbrook Way, Muxton (pictured)
- At Brands Meadow Play area and woods, Muxton.
- Adjacent to Muxton Primary School, Marshbrook Way, Muxton through to the path leading into Winchester Drive, Muxton.
- At the southern end of Saltwell's Drive running northwards between Thornton Park Avenue and Broomhurst Way, Muxton.
- War Memorial and Remembrance Garden off Marshbrook Way, Muxton. The land was donated by Persimmon and monument installed on 24th August 2022. A dedication service was held on 4th September 2022.



The Council is responsible for the grounds maintenance of these sites and the "closed" churchyard at St Matthew's Church, Donnington and as such employs

external contractors to cut the grass, clear the shrubbery, weeds and nettles and ensure that the trees at these locations are safe.

The Council's commitment: It will ensure that the areas are maintained to a high standard and will resist any development on these sites.

3.1.7 Children's Play Areas

The Parish Council has one Multi Use Games Area (MUGA) situated on its land at Brands Meadow, Muxton. Under a Service Level Agreement, Sanctuary Housing Association is responsible for the maintenance and regular RoSPA (Royal Society for the Prevention of Accidents) reports. A new MUGA was installed in August 2016 funded by Planning Gain s106 Community Infrastructure Levy from a nearby housing development.



Other play areas in the parish are maintained by Telford & Wrekin Council. These are located:

- Broadoaks Field, Wellington Road, Donnington which includes a MUGA, children's play area, BMX track and football pitches.
- Donnington Recreation Ground, School Road, Donnington which includes MUGA, Skate Park, children's play area and football pitches.
- Adjacent to the Lifelong Learning Centre, St Matthew's Road, Donnington is a children's play area.
- Adjacent to St John's Church, Saltwell's Drive, Muxton which includes a children's play area and small football goals.
- Marshbrook Way opposite junction with Winchester Drive, Muxton which includes a half ball court and large outdoor gym installed in 2016.
- Highlander Drive, Donnington has a children's play area.
- Pembridge Close, Muxton also has a children's play area.

The Council's commitment: It will continue to work with Telford & Wrekin Council and Sanctuary Housing Association in ensuring the play areas are well maintained and safe.

3.1.8 Activities for young people

The provision of children's activity groups, youth sport and leisure activities is an effective means of combatting anti-social behaviour and building a stronger and better community.

The Council's commitment: The Parish Council is committed to support, wherever and whenever possible, in helping to provide activities and affordable venues for young people and organisations working with young people and encourage their participation within the community. The Parish Council is committed to providing financial assistance of £2,000 per annum to support annual trips organised by Donnington and Muxton Youth Club

3.1.9 Community Events

During November the Council pays for the installation and erection of Christmas lights which are switched on at the end of November as part of the Council's Christmas festival community event. The Council has held other events such as a May Day community event and Queen Elizabeth II's Jubilee celebration. Events are organised with help from, Donnington Sea Cadets, Donnington and Muxton Youth Club, local schools and the Local Neighbourhood Police Team.

The Council's commitment: To continue installing and erecting Christmas lights and organising annual community events. The Council will also work with local

groups/organisations to ensure there is a sense of community ownership of these events.

3.1.10 Remembrance Services

Representatives from the Parish Council will attend the local Remembrance Services and the Chairman will lay a wreath at Donnington War Memorial on behalf of the Council. The Vice-Chairman will lay a wreath at the War Memorial in Muxton off Marshbrook Way.

The Council's commitment: It will continue to have representatives from the Council attending local Remembrance Services and laying a wreath at Donnington War Memorial, Muxton War Memorial and at the Memorial Gates at Donnington Recreation Ground.

3.1.11 Grants

The Parish Council received a grant of £50,000 from Granville Road Solar Limited for use within the communities of Donnington, Muxton and The Humbers. It will continue to apply for additional external funding as and whenever possible for use on projects for the benefit of the local community.

The Council's commitment: It will continue to seek grants and match funding as and when possible, when projects arise.

3.2 Heritage

According to the Office for National Statistics (ONS) 2020 mid-year estimates by Output area shows that Donnington had a population of 6,997. The history of Donnington extends as far back to the Domesday Book. In the early years, it was mainly agricultural, but time would show the rise of industrial developments not only in, but also the surrounding areas of, Donnington, the main ones being coalmining and ironworks.

Donnington's main employment was coalmining, but this ceased in 1979 with the closure of Granville Colliery which was Shropshire's last deep colliery. The governments Comprehensive Spending Review for 2001-2003 identified Donnington as an area of social deprivation and this status continues. The original Donnington village was to the northeast of the current centre of Donnington and was under the Duke of Sutherland's estate. It was a minor industrial centre where "Walker's works" (C&W Walker Ltd) iron works produced components of gasometers and ship's engines. The Clock Tower restaurant commemorates the landmark Walker's Clock which now sits on a road island near where "Walker's works" once was and just a hundred meters north from the centre of the original village of Donnington. Only 600 yards further north, at The Humbers, iron-making is thought to have taken place since the late 16th Century, with the name 'Humbers' deriving from a set of water-driven 'hammers' which in 1580 were owned by the Duke of Sutherland (whose Lilleshall Ironworks was one of the first blast furnaces in the West Midlands). The Hammers were located on or near the site of a mill on Lubstree Pool, which, before the dissolution of the monasteries, had belonged to the Canons of the nearby Lilleshall Abbey.

Old Donnington was the location of a coal wharf linked by rail to the Granville Colliery, Shropshire's last deep coal mine. This mine tapped into the Donnington Wood coalfield where most of the local coal and ironstone reserves are located, and which once came to the surface where it was mined in the 18th Century at Donnington Wood. In 1818 the Lilleshall Company began sinking a number of deep mines around Donnington Wood, extracting over 400,000 tons of coal a year from the area by 1871. This industrial heritage links the original Donnington village to the Industrial Revolution that Telford proudly asserts began with the first large scale smelting of iron using coke in the Coalbrookdale area of Telford.

Today the centre of Donnington is actually the centre of New Donnington, a housing development that began in the late 1930s when the War Office bought land to house the workers who would be employed at the Donnington Army Ordnance Depot, which was established in 1936 and remains in use as a logistics base.

Muxton is an ancient village situated between Lilleshall and Donnington and originally grew up around the dwelling of the swineherd to the Manor of Lilleshall. The name comes from Mocs (pigs) and tun (house). It, along with Donnington and The Humbers, forms part of Telford and is located on the town's very northern outskirts. Over the years it has seen a number of large residential developments and is now the equivalent in size of Donnington. The population was 7,296 as of the ONS 2020 mid-year estimates.

The Council's commitment: As a statutory consultee on planning applications submitted to Telford & Wrekin Council, the Parish Council will continue to pay particular attention to plans that may affect the areas heritage, as it wishes to preserve these assets for future generations. The Parish Council had its Neighbourhood Development Plan "made" (approved) by Telford & Wrekin Council on 17th February 2022 and will continue to monitor developments within the parish.

3.3 Environmental Services and Public Safety

3.3.1 Litter and Bin Emptying

The Parish Council works in partnership with Telford & Wrekin Council to ensure that there is a sufficient number of litter/dog fouling bins provided throughout the parish. The Borough Council installs and employs a contractor to empty the litter bins. There are also a number of Street Champions in Donnington and Muxton. They are volunteer residents that are provided with a litter picker, hoop, bin liners, gloves and a high visibility vest that go out when they are able to litter pick streets, paths and pavements. Other volunteers weed areas that have become unkempt or agree to clean areas of open space near to where they live or work.

The Council's commitment: It will continue to work in partnership with Telford & Wrekin Council to ensure sufficient bins are provided and emptied and support the Street Champions whenever possible.

3.3.2 Dog Fouling

Dog fouling has increased in recent years. As a result, the Parish Council is constantly working in partnership with Telford & Wrekin Council in order to address this issue. The Parish Council purchased 22 dog poop bag dispensers in August 2022 and is currently installing them around the parish.

The Council's commitment: It will continue to work with partner organisations to help reduce reported incidents of dog fouling and educate dog owners of their responsibilities. It will also ensure sufficient dog fouling bins are provided in hot spot areas and poop bag dispensers are kept filled with bags.

3.3.3 Planning

As part of the statutory planning process, Telford & Wrekin Council must consult the Parish Council on planning applications. Its Planning Committee scrutinises numerous applications each year providing feedback to the Borough Council. By doing this it provides planning officers with a knowledgeable local view of any building work or housing development proposed within the area and adjacent parishes. Affected residents frequently ask the Parish Council to support their view of a proposed development and developers will often seek the Council's input before submitting their application. It recognises the need for housing but wishes to avoid over development and building in the Green Belt. The Parish Council's

Neighbourhood Development Plan and Biodiversity Policy has been created to ensure the Local Planning Authority understands what its residents want.

The Council's commitment: It will defend the Green Network and resist overdevelopment of sites within the parish. It will resist applications for development on areas not contained within Telford & Wrekin Council's Local Plan in accordance with its Neighbourhood Development Plan.

3.3.4 Working with the Police

The Parish Council continues to work in partnership with the local neighbourhood police teams who are regular attendees at the Parish Council's Working Lunches and Council meetings.

The Council's commitment: It will continue to work with the Police to help keep incidents of crime low and support the Police as and where possible in accordance with the recently adopted Local Policing Community Charter. The Parish Council also has a representative on the Safer and Stronger Partnership.

3.4 Transport, Access and Highways

Transport and Highways issues are not part of the Parish Council's area of responsibility. However, they are extremely important to the residents, so it spends a lot of time working on residents' behalf bringing its influence to bear on the relevant authorities – principally Telford & Wrekin Council.

3.4.1 Public Transport

The public transport system within this parish is limited to bus services and since Government deregulation the Borough Council does not have control of these. Bus companies are free to choose where and when services run, though Telford & Wrekin Council does contribute financially to assist students, elderly and disabled people through concessions. The Parish Council has a representative on the Borough Council's Bus Users Group which negotiates and discusses any proposed changes to the bus services with the provider who is currently Aviva. Any diversions/temporary closures to bus routes due to events or road works that affect residents of this parish will be displayed on the Parish Council website and Social Media pages. The Parish Council owns 13 bus shelters and part owns three metal bus shelters with Telford & Wrekin Council. The Parish Council was the first to install a bus shelter with solar powered lighting in Telford and this is situated on Turreff Avenue near to the junction with Morris Drive (pictured).

The Council's commitment: The Parish Council wishes to see continued improvement to the services provided by the bus provider Arriva for the benefit of the community. It will continue to improve/renew bus shelters as and when required in partnership with Telford & Wrekin Council.

3.4.2 Highways and Access

The Parish Council was successful in negotiating with the Borough Council to implement a weight restriction along St George's Road/Wrekin Drive, Donnington. This came into force on 26th September 2016. It is also in discussion with Telford & Wrekin Council to install a zebra crossing at the northern end of Wrekin Drive, Donnington opposite Donnington Dental Practice and to install measures to reduce speeding along Wellington Road, Muxton. The Parish Council will continue to liaise with Telford & Wrekin Council to find ways of improving access to and from junctions where the build-up of traffic during peak times is a problem, such as the junctions of Wellington Road and School Road.



The Council's commitment: It will continue to work in partnership with the Borough Council to ensure the roads and pedestrians are safe by improving traffic calming measures, improving access to and from major junctions/routes and highlighting areas where pedestrian crossings are required to help keep residents safe.

3.4.3 Gritting

The Parish Council has 8 grit bins located within the parish (seven in Muxton, one in Donnington) alongside those also provided by the Borough Council. It ensures that during the winter months these bins are kept full of grit enabling residents to ensure that the footpaths and roads are kept free from ice and are safe for pedestrians and drivers. Telford & Wrekin Council also provides grit bins and, during ice and snow, provides lorries to grit major roads and ensure bus routes are kept open.

The Council's commitment: One Councillor per Parish Council Ward will continue to represent this Council as Snow Wardens. Their responsibility is to liaise with Telford & Wrekin Council to ensure that routes are kept open and grit bins are maintained and kept full during snow and icy weather. The Parish Council will continue to monitor roads and pavements throughout the parish and highlight any areas that require additional grit bins.

3.4.4 Fault Reporting

Residents can report faults such as potholes, streetlights, fly-tipping, dog fouling, litter etc direct to Telford & Wrekin Council via its website or My Telford App. Or contact the Parish Council which can report it on their behalf.

The Council's commitment: Where residents have difficulty reporting faults or getting faults acted upon, the Parish Council will act on residents' behalf and raise and monitor the issues with Telford & Wrekin Council.

3.5 Parish Economy and Development

Donnington and Muxton Parish Council wishes to encourage and promote the economic and commercial vitality of the parish to ensure its future prosperity and sustainability by:

- a. continued improvements and development to create a vibrant and viable location for Commercial businesses by assessing needs and the overall impacts of Change of Use planning applications.
- b. providing opportunities for local businesses to market their goods at parish community events.
- c. sourcing services from local businesses when possible and in accordance with this Council's Standing Orders.
- d. representing local businesses when dealing with other tiers of local government particularly when events such as road closures will directly affect traders or when there are opportunities for traders to join in with Borough Council initiatives.

The Council's commitment: The Parish Council is committed to having a thriving economy and vibrant business community for the benefit of all residents. It will seek to promote the parish as a place to do business and encourage tourism and local visitors whenever it has the opportunity.

3.6 Housing, Health, and Education

Telford & Wrekin Council is responsible for the provision of Health and Education services with local housing associations being responsible for Social Housing. As such, the Parish Council can only raise residents' issues and concerns regarding these services with the relevant organisation.

3.7 Neighbourhood Development Plans

A Neighbourhood Development Plan is a community-led framework for guiding the future development, regeneration, and conservation of an area. It contains a vision, aims, planning policies, proposals for improving the area or providing new facilities, and/or allocation of key

sites for specific kinds of development. It deals with a wide range of social, economic, and environmental issues (such as housing, employment, heritage and transport). These may be issues that are relevant to the whole or part of the neighbourhood/parish.

A Neighbourhood Development Plan has been established within the context of a local planning authority's development plan and within parameters defined in national planning policy. It is part of the statutory development plan for the area. This statutory status gives Neighbourhood Development Plans far more weight than some other local documents, such as parish plans, community plans and village design statements.

The Parish Council's statutory role in neighbourhood planning is to initiate, contribute to and facilitate the outcomes of a statutory neighbourhood process.

The Council's commitment: The Parish Council will continue to monitor the Borough Council's Local Plan along with its Neighbourhood Development Plan which was "made" by Telford & Wrekin Council on 17th February 2022. The Council obtained grants to help fund this initiative made available by the government.

4 FIVE YEAR PLAN

Donnington and Muxton Parish Council's five-year Business Plan is a statement of what it would like to see develop in the parish in the short to medium term. It is important that it addresses its residents' expectations correctly but cannot guarantee that these projects will all be completed within the timeframe as external factors such as obtaining permission from landowners, getting planning permission, budgets, Environment Agency approval, manpower and legal constraints. The Parish Council is increasingly becoming dependent on volunteers especially with the provision of library services.

4.1 Short Term Projects (1 year or annual): Short-term projects are those the Council hopes to finance in next year's budget and deliver within twelve months.

Project	Proposed Actions	Implication
Organise Community Christmas Festival for switch on of Christmas Lights.	Liaise with local businesses, schools, churches and community groups.	Raise profile of Parish Council and help community cohesion.
Organise a spring/summer community festival.	Liaise with local businesses, schools, churches and community groups.	Raise profile of Parish Council and help community cohesion.
Organise a day trip for pensioners to the seaside.	Advertise through social media and publish on notice boards. Contact groups for the elderly within the parish.	Prevent social isolation and promote wellbeing.
Organise pensioners Christmas dinner	Advertise through social media and publish on notice boards. Contact groups for the elderly within the parish.	Prevent social isolation and promote wellbeing.
Manage the running of the Liz Clare Library.	Continue working with Telford & Wrekin Council to ensure the smooth running of the Liz Clare Library, liaise with contractors and utilise volunteers to help run the library.	Ensure the library is safeguarded and kept open for the local community and assist with life skills and help avoid isolation.
Organise coffee mornings at the Liz Clare Library	Advertise through social media and publish on notice boards. Contact groups within the parish.	Prevent social isolation and promote wellbeing.
Ensure Parish Council website and Social Media pages are kept up to date to inform residents of meetings, consultations and activities.	Check and update regularly	Public kept up to date with Parish Council activities and administration.
Work toward Local Council Award Scheme Quality Gold.	Prepare and approve appropriate documents and ensure all criteria is met to achieve awards.	Ensures the public that this Parish Council is operating correctly and within statutory legislative guidelines.
Continue working with the local Police Teams and communities.	Liaise with Local Policing Teams as per Police and Parish Charter and continue to invite them to the Parish Council working lunches.	Ensures neighbourhoods are safe, clean and well maintained.
Involve local partner organisations in maintaining and improving the community for local residents through working lunches.	Advertise and invite representatives from local partner organisations to Working Lunches to discuss how the local community can be improved and highlight issues of concern.	Ensures neighbourhoods are safe, clean and well maintained.
Represent the Parish Council and assist where possible with the organisation of Donnington Bonfire.	Monitor Donnington Bonfire website to ensure the information on it is correct and up to date. Attend organising committee meetings.	Ensures any disruption to local residents is addressed and kept to a minimum.

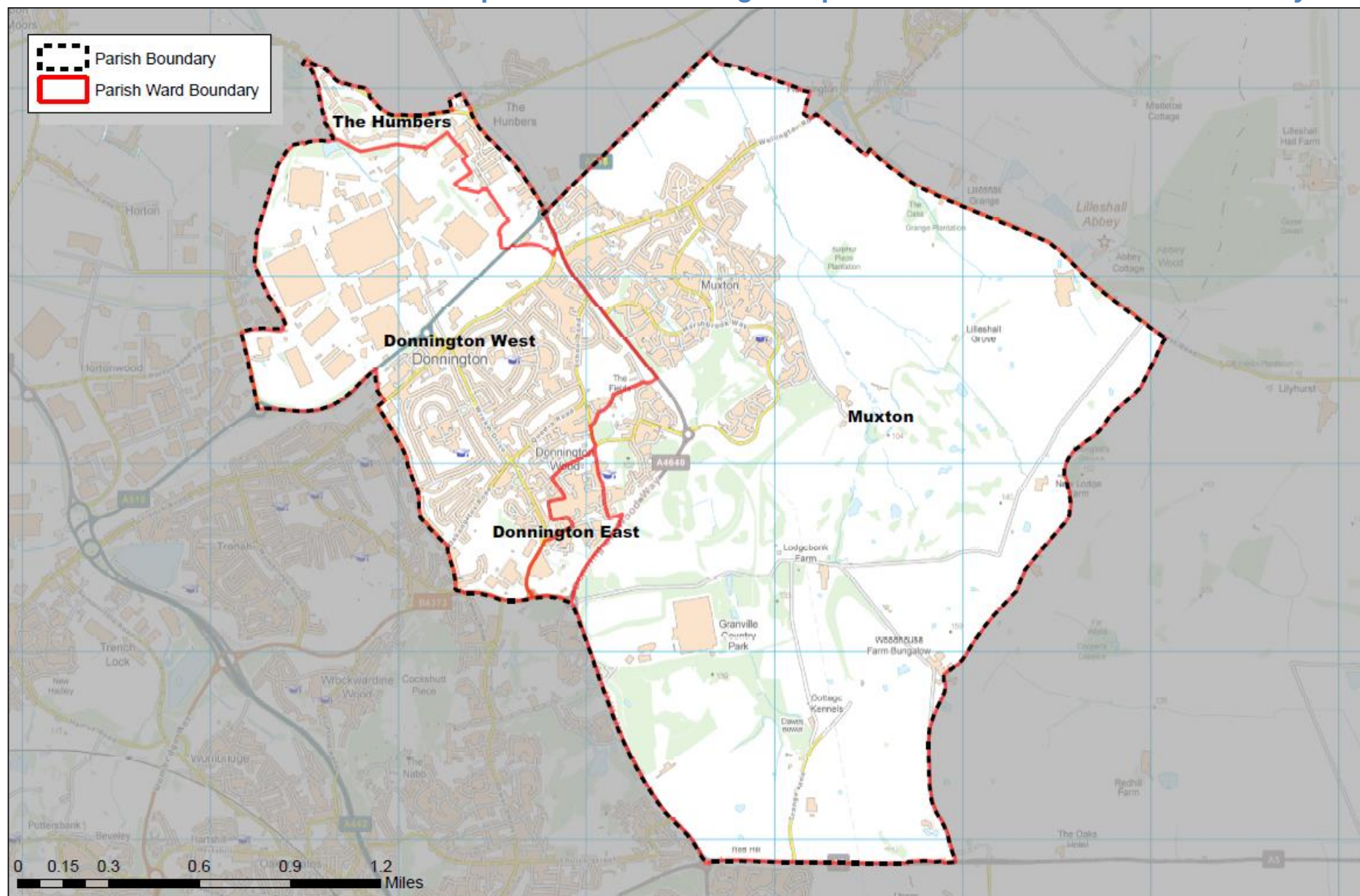
To increase and encourage use of Turreff Hall by Community Groups and residents.	Advertise and rent out Turreff Hall to groups, organisations, and private parties at an affordable fee.	Provide a community meeting place for groups to improve life skills and help avoid isolation.
Ensure Parish Council Bus Shelters in required state of repair and cleaned every month.	Monitor and check bus shelters and liaise with contractors to ensure they are kept clean and in a good state of repair.	Provide clean and safe shelters for bus users.
Ensure allotments are fully occupied and kept in a condition in accordance with the lease. Also, set up an allotment management committee.	Carry out random checks on the condition of each allotment plot to ensure they are maintained as per the lease agreement. Meet and discuss with the plot holders the benefits of having an allotment management committee.	Help reduce friction between plot holders and assist with its day-to-day management and running.
To involve the local young people in any community events organised by the Parish Council.	Assist with any local youth projects and groups.	Improve relations with and involve young people in caring for their community, improving life skills and avoid isolation. Also, to allow for interaction between the young and old.
To assist the young people in their community projects.	Help young people in any local community projects.	Ensure young people feel part of and contribute to their community.
To provide Electric Vehicle (EV) charging points at Turreff Hall	Work with local contractors to install EV charging points	Help reduce carbon footprint as part of this Council's Emergency Climate Action Plan

4.2 Medium Term Projects (2 to 5 year): Medium-term projects are those the Council hopes to initiate and deliver over two to five years, but these will be dependent on any funding available through grants or Borough Council.

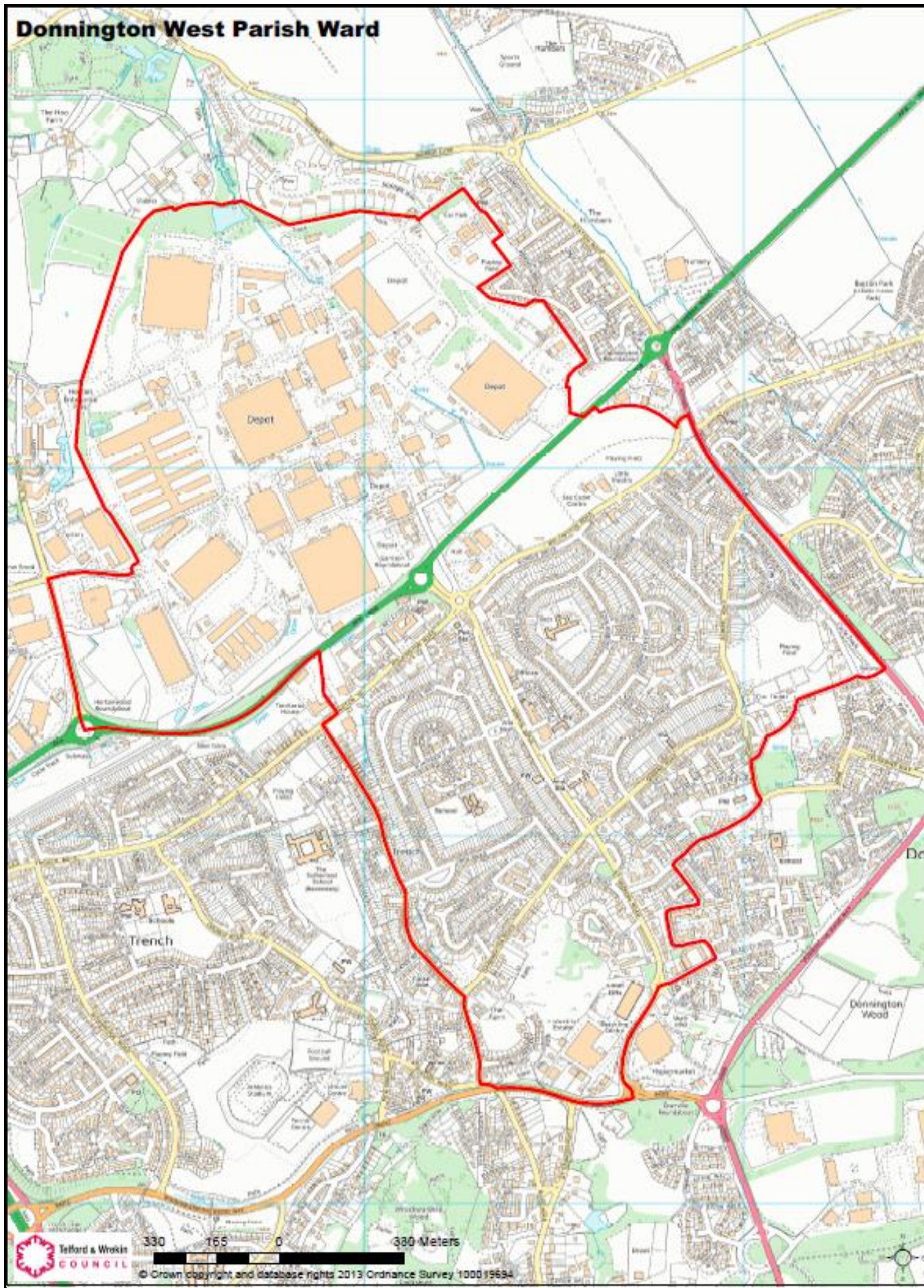
Project	Proposed Actions	Implication
Work with Telford & Wrekin Council to provide changing rooms on Broadoaks and Donnington Recreation Ground and also improve car parking facilities for the football teams and supporters.	Assist the Borough Council in seeking potential funding and liaise with local football teams.	Improve facilities for local football teams and increase footfall and visitors to the area.
Work with Telford & Wrekin Council to provide a roundabout on northern junction of Marshbrook Way, Muxton and Donnington Wood Way.	Liaise with Borough Council to ensure future highway improvements assist in better traffic management.	Provide better traffic flow and management in and around the area.
Work with Telford & Wrekin Council to improve the staggered junction where Wellington Road, Muxton meets with School Road and Wellington Road, Donnington to better assist the flow of traffic.	Liaise with Borough Council to ensure future highway improvements assist in better traffic management.	Provide better traffic flow and management in and around the area.
Investigate the provision of advertising hoardings for the shops on The Parade, Donnington and Wellington Road, Muxton.	Investigate opportunities to improve footfall to local shops through better advertising.	Improve footfall and enhance the local economy.
Maintain and manage the War Memorial for Muxton.	Liaise with contractors and local churches.	Provides a memorial in Muxton where local residents can pay their respects to those that gave their lives serving this country.
Take over the ownership and responsibility of Donnington War Memorial from Telford & Wrekin Council	Liaise with Borough Council to transfer ownership of land and work with contractors to maintain it to a high standard.	Provides a well-maintained memorial in Donnington

Work with Telford & Wrekin Council to provide easier access where Wellington Road, Lilleshall joins A518. This will help ease traffic congestion at this junction during peak times and improve the flow of traffic through Muxton.	Liaise with Borough Council to ensure future highway improvements assist in better traffic management.	Provide better traffic flow and management in and around the area.
Increase public awareness as to what a Parish Council is and what it does.	Improve profile of Parish Council through its website, Facebook and local media especially for local events such as its Christmas festival and other events.	Encourage local residents to contact their local councillors, participate in community events and help to maintain and improve their quality of life.
Work with Telford & Wrekin Council to improve removal of grass from roads after cutting when wet.	Discuss best options available to remove wet cut grass from highways and footpaths.	Reduce slipping accidents and keep the roads and paths at an acceptable standard.
Produce Climate Emergency Action Plan and reduce this Council's carbon footprint wherever possible.	Liaise with local authority's climate change group, attend training seminars, continually re-evaluate this Council's carbon footprint.	Improve environment and reduce amount of unsustainable energy used.

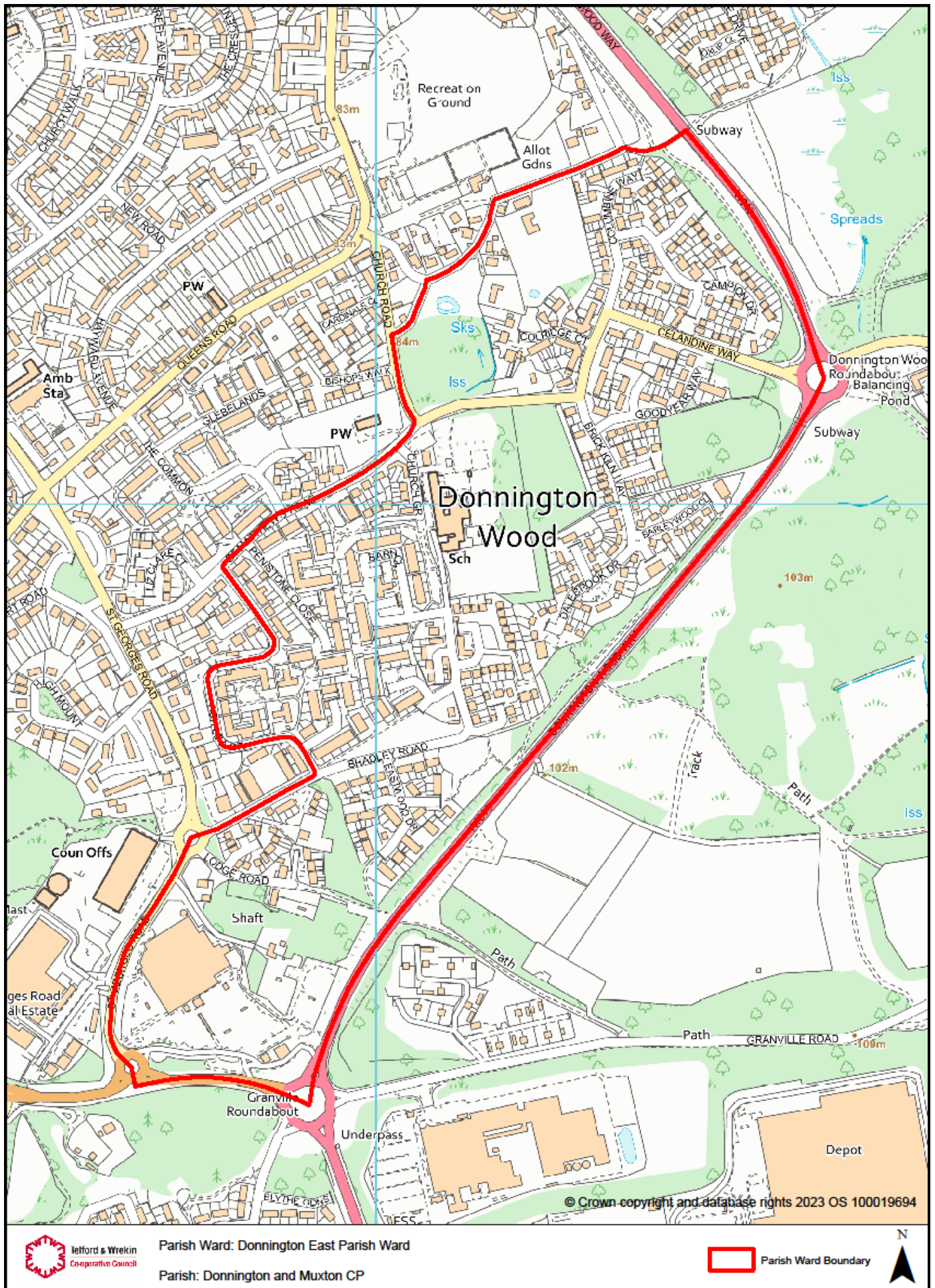
ANNEX A – MAP OF PARISH New maps available showing new parish wards as from end of February 2023



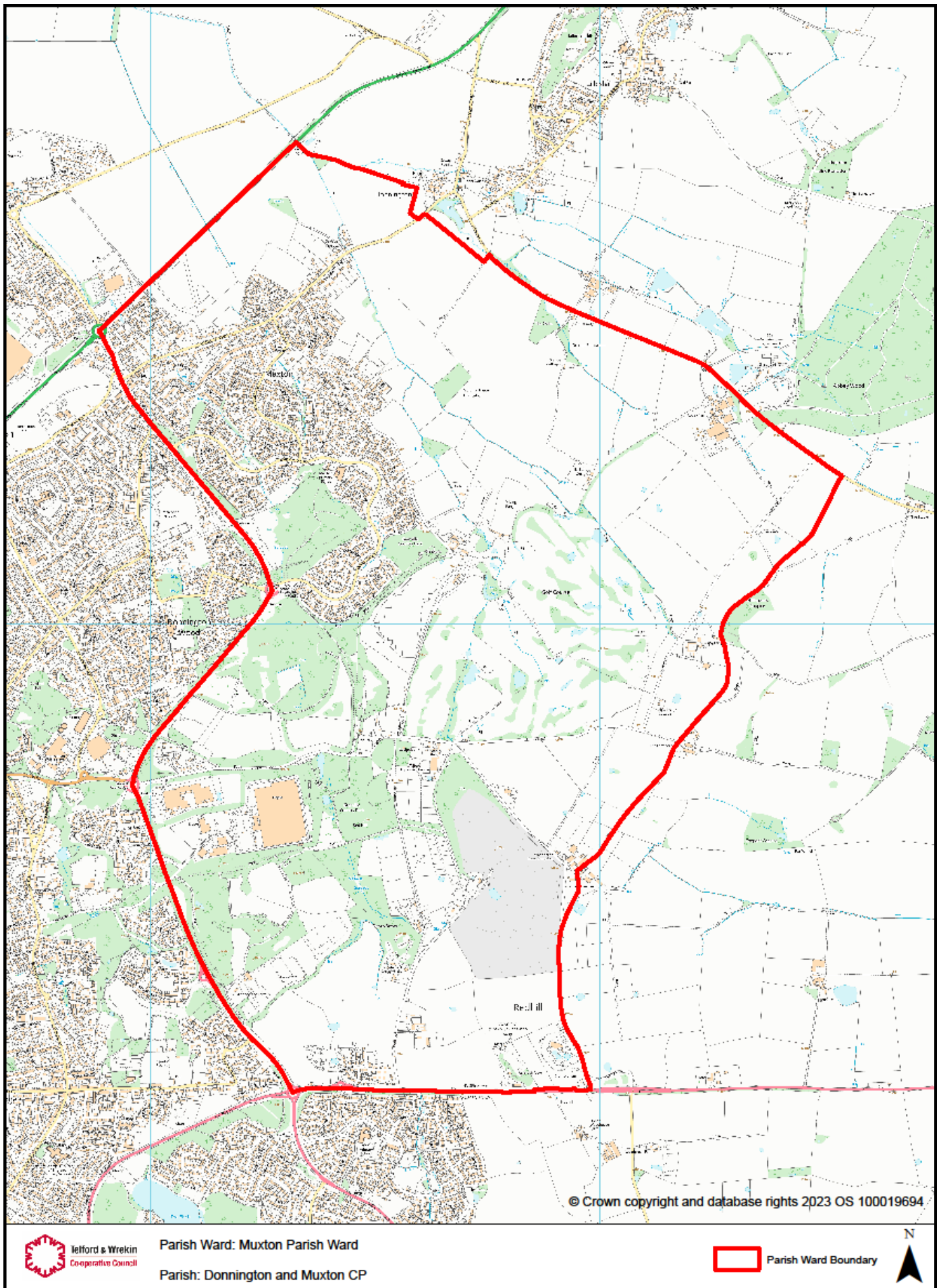
ANNEX B – MAP OF DONNINGTON WEST PARISH WARD



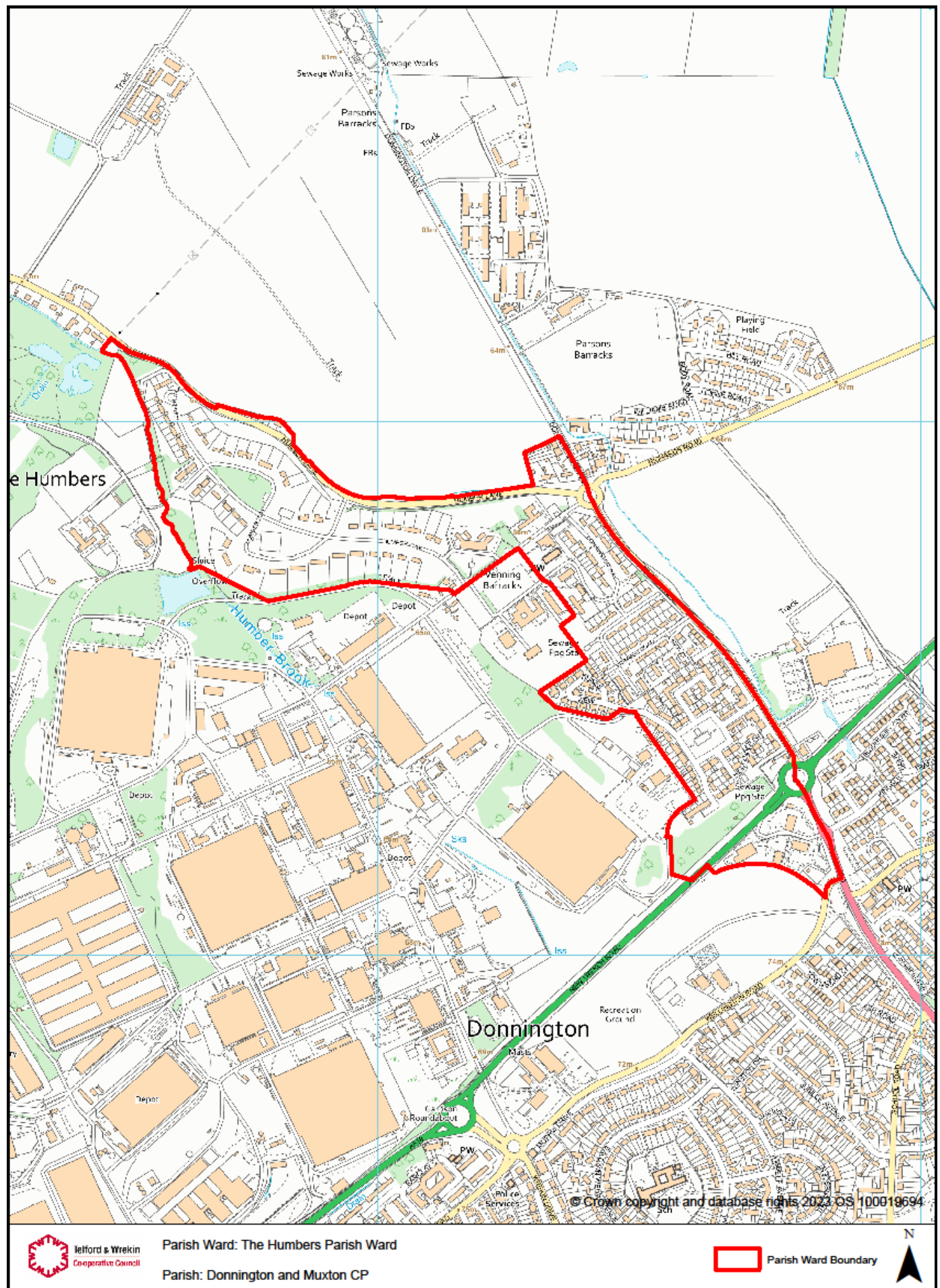
ANNEX C – MAP OF DONNINGTON EAST PARISH WARD



ANNEX D – MAP OF MUXTON PARISH WARD



ANNEX E – MAP OF THE HUMBERS PARISH WARD



5 APPROVAL OF PLAN

Donnington and Muxton Parish Council has prepared and adopted this Business Plan on 13th February 2023. It will be reviewed annually at April's Parish Council meeting.

Donnington West Parish Councillors



Thomas Hoof



James Lavery



Richard Overton



Michael Rowe



John Thompson

Donnington East Parish Councillor



Fiona Doran

Muxton Parish Councillors



Iain Alexander



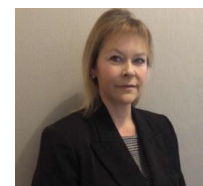
Lisa Dugmore



Nigel Dugmore

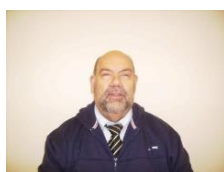


Adrian Lawrence



Jenny Urey

The Humbers Parish Councillors



Martyn Edwards



James Gough