



Donnington & Muxton Parish Council

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FULL COUNCIL MEETING

Minutes of the **Council Meeting** held at Turreff Hall, Donnington on **10th February 2025** commencing at 7pm.

Present: Councillors F Doran (Chairman), R Coates, L Dugmore, N Dugmore, J Gough, Z Harrison, T Hoof, R Overton, J Urey, L Vickers and O Vickers.

Also Present: R Morgan (Clerk to the Council), C Furnival (Events Officer to the Council), N Harper and T Walsh (Muxton Parent Teacher Friends Association (PTFA)).

25/02/160 Apologies: Councillor I Alexander.

Resolved – that the apology is noted.

25/02/161 Declaration of Interest: As per Registers of Interests.

25/02/162 Public Session: There were no questions to the Chair from those present.

25/02/163 Muxton Primary School Spring Fayre

The Events Officer explained to Councillors that he and the Clerk had recently met with Muxton PTFA to discuss holding a Spring Fayre in Muxton. There had been confusion on both sides regarding organising an event due to the Parish Council contacting the school directly and not the PTFA. The Parish Council's original resolution had stated that any funds raised were to go to local organisations. The PTFA is currently raising money to purchase new laptops for Stage 1 and 2 pupils. If the Parish Council and the PTFA hold the event together then the event will be bigger and better and raise more money towards the purchase of laptops. The Parish Council only has a limited budget of £2,000 but, working in partnership with the PTFA, there will be more money available to provide such things as rides, stalls, entertainers and inflatables. It was agreed that the date for the event should be changed from Friday 4th April to Sunday 6th April due to the risk of holding an event when children were leaving school. Moving it to the Sunday would make the event much safer. Councillors were then asked if they had any questions for the PTFA.

Resolved – to hold a Spring Fayre with the PTFA on Sunday 6th April 2025.

25/02/164 Minutes To confirm the Minutes of the following meetings of the Council:

- a. Council meeting held on 13th January 2025.

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

- b. Planning Committee meeting held on 3rd February 2025.

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

25/02/165 Matters Arising from Minutes

Councillors receive updated information of actions contained in the Minutes as follows:

Christmas Memorial Trees – The Clerk informed Councillors that he had contacted suppliers to obtain prices and is continuing to chase them up. Councillor J Urey stated that she had funded one tree for Muxton with her Borough Councillor Pride Fund. There were also concerns raised by Telford & Wrekin Council's Tree Officer that planting one at the front of Turreff Hall would be unsuitable due to the size that they grow, and the Parish Council would probably be better off with a potted tree. The Clerk was asked to speak to Dobbie's as they were willing to donate a cut tree previously. The Clerk was asked to inform Councillors when the quotes for these trees had been obtained.

LED Bulbs – the Clerk informed those present that he was still waiting for the LED Bulbs to arrive and would continue chasing this up with the Borough Council.

Double yellow lines junction of Turreff Avenue and Hawthorn Place – members were informed that the Clerk had contacted Telford & Wrekin Council's Highways Department requesting double yellow lines at the junction of Turreff Avenue and Hawthorn Place and had copied P Fenn into the email. The Clerk has been provided with a reference number for this request.

25/02/166 Expenditure Transactions: Each Councillor received a copy of the Expenditure Transactions for January 2025.

Resolved – that the Expenditure Transactions for January 2025 are ratified and accepted as a true record.

25/02/167 Income Received: Each Councillor received a copy of the Income Report for January 2025.

Resolved - that the Income Report for January 2025 is ratified and accepted as a true record.

25/02/168 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 31st January 2025.

Resolved – that the Bank reconciliation as of 31st January 2025 is ratified and accepted as a true record.

25/02/169 Financial Budget Comparisons: Each Councillor received a copy of the financial budget comparisons as at 31st January 2025.

Resolved – that the Financial Budget Comparisons as of 31st January 2025 is ratified and accepted as a true record.

25/02/170 Internal Auditors Report

Each Councillor received a copy of the Internal Auditors Report for 2024/2025.

Resolved – that Councillors were satisfied with the comments contained within, actions taken and requested a review of the process of internal control as suggested.

25/02/171 Community Action Team (CAT) Report for January 2025

Each Councillor received a copy of the CAT Action Report for January 2025. Whilst there was a mixed view as to the efficiency of the Neighbourhood Enforcement Officers (NEOs) the general opinion was that Councillors were satisfied with what they were doing and had received positive responses from members of the public. Concerns were again raised about the parking on Wellington Road, Donnington on a weekend when football matches were taking place on Broadoaks Field and the danger to children walking between the parked cars. Councillor R Overton stated that as there were no Traffic Regulation Orders along this road the NEOs had no powers to deal with the illegally parked vehicles and that it is therefore a Police matter. It was suggested that a car park should be provided on Broadoaks by Telford & Wrekin Council. The Clerk was asked to contact the Police to raise concerns about the parking on weekends.

25/02/172 VE/VJ 80th Anniversary

Councillors were asked to consider holding an event to commemorate the 80th Anniversary of VE Day and discuss what funding would be available.

Councillor J Urey stated that she had already provided funding to support St John's Church who are putting on an event on 10th May 2025. Funding has also been provided to purchase a "Beacon of Light" to be lit at Muxton War Memorial. Councillor N Dugmore stated that he would like to purchase Memorial gates for Muxton War Memorial and was willing to contribute £2,000 towards this.

Councillors O Vickers and F Doran stated they would use their Borough Fund to purchase red, white and blue flowers for the planters on The Parade, Donnington along with Union Jack bunting.

The Events Officer stated that he had met with St John's Church and whilst the Parish Council was unable to help with funding their event, he had offered his services should they require them.

Resolved – that the Events Officer obtains prices for the flowers, bunting, Memorial gates etc and apply for the VE Day grant from TWC which Borough Councillors can match fund.

25/02/173 Buckingham Palace Garden Party

As nominations were only for the Chair and guest, Councillor F Doran informed Councillors that she had attended a Buckingham Palace Garden Party last year and as such did not wish to be nominated this year.

25/02/174 Annual Parish Meeting/Annual Community Expo (ACE)

Councillors were informed that in March the Parish Council staff will be preparing for the ACE and Councillor co-operation will be required. The proposal is to make a short video for the ACE introducing the staff, each Councillor and explain what it is that the Parish Council does.

25/02/175 Parish Council Events

Councillors were asked to consider funding options for planned Parish Council events for 2025. The Events Officer suggested that deposits should be paid for the trips, Over 60's Christmas Dinner and Children's Christmas party. This is due to the number of people that booked places on the events last year but didn't turn up. Councillor agreed that deposits should be paid but that they should be refundable.

Resolved – that the Parish Council charges refundable deposits as follows:

- Coach trips £5 per person
- Over 60's Christmas Dinner £5 per person
- Children's Christmas Party £2 per child

25/02/176 Agenda Items for the Next Council Meeting

Councillors requested that the following items be placed on the agenda for the next Council meeting:

- Telford & Wrekin Council's Local Plan Consultation. However, due to the lengthy discussions that would be required of this item it was agreed to call an Extraordinary Council meeting to discuss it.
- Community Governance Review – to discuss the latest proposals for the future of Parish and Town Councils.
- Streetlighting Invoice – to receive an update on why this Council's permission was not obtained prior to work being carried out on its lights and an invoice of around £3,000 received.

25/02/177 Date of next meeting

The Chair informed Councillors that the next Council meeting will be held on Monday 10th March 2025 at Turreff Hall, Donnington commencing at 7pm

The meeting closed at **2020hrs.**

Signed:

Date: