

Donnington and Muxton Parish Council



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FULL COUNCIL MEETING

Minutes of the Full Council Meeting held at Cordingley Hall, Donnington on 11th October 2021 commencing at 7pm

Present: Councillors T Hoof (Chairman), I Alexander, Miss F Doran, Mrs L Dugmore, N Dugmore, J Gough, J Lavery, A Lawrence, R Overton, M Rowe, J Thompson and J Urey.

Also Present: R Morgan (Parish Clerk) and Amanda Roberts (Telford & Wrekin Council Traffic Management Specialist).

Prior to the start of the meeting the Chairman congratulated Councillor I Alexander on becoming a Fellow of The Chartered Institute of Procurement and Supply and achieving a Third Dan in Shotokan Karate.

Councillor J Thompson requested that the Parish Council writes to Liam Davies (Donnington Boxing Club) congratulating him on recently winning the WBC International Silver Super-bantamweight title.

21/10/97 Apologies: Councillor M Edwards.

Resolved – that the apology is accepted.

21/10/98 Declaration of Interest: As per Registers of Interests.

21/10/99 Public Session: There were no members of the public present.

21/10/100 Traffic Regulation orders (TRO)

The Chairman introduced Amanda Roberts from Telford & Wrekin Council who explained the following to Councillors regarding Traffic Regulation Orders (TROs):

What is a TRO? – A TRO is a legal order to restrict/manage use of the highway e.g. speed limits, weight limits, parking restrictions, no overtaking etc. If a traffic issue needs to be enforced, then it requires a TRO which follows a specific process which must be fair and robust. However, this can mean that it takes a lengthy time to implement. A TRO can stand alone or as part of a traffic management scheme.

What can TROs achieve? – On the positive side TROs can remove parking from the highway, improve safety and improve the network management as a whole. On the negative side it can cause parking issues to migrate to another area and increase the flow of traffic which could lead to an increase in speed of vehicles.

When looking at TROs the Borough Council would prefer the road safety team to increase the education of drivers rather than go down the route of enforcement and try and resolve issues through engineering, such as traffic calming, pedestrian crossings, traffic signals etc. When enforcement is required, it is the responsibility of the Police to enforce breaches where movement is involved, e.g. speeding and the Borough Council's where there are static issues e.g. parking.

How to get a TRO in place? – Where Councillors are of the opinion that a TRO would help with traffic issues within their area, the Parish/Town Council is to contact the Borough Council through their Clerk, explaining what the issue is and how a TRO would solve the problem. The more information provided the better. An Area Engineer will then investigate the problem and, if appropriate, start the process of obtaining a TRO or inform the Parish/Town Council if a TRO will not be appropriate in solving the issue.

The process of obtaining a TRO – Firstly, there will be a Statutory consultation with emergency services, public bodies etc. Public consultation (21 days) will then take place by way of an advertisement of a formal notice of intention through the local press, Telford & Wrekin Council's website (www.telford.gov.uk/tro), site notices and a letter drop to houses that would be directly affected. The Borough Council will then consider any objections and amend, overrule or abandon the TRO. The Council will then advertise a formal notice of making of the Order usually through the local press for seven days. An Order will then be made and implementation on site installed.

Councillor J Urey asked if the Borough Council got involved with “walking buses” to schools which helps reduce parking at schools. She was informed that it was included as part of the process whilst working with others. Councillors were also informed that it is the responsibility of the parking enforcement team to monitor the TROs.

The Chairman thanked A Roberts for attending the meeting and explaining TROs to the Council.

21/10/101 Minutes: Councillors were requested to confirm the Minutes of the Council meeting held on Monday 13th September 2021.

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

21/10/102 Matters Arising from Minutes

Councillors received updated information on the following:

Christmas Smile – Councillor J Urey stated that Christmas Smile is still trying to obtain a suitable premises where to store the gifts using local radio and press. Once this has been obtained then schools will be contacted.

Mirror Breton Park – The Clerk informed Councillors that he had contacted Telford & Wrekin Council for approved designs of mirror and permission to erect one. The Clerk will continue chasing up this matter.

Mapping of area – Councillor J Urey requested a map of areas that the Parish Council is responsible for, and the Clerk stated that he would try and produce one using an amended version of the Borough Council's GIS Mapping system.

Automatic Number Plate Recognition (ANPR) cameras – The Clerk informed Councillors that he is still waiting to hear back from the Safer Roads Safety Partnership and the Police regarding the ANPRs.

Community Speed Action Group – Councillor J Gough informed Councillors that he now had the relevant forms available should people wish to participate.

Footpaths Fieldhouse Drive, Muxton – The Clerk informed those present that he had written to Telford & Wrekin Council regarding the very poor condition of the footpaths in Fieldhouse Drive, Muxton along with the photos provided by Councillor I Alexander. The Clerk is still waiting for a response from the Borough Council.

Defibrillator Courses – The Clerk informed Councillors that the Community Events and Engagement Officer had liaised with Mrs N Scott and is now in the process of arranging dates for the courses. It has been suggested that those living or working near a defibrillator should be targeted first.

Queen’s Jubilee – The Clerk was asked what Telford & Wrekin Council is organising for the Queen’s Jubilee next year. The Clerk stated he didn’t know but will ask the Events Officer to make enquiries about this.

Christmas Festival – Councillors requested an update on the Parish Council’s Christmas Festival. The Clerk informed Councillors that he would ask the Events Officer for an up-to-date progress report. Councillor J Gough asked what time the Events Officer would like him to attend the event.

21/10/103 Expenditure Transactions: Each Councillor received a copy of the Expenditure Transactions for September 2021. Councillors asked where the extra lamp post poppies were going to be erected. The Clerk stated he would put them in as many places as he could.

Resolved – that the Expenditure Transactions for September 2021 are ratified and accepted as a true record.

21/10/104 Income Received: Each Councillor received a copy of the Income Report for September 2021.

Resolved – that the Income Report for September 2021 is ratified and accepted as a true record.

21/10/105 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 30th September 2021.

Resolved – that the Bank Reconciliation as of 30th September 2021 is ratified and accepted as a true record.

21/10/106 Financial Budget Comparisons: Each Councillor received a copy of the Financial Budget Comparison as at 30th September 2021. Councillor N Dugmore asked why payments from the National Health Service (NHS) do not appear on the Financial Budget Comparisons. The Clerk stated he would ask the Assistant Clerk for an explanation and respond to Council.

Resolved – that the Financial Budget Comparisons as at 30th September 2021 are ratified and accepted as a true record.

21/10/107 Defibrillator Breton Park, Muxton

Councillors discussed the purchase of a defibrillator to be located near to or on Breton Park, Muxton. Prior to the start of the meeting the Clerk was given a grant application form from Breton Park Residents requesting a grant toward the defibrillator.

Resolved – to discuss the grant application at the next Parish Council meeting in November and the Clerk is asked to obtain prices of defibrillators and installation costs.

21/10/108 Community Governance Review

Councillors considered a request to ask that Telford & Wrekin Council carries out a Community Governance Review in this Parish to include The Humbers in the Parish Council title. The Borough Councillors, that are also Councillors with the Parish Council, stated that it is unlikely this will happen until after the Ward Boundary Review has taken place, probably not until after the elections in 2023.

Resolved – to reconsider this request around May/June 2022.

21/10/109 Play Area Pembridge Close/Kingsley Drive, Muxton

Councillors considered a request from Telford & Wrekin Council to help with financial assistance to purchase a new three tower multi-unit due to the current one being rotten. Councillor J Urey thought the price given of £25,000 to replace this apparatus was excessive but stated that the Parish Council should get involved. Councillors were concerned that it had been inspected by the Royal Society for the Prevention of Accidents (RoSPA) and the Parish Council is being asked to replace something that is not its responsibility. Money has previously been donated from Councillor A Lawrence's Borough Councillors Ward Fund, but this hasn't been used. If it had been used to paint the apparatus, then it would have helped preserve the wood.

Resolved – that the Clerk arranges a meeting between Councillor J Urey and Derek Owen (Telford & Wrekin Council's Healthy Space Design Specialist) to discuss the play equipment and to request a breakdown of the quote provided. The Parish Council will donate £2,000 from its Community Fund toward the three tower multi-unit to go with another £1,000 from each Muxton Councillor's Borough Ward Fund. This is to be added to the £1,000 previously donated by Councillor A Lawrence which has not yet been used making a total of £5,000.

21/10/110 Funding for "Get Active" projects

Energise recently granted funding to the area for "get active projects". Councillors discussed a request for the Parish Council to become the holder of the funding and pay the money across to the basketball coach when invoiced.

Resolved – that the Parish Council holds the funds and pays the basketball coach when invoiced.

21/10/111 Tactile Paving, Muxton

Councillors discussed the condition of the tactile paving (also called detectable warning surface) for the visually impaired and agree an action plan for betterment. Councillor I Alexander is of the opinion that the paving in areas of Muxton have not been designed or installed strictly in accordance with the official guidance, plus the standards of reinstatement to meet the New Roads and Street Works Act 1991 are dubious. Councillor I Alexander asked if it would be possible for Telford & Wrekin Council to carry out a survey of the tactile paving in Muxton as it is in a dangerous condition. The Clerk was asked to write to the Access Officer at the Borough Council with this request.

21/10/112 Hedge encroachment on footpaths

The Parish Council discussed how it can support Cllr Iain Alexander in obtaining a resolution on his FOI and ongoing Appeal with T&WC regarding the legal advice given to TWC Environment Officers to keep public footpaths safe, clear of obstructions and encroachment by private property. This is particularly important in the era of keeping your distance due to COVID 19 and maintaining the "highway" it was designed for i.e. the whole width of the footpath.

Councillor N Dugmore stated that if this is still being investigated by the Borough Council then the Parish Council may not receive a response whilst this is ongoing, and it may be better to wait for the result of the investigation.

Resolved – to place this item on the agenda for November’s Parish Council meeting hopefully to receive an update on the investigation.

21/10/113 Litter Bins on Fieldhouse Drive

Councillors discussed requesting the installation of two extra bins on Fieldhouse Drive between Muxton Lane and Meadow Road as there are none currently along this stretch of road. Councillor Mrs L Dugmore stated that there are two bins either side of the underpass from Granville to The Fields which aren’t being used and suggested one of these could be relocated to Fieldhouse Drive.

Resolved – that the Clerk contacts the borough Council with this suggestion.

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.

21/10/114 Cordingley Hall

Councillors considered a request from Nicola Casey of Casey’s Venues with regard to the renewing of the lease in 2023 on Cordingley Hall and to replace the boiler. Also, to consider authorising paying for an open market rent review. The Chairman suggested that the Parish Council sets boundaries for negotiation and give delegated authority to the Chairman and Clerk to undertake these negotiations on behalf of the Parish Council.

Resolved – to give delegated authority to the Chairman and Clerk to negotiate the terms of a new lease on Cordingley Hall with Nicola Casey.

21/10/115 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:

Traffic Regulation Orders (TROs) – to consider requesting a TRO to reduce parking around Muxton Primary School and adjoining streets.

Allotments – to consider a rent review.

Safer Routes to School Donnington Wood Way – to discuss the routes to school and the overgrown vegetation along Donnington Wood Way.

21/10/116 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 8th November 2021 at Cordingley Hall, Wellington Road, Donnington, commencing at 7pm

The meeting closed at 2010hrs.

Signed:

Date: