

Donnington and Muxton Parish Council



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FULL COUNCIL MEETING

Minutes of the Full Council Meeting held at Donnington Community Hub, Donnington on 13th June 2022 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 and J Urey.

Also Present: R Morgan (Parish Clerk).

22/06/27 Apologies: Councillors M Edwards, M Rowe and J Thompson.

Resolved – that the apologies are accepted.

22/06/28 Declaration of Interest: As per Registers of Interests. Also, Councillor I Alexander – Item 22/06/36c and Councillor R Overton – Item 23/06/39.

22/06/29 Public Session: There were no members of the public present.

22/06/30 Minutes: To confirm the following Minutes of the Council and its Committees:

- a. Planning Committee meeting held on 9th May 2022.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- b. Annual Parish meeting held on 9th May 2022.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- c. Annual Council meeting held on 9th May 2022.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- d. Staff and Personnel Committee meeting 10th May 2022.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.

22/06/31 Matters Arising from Minutes

Councillor J Urey asked if Traffic Calming could be added to the agenda for July's Council meeting.

22/06/32 Expenditure Transactions: Each Councillor received a copy of the Expenditure Transactions for May 2022.

Resolved – that the Expenditure Transactions for May 2022 are ratified and accepted as a true record.

22/06/33 Income Received: Each Councillor received a copy of the Income Report for May 2022.

Resolved – that the Income Report for May 2022 is ratified and accepted as a true record.

22/06/34 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 31st May 2022.

Resolved – that the Bank Reconciliation as of 31st May 2022 is ratified and accepted as a true record.

22/06/35 Financial Budget Comparisons: Each Councillor received a copy of the Financial Budget Comparisons as at 31st May 2022.

Resolved – that the Financial Budget Comparisons as at 31st May 2022 are ratified and accepted as a true record.

22/06/36 Accounts and the Annual Return

a. Annual Return

To complete the Annual Governance Statement. (Page 4 of AGAR). Please see the Explanation of assertions for each numbered point.

To confirm the Statement of Accounts. (Page 5 of AGAR) including reconciliation of boxes 7 and 8.

To receive the Annual Internal Audit Report. (Page 3 of AGAR)

To receive and sign the Accounts – Supporting Statement.

To receive the Explanation of Variances.

b. Bank Reconciliation Details

To receive the Bank Reconciliation at 31st March 2022.

c. Internal Audit

To receive report from Internal Auditor, Atwal Harjinder detailing internal audit visits.

d. End of Year Accounts

To receive and sign the Consolidated Balance Sheet.

To receive the Income and Expenditure Financial Summary.

To receive the Financial Statement

Details of the Annual Return 2021/2022 were explained, and that the onus was on the Members to satisfy themselves that all procedures were being complied with.

Resolved – that the Chairman:

Complete and sign the Annual Governance Statement (Section 9 is not applicable).

Sign to confirm the Annual Return Statement of Accounts;

Sign the Accounts – Supporting Notes;

Sign the Explanation of Variances;

Sign the Consolidated Balance Sheet.

The Chairman, on behalf of the Council, thanked the Clerk and Assistant Clerk for the work involved in preparing the accounts for Council.

22/06/37 Cycle path Donnington/Muxton to Newport

Councillors considered supporting the project to improve the cycle path from Donnington to Newport. It was explained that this will be done in partnership with other neighbouring Parish Councils, Telford & Wrekin Council, and contributions from Councillors A Eade and T Nelson Borough Ward Fund.

Resolved – that this Parish Council contributes £1,000 toward extending the footpath and cycleway project from Donnington to Newport.

22/06/38 Donnington Wood Way Street Lighting Improvements

Councillors discussed the response from S Haydon (Telford & Wrekin Council's Neighbourhood Co-ordinator) with regard to funding for proposed street lighting improvements along Donnington Wood Way footpath.

Resolved – that the Parish Council will contribute £8,000 toward improving the street lighting along the Donnington Wood Way footpath providing each Borough Councillor for Donnington and Muxton contributes £2,000 from their Borough Ward Fund.

22/06/39 Budgeting for Annual Excursion Donnington Youth Club

The Chairman, Councillor T Hoof, requested that Councillors consider allocating a budget for funding an annual excursion for Donnington Youth Club, to take place in February half term each year in partnership with Donnington Youth Club & Donnington Partnership. This is to allow for disadvantaged children to go on trips out of the area. Councillor R Overton left the room whilst this item was discussed. Councillor J Urey asked if any contribution could be made for a similar project for Muxton Youth Club, upon which, the Chairman stated he would be happy to meet with them and discuss the matter.

Proposed by Councillor T Hoof, seconded by Councillor J Gough that a budget of £2,000 is set up to facilitate an annual excursion for Donnington Youth Club.

Resolved – that a budget of £2,000 is set up to facilitate an annual excursion for Donnington Youth Club. The Chairman thanked all the Councillors for agreeing to this worthwhile project.

22/06/40 War Memorial Muxton

Councillors considered a quote received to tidy up the land where the war memorial is being installed to include raised beds and planting and turn it into a memorial garden.

Resolved – that the quote is accepted, and work is to commence as soon as possible.

22/06/41 Bus Users Group

Councillors discussed electing a representative on the Bus Users Group in place of Councillor J Urey. It was stated that from previous experience and past representatives attending these meetings, that Arriva dictated to those what they were going to do, and no discussions took place.

Resolved – that this Council writes to other Town and Parish Councils stating that it will not be electing a representative to this Group as it is a waste of time, complaining that the Group has no influence on Arriva's decisions regarding buses and bus routes.

22/06/42 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 Calming Muxton – To receive an update from Councillor J Urey.

Underpass Donnington Wood Way – to consider installing measures to prevent motorcycles access to Granville Country Park and Donnington.

22/06/43 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 11th July 2022 at Donnington and Muxton Community Library, Donnington commencing at 7pm.

The meeting closed at 1955hrs.

Signed:

Date:

