



Donnington & Muxton Parish Council
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FULL COUNCIL MEETING

Minutes of the **Council Meeting** held at Turreff Hall, Donnington on **14th July 2025** commencing at 7pm.

Present: Councillors J Urey (Vice-Chairman), I Alexander, R Coates, L Dugmore, N Dugmore, J Gough, Z Harrison, T Hoof, S Randhawa, L Vickers and O Vickers.

Also Present: R Morgan (Clerk to the Council), J Horton (Age UK Donnington Day Centres), PCSO J Bowen (West Mercia Police) and D Thompson.

25/07/41 Apologies: Councillor F Doran and R Overton.

Resolved – that the apologies are noted.

25/07/42 Declaration of Interest: As per Registers of Interest.

25/07/43 Public Session

Mrs Horton explained the reasons behind the application for a grant from Age UK Donnington Day Centres. The grant would be used to fund some activities and entertainment from an external artist, as well as funding a buffet lunch for those unable to leave the Centre.

PCSO J Bowen then informed Councillors what actions the Police were taking with regard to the drivers causing anti-social behaviour by racing around the parish especially the A518.

Resolved – that the agenda item to discuss anti-social drivers is moved forward to be discussed next.

25/07/55 Drivers Racing in and around the Parish

Following on from the update provided by PCSO J Bowen, Councillors were informed that this issue had been going on for some time. Drivers were meeting at the Petrol Station adjacent to the Clocktower roundabout prior to racing around the parish with false number plates on. Each Councillor had received a copy of an email from Inspector D Rutherford explaining what actions the Police are currently taking and plans to help prevent this in the future.

Councillor O Vickers arrived at 1925hrs.

25/07/44 Grant Applications

Councillors discussed a grant application request received from Age UK Donnington Day Centres.

Resolved – to award Age UK Donnington Day Centres a grant of £300.

25/07/45 Minutes: To approve the Minutes of the following meetings of the Council:

- a. Planning Committee meeting held on 9th June 2025.

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

- b. Council meeting held on 9th June 2025.

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

- c. Staff and Personnel Committee meeting held on 23rd June 2025.

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

25/07/46 Matters Arising from Minutes: There were no matters arising.

25/07/47 Expenditure/Payments Transactions: Each Councillor received a copy of the Expenditure/Payments Transactions for June 2025.

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

25/07/48 Income/Receipts Received: Each Councillor received a copy of the Income/Receipts Report for June 2025.

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

25/07/49 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 30th June 2025.

Resolved – that the Bank Reconciliation as of 30th June 2025 is ratified and accepted as a true record.

25/07/50 Budget Summary of Receipts and Payments: Each Councillor received a copy of the budget summary of receipts and payments as at 30th June 2025.

Resolved – that the Financial Budget Comparisons as at 30th June 2025 is ratified and accepted as a true record.

25/07/51 Standing Orders

Each Councillor received a copy of the Standing Orders updated 2025.

Resolved – to adopt the Standing Orders updated 2025 for this Council.

Councillor I Alexander arrived at 1940hrs.

25/07/52 Action Plan 2025/2026

Each Councillor received a copy of the Action Plan for 2025/2026.

Resolved – to adopt the amended Action Plan for 2025/2026. The amendments include the removal of the Highways Objective to develop community speed watch groups, and the addition of Council's objectives regarding the Care Leavers' Covenant and Armed Forces Covenant.

25/07/53 Community Action Team (CAT) Report for June 2025

Each Councillor received the CAT Action Report for June 2025. The Clerk was asked to find out the difference between a "visit" and a "patrol" as listed in the report, and Cllr J Urey stated that she will ask for the feedback from the cameras on Saltwell's Drive Play Area and Wellington Road, Muxton regarding the issues with littering and dog fouling.

Resolved – that the actions contained within are noted.

25/07/54 2025 Traffic Road Safety Update

Councillors discussed the 2025 Traffic Road Safety Update and the proposed schemes and Traffic Regulation Orders (TRO). **Resolved** – that this Council's response is as follows:

Muxton Lane, Traffic Calming – Councillors wished to know where the traffic calming measures are to take place and what type of measures will be put in place.

Marshbrook Way, Muxton, Traffic Calming – Councillors agreed that there is no requirement or desire for speed humps on Marshbrook Way nor Saltwell's Drive.

Marshbrook Way, Parking Bays – Councillors were in favour of the construction of additional parking bays for Muxton Primary School.

Donnington Wood Way, Pedestrian Crossing – Councillors agreed that there is no requirement for a pedestrian crossing at Donnington Wood Way roundabout to cross from Marshbrook Way to Celadine Way as there is already an underpass at this location.

Donnington Wood Way, Mini roundabout/traffic signals – Councillors requested a map to show where the proposed roundabout/traffic signals would be located on School Road and Wellington Road.

Wrekin Drive, Donnington, Pedestrian Crossing – Councillors agreed that there is no requirement for a pedestrian crossing on Wrekin Drive at the Trench Road roundabout.

Highlander Drive, Parking Restrictions – Councillors were against the proposed TRO to prevent kerbside parking as this is the only place residents can park without causing obstructions.

Highlander Drive, Parking Restrictions – Councillors agreed that there is a requirement for Double Yellow Lines (DYL) to prevent parking near the junctions.

Station Road, Parking Restrictions – Councillors agreed that there is a requirement for DYL to prevent parking within the cul-de-sac.

Bradley Road, Parking Restrictions – Councillors agreed that there is a requirement for DYL to prevent parking near the junctions.

Lytham Green, Parking Restrictions – Councillors agreed there is no requirement for DYL to be extended to increase available road space.

Mrs J Horton, PCSO J Bowen and D Thompson left the meeting at 2010hrs.

25/07/56 Muxton Post Office

Councillors expressed their disappointment that the Post Office on Wellington Road, Muxton had closed but, as this is a private business, there is nothing that the Parish Council can do.

25/07/57 Issues in Muxton

Each Councillor received a copy of the response from Telford & Wrekin Council's (TWC) Environmental Officer with regard to the issues raised in Muxton regarding Muxton Lane hedges, waste bin emptying, footway maintenance and pigeon deterrents. Councillor I Alexander stated that even though most hedges overgrowing footpaths are privately owned Telford & Wrekin Council should write to the owners informing them of their responsibility to maintain the hedge. When informed that it does the Clerk was asked to request a copy of such letter/notice. The Clerk was also asked to enquire if the hedges had been cut by the owners or by TWC Enforcement. Councillor J Urey stated that she was still waiting for TWC to respond to her purchasing the pigeon deterrents from her Borough Ward fund and wanted to ensure that they were of a high quality before having them installed.

25/07/58 Communications and Livestreaming

Each Councillor received a copy of the response from Telford & Wrekin Council's Head of Corporate Communications with regard to TWC communications and livestreaming. Some Councillors insisted it would improve accessibility and inclusivity for those unable to attend meetings, but others were of the opinion that it could lead to concerns about Councillor safety, the additional costs involved and may deter Councillors from participating in the discussions. It was suggested that minute items could be turned into social media posts. Councillor J Urey suggested that a consultation with residents could take place to see whether or not they would be interested in watching meetings being livestreamed. The Clerk was asked to put this on the agenda for September's meeting.

25/07/59 Staff Qualifications

The Chair informed Councillors that the Deputy Clerk has passed the Certificate in Local Council Administration (CiLCA). Councillors asked the Clerk to pass their congratulations to her.

25/07/60 Armed Forces Day

The Chair thanked those Councillors that attended the Armed Forces Day, especially Councillor J Gough for erecting the Parish Council gazebo.

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.

25/07/61 Staff and Personnel Committee meeting 23rd June 2025

Councillors discussed the decisions made at the Staff and Personnel Committee meeting held on 23rd June 2025. Some Councillors were of the opinion that the post should be advertised externally but others were satisfied with the decision made by the Staff and Personnel Committee on 23rd June 2025. Proposed by Councillor O Vickers, seconded by Councillor I Alexander that the decision made by the Staff and Personnel Committee to advertise the Clerks Post internally is ratified. Proposed by Councillor T Hoof, seconded by Councillor N Dugmore that the post is advertised externally.

Resolved – to ratify the decision of the Staff and Personnel Committee meeting held on 23rd June 2025.

25/07/62 Agenda Items for the Next Council Meeting

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

Community Governance Review 2025 – To receive an update on the Community Governance Review 2025.

25/07/63 Date of next meeting

The Chair informed Councillors that the next Council meeting will be held on Monday 8th September 2025 at Turreff Hall, Donnington commencing at 7pm.

The meeting closed at 2042hrs.

Signed:

Date:



EMPLOYER RECOGNITION SCHEME

SILVER AWARD 2024

Proudly supporting those who serve.



IN COLLABORATION WITH SLCC, NALC, QVW, COUNTY ASSOCIATIONS