

Donnington and Muxton Parish Council



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FULL COUNCIL MEETING

Minutes of the Full Council Meeting held at Cordingley Hall, Donnington on 14th June 2021 commencing at 7pm

Present: Councillors T Hoof (Chairman), 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 K Buttress.

Prior to the meeting starting, the Chairman thanked Councillor Mrs L Dugmore for standing in as Chairman when the previous Chairman resigned and apologised for not thanking her at the last meeting when he was elected Chairman. He also congratulated Councillor N Dugmore for receiving the British Empire Medal (BEM) in the Queen's Honours list for services provided during the Covid pandemic.

21/06/27 Apologies: Councillor M Edwards.

Resolved – that the apology is accepted.

21/06/28 Declaration of Interest: As per Registers of Interests.

21/06/29 Public Session: Mr Buttress asked for the Parish Council's support to prevent the Police and Crime Commissioner, Mr Campion, from taking over Telford & Wrekin Fire Authority. During the election campaign Mr Buttress stated that nowhere in the promotion leaflets did Mr Campion mention doing this but now, having been elected, plans to do this. Councillors were also very concerned, and it was stated that Telford & Wrekin Fire Authority had requested a judicial review fighting this. Councillors were unanimous in their support of Mr Buttress and asked the Clerk to write to the Police and Crime Commissioner objecting to his plans to take over the Fire Authority. The Clerk was also asked to write to Telford & Wrekin Council and the local MP requesting that he obtains the support of the other Telford & Wrekin and Shropshire Members of Parliament.

21/06/30 Minutes: To confirm the following Minutes of the Council and its Committees:

- a. Planning Committee meeting held on 10th May 2021.

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

- b. Annual Parish meeting held on 17th May 2021.

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

- c. Annual Council meeting held on 17th May 2021.

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

21/06/31 Matters Arising from Minutes

Footpaths Barn Close, Donnington – Councillors were informed that Telford & Wrekin Council had responded to the letter sent regarding the footpaths at Barn Close, Donnington stating that there was no money in this year's budget to carry out this work, but it would be added to the programme of works for future consideration.

21/06/32 Expenditure Transactions: Each Councillor received a copy of the Expenditure Transactions for May 2021.

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

21/06/33 Income Received: Each Councillor received a copy of the Income Report for May 2021.

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

21/06/34 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 31st May 2021.

Resolved – that the Bank Reconciliation as of 31st May 2021 is ratified and accepted as a true record.

21/06/35 Financial Budget Comparisons: Each Councillor received a copy of the Financial Budget Comparison as at 31st May 2021.

Resolved – that the Financial Budget Comparisons as at 31st May 2021 are ratified and accepted as a true record.

21/06/36 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 2021*

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 2020/2021 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 (Councillors agreed “Yes” to sections 1 to 8 of the Annual Governance Statement except section 4. This was due to an oversight in the dates provided for the period for the exercise of public rights to inspect the accounts which only gave 29 days instead of 30 due to a missed bank holiday when calculating the number of days for the period. 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.

21/06/37 Appointment of New Committees

There were no proposals for new committees.

21/06/38 Speeding Issues Donnington

1. Councillors discussed the issues with speeding vehicles on:

- a. The Crescent, Donnington
- b. Hayward Avenue, Donnington and
- c. St Matthew’s Road, Donnington

Councillors then mentioned other roads on which speeding was also an issue. These were Marshbrook Way and Wellington Road, Muxton along with Queen’s Road, West Avenue and East Avenue, Donnington.

Resolved – that the Clerk writes to Telford & Wrekin Road Safety Partnership and the Borough Council requesting Automatic Traffic Counters (ATC – pneumatic tube axle sensors across the road) for traffic data collection on Hayward Avenue and St Matthew’s Road, Donnington with a view to requesting ATCs on other roads previously mentioned in the future. This is to ascertain the traffic speed data, vehicle classification and volume of traffic. The Clerk was also asked to obtain data from the Parish Council Speed Indicator Display Signs (SIDS) and ask the Borough Council for its data from the permanent SIDS on Wellington Road, Muxton.

2. Councillors then discussed contacting Telford & Wrekin Councils parking enforcement department to ask them to “spot check” St Matthews Road and Queen’s Road, Donnington. It was explained that unless there are Traffic Regulation Orders placed on these roads then no enforcement can be taken against those parking on the road. The Clerk was asked to invite a representative from the Safer Roads Partnership to a Council meeting to explain the legalities of speed enforcement and parking.

3. The Clerk was asked to send out the list of locations of its Speed Indicator Display Signs (SIDS) so that Councillors could suggest amending them should it be considered necessary.

21/06/39 Donnington War Memorial

Councillors discussed taking over the responsibility and maintenance costs of the Donnington War Memorial. Initial enquiries have resulted in the Borough Council considering the possible options for future maintenance and handing over of the War Memorial to the Parish Council. Whilst Councillors appreciated the work carried out at the War Memorial, Councillor M Rowe raised concerns regarding the additional expense that would be placed on Parish Council residents in Muxton, The Humbers as well as Donnington. Councillor M Rowe stated that all memorials are currently maintained by the Borough Council and that its budget and taxes include these expenses. Unauthorised individuals should not maintain Donnington War Memorial, and this should remain the case should the Parish Council agree to take it over.

Councillor M Rowe proposed a motion to drop the idea of taking over the War Memorial which was defeated by the Chairman using his casting vote. The Clerk was asked to obtain what costs and maintenance would be involved so that Councillors could make a more informed decision.

21/06/40 Christmas Lights

Councillors discussed purchasing additional Christmas Lights for 2021 season and considered renewing the current three-year contract with the provider. The Clerk informed Councillors that the current contract ends in February 2022 with the festoons then being owned by the Parish Council. Should the Council wish to enter into another three-year contract, then the same current budget expenditure could purchase another ten festoons. Councillor N Dugmore suggested that additional festoons should be purchased for Christmas 2021 to complete Donnington Wood Way from School Road up to Marshbrook Way roundabout which totalled 14 festoons. He stated that he would also like to see Wrekin Drive, Donnington completed which was estimated at another five or six festoons making a total of 20 altogether. Unbudgeted income received from the hire of Turreff Hall could pay for this. Councillors were concerned that the income may only last for twelve months and then the Council would have to find this money in later years.

Resolved – to see the current contract to its end without purchasing additional Christmas lights and, in September 2021, examine carrying on with purchasing lights or renting them instead.

21/06/41 Donnington Toilets

The Clerk informed Councillors that the current lease on Donnington toilets is due to expire on 31st March 2022. Councillors considered the future management and maintenance of these toilets by the Parish Council and agreed that they are a good facility, and the Parish Council should consider renewing the lease. The Clerk was asked to investigate what the terms and conditions of the new lease with Telford & Wrekin Council would be.

21/06/42 Street lighting columns

Councillors were informed that five concrete columns and lights in Donnington require replacing at a total cost of £4,987.56. Councillors were asked to consider the use of reserves to replace these columns and lights.

Resolved – that the Council replaces the five concrete columns using money from reserves to pay for them.

21/06/43 Street Naming

Councillors considered street names for the developments on land on corner of Redhill Way/A5. They were informed that there will be 12 streets on this development and one for the site of former coal yard, Wellington Road, Donnington.

Resolved – to suggest Wilkinson Place, plus the four by the developer (The Willows, Leveson Place, Poplars Close and Poplars Yard) as options for the site of the former coal yard Wellington Road, Donnington. The Clerk was asked to request an extension on the consultation for the Redhill Way/A5 development to allow for further consideration and research into miners names that used to work at Granville pit.

21/06/44 Freedom of Information (FOI) Request

The Clerk informed Councillors that Telford & Wrekin Council had responded to the residents FOI request on 18th May but was unable to tell the Clerk what that response had been due to data protection.

21/06/45 Trips for Pensioners

Councillors discussed providing trips to the Coast for Pensioners during the warmer months, possibly as an alternative to providing Christmas dinners for them in December 2022. It was estimated that the cost of this would be in the region of £4,000 to £5,000 and that those obtaining tickets should have to pay a deposit.

It was also suggested that perhaps a community event could be organised for September 2021.

Resolved – to organise trips to the coast for pensioners in 2022 and that the Clerk includes financial provision for this in next year's budget. Also, that this year's Pensioners' Christmas dinner goes ahead.

21/06/46 Christmas Vouchers

Councillors discussed providing Christmas Vouchers to pensioners. It was stated that the money should be used for people using food banks instead, thus helping people on Council Tax support. It was also suggested that the Parish Council could also contribute to Christmas Smile, an organisation which provides Christmas presents to children from poor backgrounds.

Resolved – not to provide vouchers to pensioners for Christmas and the Clerk is to liaise with Councillor J Urey to investigate costs of helping people on Council Tax support and working with Christmas Smile. This is to be included as an agenda item when the information has been obtained.

Resolved – to suspend Standing Order 3x to allow the meeting to continue.

21/06/47 Granville Waste Site

Each Councillor received a copy of the response from Telford & Wrekin Council regarding the complaints received about Granville Waste Site.

Resolved – that the Clerk writes to the Environment Agency requesting that it checks the enforcement of the site conditions on the license to tip and what they are allowed to tip.

21/06/48 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:

Breton Park – to request a mirror is installed opposite its junction with Wellington Road, Muxton to help access onto Wellington Road easier.

Giotto Mural – to discuss its reinstatement.

Bus Shelters – to discuss the condition of the Parish Council owned bus shelters.

Defibrillators – to discuss promoting the location of defibrillators within the parish and explore organising a free community defibrillator course.

21/06/49 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 12th July 2021 at Donnington Community Hub, St Matthew's Road, Donnington commencing at 7pm

The meeting closed at 2120hrs.

Signed:

Date: