



FULL COUNCIL MEETING

Minutes of the **Council Meeting** held at Turreff Hall, Donnington on **8th September 2025** commencing at 7pm.

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

Also Present: R Morgan (Clerk to the Council).

25/09/67 Apologies: Councillors J Urey and L Vickers.

Resolved – that the apologies are noted.

25/09/68 Declaration of Interest: As per Registers of Interests. Also, Councillors R Overton and S Randhawa – Item 25/09/83

25/09/69 Public Session: There were no members of the public present.

25/09/70 Minutes: To approve the Minutes of the following meetings of the Council:

- a. Planning Committee meeting held on 14th July 2025.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- b. Council meeting held on 14th July 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 24th July 2025.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- d. Staff and Personnel Committee held on 18th August 2025.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- e. Extraordinary Council meeting held on 1st September 2025.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.

25/09/71 Matters Arising from Minutes

Councillors asked if the Clerk had received a response from Telford & Wrekin Council's Highways Department regarding this Council's response to the 2025 Traffic Road Safety Update. The Clerk informed Councillors that he had not but would chase this matter up.

25/09/72 Expenditure/Payments Transactions: Each Councillor received a copy of the Expenditure/Payments Transactions for August 2025.

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

25/09/73 Income/Receipts Received: Each Councillor received a copy of the Income/Receipts Report for August 2025.

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

25/09/74 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 31st August 2025.

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

25/09/75 Budget Summary of Receipts and Payments: Each Councillor received a copy of the budget summary of receipts and payments as at 31st August 2025.

Resolved – that the Financial Budget Comparisons as at 31st August 2025 is ratified and accepted as a true record. Councillor T Hoof queried the overspend for budget 411 General Maintenance and requested that in future could explanations be provided for all budget overspends.

25/09/76 Annual Governance and Accountability Return (AGAR) Conclusion of Audit 2024/2025

Each Councillor received a copy of the AGAR Conclusion of Audit for 2024/2025.

Resolved – that the External Auditors Report be approved noting that the Council did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the year 2024/25 for the exercise of public rights, since the approval date was after the start of the period for the exercise of public rights. As a result, the Council must answer “No” to Assertion 4 of the Annual Governance Statement for 2025/2026 and ensure that it makes proper provision for the exercise of public rights during 2025/2026.

25/09/77 Policies

Each Councillor received a copy of the following policies to be considered for adoption by this Council:

- a. Information Technology Policy.
- b. Redundancy and Compensation Policy.

Resolved – that the IT Policy and Redundancy and Compensation Policy are deferred to October's Council meeting to allow Councillors more time to study the documents.

25/09/78 Internal Control Report

Each Councillor received the Internal Control Report for the End of Financial Year Quarter 1 and were asked to nominate a Councillor to carry out the check in October 2025 (not the Chair).

Resolved – to note the comments in the report and that Councillor T Hoof is nominated to carry out the check in October 2025.

25/09/79 Insurance Renewal

Councillors considered quotes received for the renewal of this Council's Insurance Policy as from 1st October 2025.

Resolved – that this Council accepts the quote of £3,216.83 from Hiscox Insurance Company Limited to provide this Parish Councils Insurance as from 1st October 2025 to 30th September 2026 on a three-year contract.

25/09/80 Community Action Team (CAT) Report for July/August 2025

Each Councillor received the CAT Action Report for July and August 2025.

Resolved – that the actions contained within are noted. Councillors asked if data in the form of graphs could be provided to compare previous months so that they can understand the impact of Neighbourhood Environment Officers. Graphs could show the impact on car parking issues, if fly tipping incidents have reduced and if additional bin emptying is required in and around parts of the parish.

25/09/81 Community Governance Review 2025

Councillor R Overton provided an update on the Community Governance Review 2025. It was agreed at the last Boundary Review Committees meeting that St George's and Donnington would become united as one Parish Council, with Muxton and Priorslee becoming independent Parish Councils.

Some areas such as Dawley Hamlets, The Nedge, and Roddington and Wrockwardine were going back out for further consultation. The final decisions on the CGR 2025 will be released at the end of October 2025. Councillors requested that the CGR 2025 is included on November's Parish Council agenda.

25/09/82 Neighbourhood Plans

Councillors discussed the proposed motion by SALC and other County Associations calling on the Government to provide dedicated funding for Neighbourhood Development Plans.

Resolved that Donnington and Muxton Parish Council acknowledges that:

- Neighbourhood planning empowers local communities to shape the development and growth of their areas through the creation of Neighbourhood Plans.
- The preparation of Neighbourhood Plans requires significant time, expertise, and financial resources, often placing a burden on parish and town councils.
- Neighbourhood Plans contribute to more democratic, locally informed planning decisions and support the delivery of sustainable development aligned with community needs and aspirations.

It also **Resolves** to:

1. Call upon His Majesty's Government to provide increased and sustained funding to support the development, review, implementation and maintenance of Neighbourhood Plans.
2. Request that the Government ensures funding is accessible to all communities, to promote inclusivity and fairness in the planning process.
3. Write to Mark Pritchard MP and the Secretary of State for Housing, Communities, and Local Government to communicate this resolution and advocate for enhanced support for neighbourhood planning.

25/09/83 Community Navigators

Councillors were informed of the funding provided by Energize to employ two Community Navigators, one to be based at Donnington Community Hub and the other to be based at Turreff Hall. Advertising for these posts will commence one energize have confirmed that the funding has been approved.

25/09/84 Communications and Livestreaming

Councillors were asked to decide on whether or not this council should livestream its Council meetings.

Resolved – not to livestream this Council's meetings.

25/09/85 Budget Planning

Councillors were asked to consider what projects or additional expenditure this Council will require in 2026/2027 to include consideration toward redundancy payments depending on what happens with the CGR 2025, extra money for staff/councillor training, tree maintenance in Muxton and street lighting column repairs to name but a few.

25/09/86 Memorial Bench

Councillors considered a request to purchase a memorial bench to be sited at Turreff Hall or opposite Aldi Donnington in memory of Denise Birkett. Councillor J Gough suggested using the photo of her from her Order of Service to see if it could be etched onto a plaque.

Resolved – to purchase a memorial bench using the Community Fund and then when the donations are received to pay these back into it. The Clerk is to work with Councillor J Gough to get the bench installed. The preferred location would be outside Turreff Hall.

25/09/87 Agenda Items for the Next Council Meeting

Councillors were asked to email the Clerk should they have anything that they would like included on the agenda for the next Council meeting.

25/09/88 Date of next meeting

The Chair informed Councillors that the next Council meeting will be held on Monday 13th October 2025 at Turreff Hall, Donnington commencing at 7pm.

The meeting closed at 1950hrs.

Signed:

Date:

DRAFT



EMPLOYER RECOGNITION SCHEME

SILVER AWARD 2024
Proudly supporting those who serve.



IN COLLABORATION WITH SLCC, NALC, QVW, COUNTY ASSOCIATIONS