

Donnington and Muxton Parish Council



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FULL COUNCIL MEETING

Minutes of the Full Council Meeting held at Turreff Hall, Donnington on 9th October 2023 commencing at 7pm.

Present: Councillors I Alexander (Chairman), R Coates, Mrs L Dugmore, N Dugmore, J Gough, T Hoof, A Lawrence and R Overton.

Also Present: R Morgan (Clerk), Paul Fenn (Telford & Wrekin Council Neighbourhood & Enforcement Services), G Kelly and R Minton.

23/10/91 Apologies: Councillors Miss F Doran, Z Harrison, M Rowe, J Urey and O Vickers.

Resolved – that the apologies are noted.

23/10/92 Declaration of Interest: As per registers of interests. Also – Councillor R Overton – item 23/10/95b.

23/10/93 Public Session: Mr R Minton informed those present that he had received an email from the Chairman in response to issues he raised regarding Donnington allotments. Mr Minton had brought a few copies of the response and asked if this Council's complaints procedure is fit for purpose. Mr Minton was informed that the Clerk will send out the email to all Councillors along with the lease agreement, rules for the allotments and rules from other allotment sites. These will be discussed at the next Parish Council meeting. The Clerk was asked to add an appeal process to the complaints procedure.

Mr Kelly informed Councillors of the following issues in Muxton:

- He was concerned that there are five dead trees on Parish Council land.
- The contractors cutting the grass are speeding around on their mowers resulting in not cutting the grass adequately and scaring dogs.
- The hedge adjacent to 2 Saltwell's Drive has not had the side or top cut for some years.
- The stream is full of rotting leaves causing a smell and needs to be cleaned out.
- The path from Brands Meadow to Muxton Primary School is dangerously slippery due to the amount of leaves on it.
- The moss needs cleaning off the play area adjacent to St John's Church, Muxton.
- The willow trees by the small football pitch at Saltwell's Drive need their canopies raising as they are affecting people playing football and contractors mowing the grass who have to duck to avoid them.

The Chairman informed Mr Kelly that:

- The Parish Council has recently employed contractors to address the issues with the trees and ivy.
- The Clerk will contact the grass cutting contractors and raise the concerns of speeding mowers, investigate why the hedge has not been cut, address the problem with the stream and inform

Telford & Wrekin Council about the path from Brands Meadow, the condition of the play area and the willow trees.

23/10/94 Community Action Teams (CAT)

Councillors received a presentation from Paul Fenn from Telford & Wrekin Council (T&Wr) regarding the work covered, and options available, of having a Community Enforcement Team and costs involved. Each Councillor received a copy of the presentation and a costings report showing the effect any decision would have with regard to increasing the precept.

Buying into the CAT would result in an immediate response to issues within the parish as opposed to the core contract which can take between 10 to 20 days. The Council would be presented with regular Key Performance Indicators (KPIs) through constant communication with the Clerk. Enforcement Officers could attend schools during drop off and collection and prevent parking issues. A CCTV van could also attend or where speeding is an issue. Cameras can also be installed in areas known to be fly-tipping hot spots.

The Chairman thanked Mr Fenn for attending the meeting. Councillors will discuss whether or not to employ a CAT and options available at its Council meeting in November.

23/10/95 Grant Applications

Councillors considered requests for grants from this Parish Council to:

- a. Lawndale Community.

Resolved – not to award a grant to Lawndale Community.

- b. Donnington Youth Club (Councillor R Overton left the room whilst this item was discussed).

Resolved – to award Donnington Youth Club £150.

23/10/96 Minutes: To confirm the following Minutes of the Council and its Committees:

- a. Council Meeting held on 11th September 2023.

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

- b. Staff and Personnel Committee 2nd October 2023.

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

23/10/97 Staff and Personnel Committee 2nd October 2023

Members were asked to ratify the recommendations made at the Staff and Personnel Committee meeting held on 2nd October 2023.

Resolved – to ratify the recommendations made at the Staff and Personnel Committee meeting held on 2nd October 2023.

23/10/98 Matters Arising from Minutes: Councillors asked for an update on the following:

School Street – Councillor O Vickers was not present so was unable to provide Councillors with an update on any feedback from parents.

Parking Issues Muxton Primary School – The Clerk informed those present that an email had been sent to Mr A Brookes at Telford & Wrekin Council requesting a written proposal to provide some parking spaces for £20,000 but no response had yet been received. The Clerk stated that he would chase this matter up.

23/10/99 Memorial gates Donnington recreation Ground

Councillors were asked to consider requesting a 99-year licence to maintain the Memorial gates on Donnington Recreation Ground.

Resolved – that the Clerk contacts Telford & Wrekin Council with regard to the feasibility of a 99-year licence to maintain the Memorial gates on Donnington Recreation Ground.

23/10/100 Snow Liaison Officer The Humbers

Councillors were asked to nominate a snow liaison officer for The Humbers.

Resolved – that Councillor Michael Rowe is nominated as the snow warden for The Humbers.

23/10/101 Library Book Fund

Councillors considered a request from Telford & Wrekin Council for an annual financial contribution of £6,000 toward the annual book and online resources budget. It was stated that this Parish Council is unable to raise the precept to cover these additional costs and the Clerk was asked to contact other Parish/Town Councils to see if they have also been approached.

Resolved – to defer to the next Council meeting to determine whether or not some money is available from the library budget for a possible annual financial contribution.

23/10/102 D-Day 80th Anniversary Event

Members considered holding an event to commemorate the 80th Anniversary of D-Day possibly one weekend in June 2024.

Resolved – that the Clerk investigates if other organisations are holding similar events in June 2024 and provide rough costings as to how much putting on such an event would cost the Parish Council.

23/10/103 Motorbike Antisocial Behaviour Prevention

Councillors considered requesting frame bollards to prevent motorbikes accessing the underpass at Donnington Wood Way.

Resolved – that the Clerk writes to Telford & Wrekin Council to see what options are available to prevent motorbikes using the footpath and underpass of Donnington Wood Way, near to Columbine Way.

23/10/104 Community Governance Review

Councillors were asked to consider suggestions for the forthcoming Parish and Town Council's consultation regarding Telford & Wrekin Council's Community Governance Review following recommendations made by the Boundary Review Committee in September 2023. Councillor T Hoof made some suggestions whilst others thought an extraordinary Council meeting should be called to discuss the matter more in depth.

Resolved – that Councillors email the Clerk their ideas/suggestions and the Clerk collate these to present for consideration at November's Parish Council meeting.

23/10/105 Annual Governance and Accountability Return (AGAR) 2022/2023

Each Councillor received a copy of the external auditors' report regarding this Council's AGAR for year ended 31st March 2023.

Resolved – that the matter raised is noted and to thank the Clerk and Finance Officer for the work carried out in successfully producing the AGAR for the year ended 31st March 2023.

23/10/106 Policies

To review and accept the following policies for this Parish Council:

- a. Data Protection Policy
- b. Disciplinary Policy
- c. Disciplinary Procedure

- d. Document Retention Policy
- e. Epidemics, Pandemics Policy

Resolved – that the aforementioned policies are adequate for this Parish Council.

23/10/107 Agenda Items for the Next Council Meeting

Councillors were asked if they have any items for discussion which they wish to have placed on the agenda for the next Council meeting. The following item was requested:

Fonts on Council Documents

23/10/108 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 13th November 2023 at Turreff Hall, Donnington commencing at 7pm.

The meeting closed at 2038 hrs.

Signed:

Date: