



Donnington & Muxton Parish Council
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FULL COUNCIL MEETING

Minutes of the **Council Meeting** held at Turreff Hall, Donnington on **13th October 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, L Vickers, O Vickers and J Urey.

Also Present: R Morgan (Clerk to the Council), D Tooley (Local Democracy Reporter) and R Green.

25/10/92 Apologies: Councillor R Overton.

Resolved – that the apology is noted.

25/10/93 Declaration of Interest: As per Registers of Interests.

25/10/94 Public Session

R Green raised concerns regarding the speed of traffic along Wellington Road, Muxton and the recent antisocial behaviour of drivers racing along the A518 with loud exhaust systems. Mr Green informed Councillors that the Speed Indicator Display Signs (SIDS) on Wellington Road, Muxton were not working again and asked when the poles for the solar panels for the SIDS would be installed. He asked the Council to get an exact date for this.

Mr Green then raised concerns regarding the number of lorries from Best Concrete that were continuing to use Wellington Road, Muxton despite there being a 7.5 tonne weight restriction in place. He informed Councillors that he had spoken to the owner of Best Concrete who had assured him that it would be sorted, and drivers informed. Mr Green requested that bigger weight restriction signs be placed at either end of Wellington Road, Muxton and Councillors agreed to write to Telford & Wrekin Council's Highways Department to request this. Councillors also suggested writing to the Office for Transport Commissioner and the Driver and Vehicle Standards Agency to report the drivers and lorries that are continuing to use Wellington Road, Muxton.

25/10/95 Grant Application

Councillors considered applications for grants from this Parish Council to:

- a. Afghan Telford Community.

Resolved – to await further information regarding this organisation.

- b. Donnington Scout Group.

As no formal application had yet been received it was **resolved** to defer this item until an application had been received.

25/10/96 Minutes: To approve the Minutes of the following meetings of the Council:

- a. Planning Committee meeting held on 8th September 2025.

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

R Green left the meeting at 1920hrs.

- b. Council meeting held on 8th September 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 26th September 2025.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.
- d. Extraordinary Council meeting held on 1st October 2025.
Resolved – that the minutes be approved and signed by the Chairman as a true and accurate record.

25/10/97 Matters Arising from Minutes

Councillors requested an update on the following actions contained in the Minutes thereof:

Community Action Report – the Clerk informed Councillors that he had contacted Telford & Wrekin Council (TWC) requesting graphs to show how effective the use of Neighbourhood Enforcement Officers (NEOs) have been since their implementation and had sent TWCs response to Councillors requesting what particular items they wished data on. As Councillors had not responded to this then the Clerk was asked to contact TWC requesting information such as fly tipping, litter, dog fouling and parking. Councillors wanted to ensure that this Council is getting value for money, and it was suggested that the NEOs themselves survey the residents when out and about to ascertain their effectiveness. Other Councillors stated that they had received positive reports from residents but were concerned that some issues reported by the NEOs are not contained within the reports. An annual report from the CAT team is to be requested.

25/10/98 Expenditure/Payments Transactions: Each Councillor received a copy of the Expenditure/Payments Transactions for September 2025.

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

25/10/99 Income/Receipts Received: Each Councillor received a copy of the Income/Receipts Report for September 2025.

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

25/10/100 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 30th September 2025.

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

25/10/101 Budget Summary of Receipts and Payments: Each Councillor received a copy of the budget summary of receipts and payments as at 30th September 2025.

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

25/10/102 Contract Cleaners for Turreff Hall, Library and Parish Council Offices

Councillors considered quotes received to clean Turreff Hall, library and Parish Council offices to commence as from 1st November 2025 due to the retirement of the caretaker.

Resolved – to award the cleaning contract to Shines of Shropshire and that a termination notice is written into the contract.

25/10/103 Policies

To receive and adopt the following policies:

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

Resolved – to defer these policies to November's meeting so that the amendments suggested can be included in the documents and details surrounding a "right to appeal" are checked.

25/10/104 Community Action Team (CAT) Report for September 2025

Each Councillor received the CAT Action Report for September 2025.

Resolved – that the actions contained within are noted.

25/10/105 Road Safety Humber Lane

Councillors discussed an email received from a resident with regard to concerns over the road safety of Humber Lane. Councillors shared the residents concerns and it was agreed to write to TWC's Highways Department requesting a traffic survey be carried out along Humber Lane and traffic calming measures installed should the survey show their requirements.

25/10/106 Brick Bus Shelter Murals

Each Councillor received a copy of an email from Safer and Stronger Partnership to go into partnership to paint murals on some of the brick bus shelters in Donnington. However, some of the bus shelters suggested included the two on Wrekin Drive, but it had already been agreed that these would be handed over to Telford & Wrekin Council which is going to demolish them and install new more modern bus shelters. Councillors stated that the brick shelters should be kept where possible due to their historical background.

Resolved – to defer this item to a future meeting until it is known which shelters TWC wishes to replace.

25/10/107 Christmas Market and Christmas Light Switch on

The Chair informed Councillors that the forthcoming Christmas Market and light switch on will take place on Sunday 23rd November 2025. Due to the recent resignation of the Events Officer, Councillors were asked to help with the event. It was suggested that the Clerk sends out a rota of what is required so that Councillors can put their names down against said items/responsibilities.

It was suggested that the winners of the Community Award 2025 be invited to switch the Christmas lights on.

25/10/108 Muxton Lane Highway

Councillor J Urey proposed the following motion:

Under the Quiet Lanes and Home Zones Regulations 2006, the Parish Council submits an application to TWCs Highways Department for a speed order of 20mph to be implemented along Muxton Lane. The related points are:

1. Clause 18a – place signs as prescribed in the Traffic Sign Regulations and General Directives 2002.
2. Installation of speed humps at each end of the “Quiet Lane”.
3. To monitor the “Quiet Lane” at least three times a year to monitor traffic volume and supply the Parish Council with this data.
4. That TWC Highways Department accepts resident, non-motorist users and Councillors concerns over many years (Goal 5 TWC Local Transport Plan 2011 – 2016). The Council will continue to work in partnership with the community to tackle safety and security in the most effective way possible and to stop objections to work based on “no injury since 2016”.

Resolved – to support the motion proposed.

25/10/109 Remembrance Day Services

Councillors were informed that a road closure had been applied for by this Parish Council along Wrekin Drive for Donnington's Remembrance Service, but it was not known who would implement it as it is unlikely that PCSOs will be available to help with the traffic management for this event.

The Clerk and Deputy Clerk are in the final process of organising the Muxton Remembrance Service.

25/10/110 Donnington Bonfire

Councillor J Urey informed Councillors that discussions have been taking place regarding the traffic management for Donnington bonfire for Muxton, especially on Kingsley Drive, Wellington Road and Fieldhouse Drive. The organisers of the bonfire have been asked to prioritise parking provision and put cones out in Kingsley Drive and Wellington Road. Double yellow lines should be installed in time for the bonfire on Fieldhouse Drive.

25/10/111 Deputy Clerk/Events Manager

Councillors were asked to ratify the decision made by the interviewing committee to offer the post of Deputy Clerk/Events Manager to Ava Clarkson as a result of interviews that took place on 10th and 13th October 2025. Councillor S Randhawa abstained from voting on this item.

25/10/112 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.

25/10/113 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 10th November 2025 at Turreff Hall, Donnington commencing at 7pm.

The meeting closed at 2045hrs.

Signed:

Date:



EMPLOYER RECOGNITION SCHEME

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