

Donnington and Muxton Parish Council



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ANNUAL COUNCIL MEETING

Minutes of the Annual Council Meeting held at Donnington Community Hub on 9th May 2022

Present: Councillors: I Alexander, Miss F Doran, Mrs L Dugmore, N Dugmore, J Gough, T Hoof, J Lavery, A Lawrence, R Overton, M Rowe and J Thompson.

Also Present: R Morgan (Clerk to the Parish Council), Simon Haydon (Telford & Wrekin Council's Neighbourhood Co-ordinator) and K Buttress.

22/05/01 Election of the Chairman of the Council:

Nominations were requested for Chairman of this Parish Council for the forthcoming year 9th May 2022 to May 2023. Councillor T Hoof was nominated by Councillor J Gough and seconded by Councillor Mrs L Dugmore. Councillor Miss F Doran was nominated by Councillor J Thompson and seconded by Councillor M Rowe.

Resolved - that the Chairman for the forthcoming year 9th May 2022 to May 2023 is Councillor T Hoof.

22/05/02 Election of the Vice-Chairman of the Council:

Nominations were requested for Vice-Chairman of this Parish Council for the forthcoming year 9th May 2022 to May 2023. Councillor Mrs L Dugmore was nominated by Councillor J Gough and seconded by Councillor N Dugmore. Councillor Miss F Doran was nominated by Councillor J Lavery and seconded by Councillor R Overton.

Resolved - that the Vice-Chairman for the forthcoming year 9th May 2022 to May 2023 is Councillor Mrs L Dugmore.

22/05/03 Apologies: Councillors M Edwards and J Urey.

Resolved – that the apologies are accepted.

22/05/04 Declaration of Interest As per Register. Also, Councillor J Thompson – Item 22/05/15, Councillor M Rowe – Item 22/05/11b.

22/05/05 Minutes Councillors were requested to confirm the Minutes of the following:

- a. Planning Committee meeting held on 11th April 2022.

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

- b. Council meeting held on 11th April 2022.

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

821

22/05/06 Matters Arising from Minutes

Councillors received updates on the following:

Bus Subsidies – The Clerk informed those present that Telford & Wrekin Council subsidises certain bus routes in the Borough. Councillor T Hoof informed Councillors that he has been in contact with J Crowsley (Area Manager Arriva) to ascertain what costs would be involved to allow for a bus to pick up along Wellington Road, Muxton.

Planning – the Clerk informed Councillors that the Parish Council's historic list of Rights of Way had been copied to Telford & Wrekin Council who were continuing to investigate the Right of Way referred to DMMO/2011/0002.

Bus shelter School Road – The Clerk informed Councillors that the estimated time of installation for the new bus shelter on School Road, Donnington should be around July/August 2022.

Bench land adjacent Furnace Lane – the Clerk informed Councillors that he had met with Telford & Wrekin Council's Environmental Officer and had agreed where the bench is to be installed. The Environmental Officer has agreed to invoice the Parish Council for half of the purchase and installation costs. The family of Mrs E A Clare would be delighted for the Parish Council to put a plaque on the bench in her memory.

Saltwell's Drive footpath – the Clerk informed those present that work on the footpath had commenced that morning.

Bollards Dorchester Drive/Stoneleigh Grove, Muxton – The Clerk informed Councillors that the grass verge forms the service strip at the outer edge of the carriageway and as such, could not have bollards or other obstructions installed within it. Following discussions with Councillor N Dugmore it had been suggested to request that a small bin lorry is used at this location in the future.

22/05/07 Appointment of Members to Standing Committees

Resolved - that under Local Government Act (LGA) 1972 s101 the following Committees be arranged for the discharge of functions on behalf of the Parish Council and that the Councillors listed be elected to these Committees.

Planning

Councillors: I Alexander, Miss F Doran, M Edwards, M Rowe and J Urey.

Staff and Personnel

Councillors: N Dugmore, J Gough, J Lavery, A Lawrence and R Overton.

Library Committee

Councillors: Miss F Doran, N Dugmore, M Edwards, M Rowe and J Thompson.

The Chairman and Vice Chairman are ex-officio members of all Committees except Staff and Personnel. The Chairman is not an ex-officio member of the Staff and Personnel Committee.

22/05/08 Appointment of New Committees

Councillors considered the requirement for the appointment of new committees.

Resolved – that there is no requirement for any other committees.

22/05/09 Standing Orders and Financial Regulations

Each Councillor received copies of the Standing Orders and Financial Regulations.

Resolved – that the Standing Orders and Financial Regulations are adequate for this Parish Council.

22/05/10 External Organisations

To appoint Councillors as representatives of the Parish Council on the following external organisations:

- a. Wrekin Area Committee – Councillor Miss F Doran
- b. Parish and Town Council Group – Councillor Miss F Doran. The Clerk was asked to ascertain if this group still met.
- c. Parish Charter Monitoring Group – Councillor Miss F Doran
- d. Shropshire Playing Fields Association Executive Committee – Councillor J Lavery.
- e. Telford Sports Forum – Councillor J Lavery.
- f. Bus User Group – Councillor J Urey.
- g. Donnington Partnership – Councillor T Hoof (Reserve Councillor M Rowe). The Clerk was asked to find out when the next meeting was.
- h. Granville Country Park Steering Group – Councillor N Dugmore.
- i. Snow Liaison Officers:
Donnington East – Councillor Miss F Doran
Donnington West – Councillor R Overton
Muxton – Councillor J Urey
The Humbers – Councillor M Rowe
- j. Community Emergency Co-ordinator – Councillor T Hoof.

22/05/11 Affiliation/Membership to other organisations

Councillors reviewed the Council's membership to the following organisations:

- a. **Resolved** - to renew the Parish Council's membership to the Shropshire Association of Local Councils at a cost of £2,284.53.
- b. Shrewsbury and Newport Canals Trust.
Resolved - to renew the Parish Council's membership to the Shrewsbury and Newport Canals Trust at £30 per annum.

22/05/12 Meetings 2022/2023

Each Councillor received a draft copy of dates proposed for forthcoming meetings for 2022/2023.

Resolved – that the timetable for the forthcoming meetings for 2022/2023 is accepted.

22/05/13 Signatories for Bank Accounts

Councillors discussed the appointment of signatories for the Co-operative Bank, Nationwide Business Savings Account and Lloyds Bank Accounts.

Resolved – that the Signatories for the Parish Council's Co-operative Bank, Nationwide Business Savings Account and Lloyds Bank Accounts will be Councillors N Dugmore, J Lavery, A Lawrence and R Overton.

22/05/14 Payments by Direct Debits

Each Councillor received a copy of a list of service/utility providers paid by way of Direct Debit by this Parish Council.

Resolved - to ratify the continuation of paying the service providers listed by Direct Debit.

22/05/15 Advertising Turreff Hall

Councillors discussed the continued advertising of Turreff Hall in the production programmes of The Little Theatre Donnington at a cost of £125 per annum.

Resolved – to advertise for library volunteers instead of advertising Turreff Hall in the programmes of The Little Theatre Donnington at a cost of £125 per annum (LGA 1972 s144).

22/05/16 General Power of Competence

The three conditions for eligibility for the Parish Council to exercise the General Power of Competence are as follows:

Resolution: The Council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the Clerk.

Electoral Mandate: at the time the resolution is passed, at least two-thirds of the council must hold office as a result of being declared elected (i.e. not co-opted).

Qualified Clerk: at the time that the resolution is passed, the Clerk must hold a recognised professional qualification (e.g. Certificate in Local Council Administration, Certificate of Higher Education in Local Policy) **AND** pass the 2012 CiLCA module relating to the general power of competence.

As a result of satisfying the above criteria Council is requested to pass the following resolution:

Resolved – as a result of satisfying the above criteria the Parish Council, from 9th May 2022 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, adopts the General Power of Competence.

22/05/17 Donnington Wood Way lighting improvements

The Chairman invited S Haydon to discuss proposed improvements to the lighting along Donnington Wood Way in partnership with Telford & Wrekin Council's Safer and Stronger Partnership. Mr Haydon informed Councillors that the issue about the poor lighting along this footpath had been raised on numerous occasions and people were reluctant to use this path when it is dark. Various proposals and costs have been provided ranging from £22,034.28 to replace 16 x 3.5m columns, 1 x damaged concrete column and replace 32 lanterns, to £16,100.02 to replace 16 x 3.5m columns, one damaged concrete column but leave all 32 lanterns. Mr Haydon stated that the first section of lights identified should be done as a minimum requirement. The lights all belong to the Parish Council, but the Safer and Stronger Partnership should be able to contribute something toward the cost. Councillor N Dugmore stated that this path is supposed to be a safer route to school so there may be some additional funding to be obtained for this. Councillors N Dugmore, A Lawrence and J Gough stated that they would be willing to contribute toward the cost from their Borough Ward Fund. Councillor J Lavery asked if there is any money available from the development currently being built on Donnington Wood Way for streetlighting improvements. Mr Haydon stated he would investigate how much Safer and Stronger Partnership could contribute plus if any other funding is available. The Parish Council is willing to contribute but will wait until Mr Haydon ascertains what funding is available and exactly what contribution will be required from the Parish Council.

22/05/18 Community Event Donnington Recreation Ground (Bell Rec)

Mr Haydon informed Councillors that money has been awarded by Energize for improvements on Donnington Recreation Ground. As a result, it has been decided to hold a joint partnership community event on the Recreation Ground sometime in September.

The purpose of the event will be to consult with the community on how best to spend £15,000 on improving the “Bell Rec”. The Parish Council is happy to support this event but, due to the recent resignation of its Events Officer, Telford & Wrekin Council would have to be the main organisers. Mr Haydon stated that he would report back to the Parish Council on how the event is progressing. The Chairman thanked Mr Haydon for his time.

22/05/19 Write off Equipment

Councillors were requested to write off the broken Numatic Int “Henry” Vacuum cleaner purchased on 24th July 2014 for £109.

Resolved – to write off the broken Numatic Int “Henry” Vacuum cleaner.

22/05/20 Community Governance Review

Councillors considered requesting Telford & Wrekin Council carry out a Community Governance Review to add The Humbers to the title of the Parish Council. Concerns were raised that this may cause confusion as The Humbers straddles three parish councils. Also, it is expected that following Telford & Wrekin Council’s Boundary Changes, there will be a Parish Council boundary review sometime within the next four years.

Resolved – to register a request that Telford & Wrekin Council carries out a Community Governance Review to address the confusion caused by the fact that The Humbers is split over three Parish Councils.

22/05/21 War Memorial Muxton

The Clerk informed Councillors that the Memorial design agreed at the last meeting has been ordered. There is expected to be a delivery waiting time of between 8 and 12 weeks. The Chairman and Clerk are meeting with contractors this week to agree the re-siting of the soldiers’ bench and making the area into a garden area. Councillor I Alexander informed Councillors that he had contacted a local prison which is happy to make two more soldiers’ benches for this area free of charge.

22/05/22 Traffic Calming Muxton

Due to Councillor J Urey being unable to attend this meeting it was agreed to defer this item to June’s meeting. In the meantime, the Clerk was asked to find out if and when the layby’s will be installed to ease the school parking.

22/05/23 Speed Cushions Donnington

Councillors discussed the proposed installation of speed cushions on Wrekin Drive, Donnington and suggestions of locations for dropped kerb/pedestrian dropped crossings.

Resolved – that the Clerk informs Telford & Wrekin Council that the Parish Council does not want any speed cushions along Wrekin Drive. Councillors were also asked to email the Clerk with suggestions for dropped kerb crossings along this road.

22/05/24 Play area Pembridge Close/Kingsley Drive Muxton

Due to Councillor J Urey being unable to attend this meeting it was agreed to defer this item to June’s meeting. In the meantime, the Clerk was asked to liaise with Telford & Wrekin Council to obtain a report on the progress of the installation of the new apparatus and refurbishment of the play area off Pembridge Close/Kingsley Drive, Muxton.

22/05/25 Annual Report

Each Councillor received a copy of the Annual Report for 2021/2022. The Chairman thanked the Clerk and staff for producing this report.

Resolved – to accept the Annual Report for 2021/2022.

22/05/26 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 13th June 2022 commencing at 7pm at Donnington Community Hub, Donnington. Items to be discussed will include the approval of Accounts for the Annual Return 2021/2022.

The meeting closed at 2040hrs.

Signed:

Date: