

Donnington and Muxton Parish Council



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FULL COUNCIL MEETING

Minutes of the Full Council Meeting held at Turreff Hall, Donnington on 13th January 2020 commencing at 7.00pm

Present: Councillors: Mrs L Dugmore (Vice-Chairman), Miss F Doran, N Dugmore, J Lavery, A Lawrence, C Mason, M Stokes, R Overton and J Thompson.

Also Present: R Morgan (Parish Clerk), Mrs R Gregory and D Thompson.

A minute silence was held at the start of the meeting to commemorate Councillor Mrs Elizabeth Clare who sadly passed away on Saturday 4th January 2020.

20/01/165 Apologies: Councillors P Loughlin (Chairman), M Edwards and J Gough.
Resolved – to accept the apologies.

20/01/166 Declaration of Interest: As per Register.

20/01/167 Public Session

Mr D Thompson suggested that some sort of memorial should be organised to commemorate Councillor Mrs E A Clare due to her long service to the community.

20/01/168 Councillor Mrs E A Clare

Councillors paid tribute to the life and service given to this Parish Council and the Borough Council by Councillor Mrs Elizabeth “Liz” Clare. Councillors stated that she was already missed. She was not afraid to express her opinions which was very admirable, did what she thought was right and stuck to her views. Liz had worked hard at the Ordnance Depot in Donnington before retiring and continued to work hard as a Parish and Borough Councillor. To other Councillors she was a special Councillor and a good ambassador to learn from. She was formidable and straight talking and served Donnington well. Councillors suggested that any new development in Donnington should have a road named after her and the Clerk was asked to contact the Borough Council with this suggestion. It was also suggested that the Parish Council should also organise some permanent memorial by which to remember her by. The Clerk was asked to pass on this Council’s condolences to her family.

20/01/169 Minutes

Councillors confirmed the Minutes of the following meetings:

- a. Planning Committee meeting held on 9th December 2019.

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

- b. Council meeting held on 11th December 2019.

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

20/01/170 Matters Arising from Minutes

Councillors received updates on the following:

VE Day 75th Anniversary Commemorations – The Clerk informed Councillors that the planning for this event is going well but unfortunately a Spitfire fly past cannot be had due to the close proximity of houses. A climbing tower has been booked and other activities are being planned.

Prostate Cancer Awareness Scheme – The Clerk confirmed that this Council will be sponsoring a Prostate Cancer Awareness event at Turreff Hall on Monday 26th October 2020.

Parking Restrictions Saltwell's Drive, Muxton – Councillor M Stokes informed Councillors that the new parking restrictions by Muxton Primary School had now moved the parking issues down into Saltwell's Drive.

20/01/171 Expenditure Transactions

Each Councillor received a copy of the Expenditure Transactions for December 2019.

Resolved – that the expenditure transactions for December 2019 are ratified and accepted as a true record.

20/01/172 Income Received:

Each Councillor received a copy of the income report for December 2019.

Resolved – that the Income Report for December 2019 is ratified and accepted as a true record.

20/01/173 Bank Reconciliation

Each Councillor received a copy of the bank reconciliation as at 31st December 2019.

Resolved – that the bank reconciliation as at 31st December 2019 is accepted as a true record.

20/01/174 Financial Budget Comparisons

Each Councillor received the Financial Budget Comparison as at 31st December 2019.

Resolved – that the Financial Budget Comparisons as at 31st December 2019 are accepted as a true record.

20/01/175 Clerk's Report

Each Councillor received a copy of the Clerk's report containing the following:

Tree Planting – the Clerk informed Councillors that Cllr Mark Stokes had met with Gavin Onions and had agreed where the trees are to be planted providing there are no services running under the pieces of ground. It has been suggested that the residents are invited to take part in the planting and that the Parish Council's Community Events and Engagement Officer publicises this request and act as a point of contact for the residents.

Bollards, Thornton Park Avenue – The Parish Council has informed Rebecca Taylor-Barnes of the confirmation of funding and the job has been raised with the contractors. The work should be carried out in early 2020 dependent on material delivery.

Allotments – It is proving difficult to find suitable land for allotments within the parish. One area that could have potential is by the White House Hotel in Muxton. However, there are access issues to be resolved and whether or not Telford & Wrekin Council is willing to allow the Parish Council to use it for allotments. The Clerk also has concerns that there is not sufficient demand for them as there are only five currently on the waiting list, three of which live outside this Parish. Councillor A Lawrence stated that when canvassing for the elections many residents had asked if it would be possible to have more allotments so the Clerk was asked to contact the Borough Council to see if it would be possible to have some of the land at the rear of Breton Park, Muxton.

Smartwater – The Community Engagement and Events Officer, together with the Police, recently went door knocking in Fieldhouse Drive, Muxton and gave away and registered another twenty residents to the Smartwater Scheme. This will continue again in the next couple of weeks to cover the remaining houses.

20/01/176 CCTV Muxton

The Clerk informed Councillors of the issues that he was experiencing in obtaining suitable CCTV Cameras which can be operated remotely. He informed Councillors that he had spoken to companies to discuss this matter and obtain quotes but all had said that the remote cameras at the budget given would not provide the quality required and that to achieve this quality cameras would have to be wired into an electrical point/streetlight. The Clerk was asked to find out what cameras would be suitable and if they could be connected to streetlights. He was also asked to contact the Police to see what remote cameras they used and if any funding would be available from the Police and Crime Commissioner.

20/01/177 Parish Council Policies GDPR 2018

Councillors were asked to discuss and adopt the Password Management Policy.

Resolved – to accept and adopt the Password Management Policy.

20/01/178 Street Lighting

The Clerk informed Councillors that he and Councillor J Lavery had met with Debbie Germany and Sadie Roberts (Telford & Wrekin Council's Neighbourhood & Customer Services Officers) regarding the street lighting LED renewal programme. The Clerk informed Councillors that the programme to renew the streetlights had stopped in 2017 but the Borough Council had failed to notify this Parish Council of it. However, the Parish Council had not been invoiced for any works since then, so the money had been transferred over into this Council's reserve account. However, due to under budgeting last year £10,000 had been transferred from reserves which left a balance of around £37,640. Due to the delay, Councillors were informed that the lights were now cheaper but of better quality with a twenty-five-year warranty and, in effect, the Parish Council is now saving around £46,000 to what the original cost would have been.

Resolved – that the Clerk contacts Telford & Wrekin Council and ask if it would be possible for the streetlighting replacement to LED be carried out over the next two years but the Parish Council pays for this over the next five years.

20/01/179 Pensioners Christmas Dinner 2020

Councillors were informed that those that attended the event thoroughly enjoyed themselves and some even sent thank you cards to the Parish Council. Whilst uptake on this event was low, Councillors were of the opinion this was due to the late decision in holding this event.

Resolved – to hold this event again in December 2020 on two days at Cordingley Hall, Donnington but to advertise it sooner in the year and make the tickets available earlier.

Councillor C Mason left the meeting.

20/01/180 Transfer of Funds

Councillors were informed that a forecast of expenditure up to the end of the financial year shows that a transfer of £20,000 from reserves is required.

Resolved – to transfer £20,000 from reserves to cover expenditure to the end of the financial year.

20/01/181 Budgets 2020/2021

Each Councillor received a copy of the draft budgets in order to agree the budgets and set the precept for this Parish Council for 2020/2021. The Clerk reminded Councillors that it was their responsibility to consider the financial risks to this Council as well as the recommended amount of money in reserves. The Clerk provided Councillors with various options for raising the precept and the effect they would have on Band “D” properties, as well as reminding Councillors that the precept had not been raised for six years. It was proposed by Councillor A Lawrence, seconded by Councillor N Dugmore that the Parish Council increases its precept by £10,000 to cover the proposed expenditure for 2020/2021.

Resolved – that this Council increases its precept by £10,000 to cover the proposed expenditure for 2020/2021. There were five abstentions from voting.

20/01/182 Nomination for Chairman to attend the Buckingham Palace Garden Party.

In the Chairman’s absence, Councillors discussed officially nominating him to be entered into the draw to attend the Buckingham Palace Garden Party representing this Parish Council.

Resolved – that the Clerk confirms that the Chairman wishes to attend and, if so, to officially nominate him to be entered into the draw to attend the Buckingham Palace Garden Party representing this Parish Council.

20/01/183 Write off equipment

Councillors were asked to write off the Parish Council’s Vax carpet cleaner which no longer works. This was originally purchased in February 2006 at a cost of £99.99.

Resolved – to write off the Vax carpet cleaner.

20/01/184 War Memorial, Muxton

Councillors considered some locations for a War Memorial in Muxton. It was suggested that the Clerk contact the resident willing to donate money for this to see if he had any suggestions as to where it should go. Other locations suggested were at St John’s Church, Muxton or by the Soldiers Bench located off Marshbrook Way, Muxton. The Clerk was asked to contact St John’s Church to see if it would be willing to have a War Memorial. It was also suggested that the Clerk writes to the Ordnance Depot, Donnington and ask for a financial contribution to this and possibly set up a crowd funding page.

20/01/185 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:

Ideas for a Memorial for Councillor Mrs E A Clare

Cordingley Hall – to inform Councillors on the length of the lease remaining.

Provision of a footpath at Celadine Way to join with Donnington Wood Way.

20/01/186 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 10th February 2020 at Turreff Hall, Donnington commencing at 7pm.

The meeting closed at 2025hrs.

Signed:

Date: