

# Donnington and Muxton Parish Council



*Turreff Hall,  
Turreff Avenue,  
Donnington,  
Telford, TF2 8HG  
Tel: 01952 608001*

[clerk@donningtonmuxtonpc.org](mailto:clerk@donningtonmuxtonpc.org)  
[www.donningtonmuxtonpc.org](http://www.donningtonmuxtonpc.org)

## **FULL COUNCIL MEETING**

**Minutes of the Full Council Meeting held remotely via Microsoft Teams on 18<sup>th</sup> May 2020 commencing at 4.00pm**

**Present:** Councillors: P Loughlin (Chairman), Miss F Doran, Mrs L Dugmore, N Dugmore, M Edwards, J Lavery, R Overton and J Thompson.

**Also Present:** R Morgan (Parish Clerk), Mrs K Eshelby (Assistant Clerk) and A Moore (Local Democracy Reporter).

**20/05/226 Apologies:** Councillors J Gough, A Lawrence and C Mason. Councillor M Stokes tried to join the meeting but was experiencing connection issues.

**Resolved** – that the apologies are accepted.

**20/05/227 Declaration of Interest:** As per Register of Interest.

**20/05/228 Public Session:** There were no comments.

### **20/05/229 Minutes**

Councillors were unable to confirm the Minutes of the Council meeting held on 9<sup>th</sup> March 2020 as they had not been included with the other supporting documents for this meeting.

**Resolved** – that the minutes are deferred to the next Council meeting for approval.

### **20/05/230 Matters Arising from Minutes**

Due to the previous item, Councillors were unable to discuss any matters arising.

### **20/05/231 Expenditure Transactions**

Each Councillor received a copy of the Expenditure Transactions for April 2020.

**Resolved** – that the expenditure transactions for April 2020 are ratified and accepted as a true record. The Chairman signed the documents and held them up for everyone to see.

### **20/05/232 Income Received**

Each Councillor received a copy of the Income Report for April 2020.

**Resolved** – that the Income Report for April 2020 is ratified and accepted as a true record. The Chairman signed the documents and held them up for everyone see.

### **20/05/233 Bank Reconciliation**

Each Councillor received a copy of the Bank Reconciliation as of 30<sup>th</sup> April 2020.

**Resolved** – that the Bank Reconciliation as of 30<sup>th</sup> April 2020 are ratified and accepted as a true record. The Chairman signed the documents and held them up for everyone to see.

#### **20/05/234 Financial Budget Comparisons**

Each Councillor received a copy of the Financial Budget Comparison as at 30<sup>th</sup> April 2020.

**Resolved** – that the Financial Budget Comparisons as at 30<sup>th</sup> April 2020 are accepted as a true record.

#### **20/05/235 Neighbourhood Development Plan (NDP)**

Each Councillor received a copy of the Regulation 15 NDP and were asked to accept that this is the document that will be submitted to Telford & Wrekin Council (T&Wr) by the Parish Council.

**Resolved** – to accept the Regulation 15 Neighbourhood Development Plan for this Parish Council and that it is to be submitted to Telford & Wrekin Council.

#### **20/05/236 Kindle Kindness**

Councillors discussed whether or not this Parish Council wishes to financially contribute to Telford & Wrekin Council's campaign to provide Kindles for vulnerable people during the Coronavirus period. Proposed by Councillor J Thompson, seconded by Councillor N Dugmore, that £1,000 is donated to Telford & Wrekin Council's Kindle Kindness campaign. It was stated that a preference would be to give Kindles to people isolated at home rather than at care homes if possible.

**Resolved** – that £1,000 is donated to Telford & Wrekin Council's Kindle Kindness campaign.

The issue was also raised as to whether or not Donnington and Muxton Library could reopen. The Clerk was asked to contact the Borough Council to see what its guidance would be regarding this matter.

#### **20/05/237 Meeting Dates 2020/2021**

Councillors were asked to agree the proposed dates for Parish Council meetings for 2020/2021. These dates will be subject to Government restrictions during the coronavirus pandemic.

**Resolved** – to accept the proposed dates. However, the Clerk was asked to investigate if St John's Church would be available on Mondays at which to hold a Council meeting as Wednesdays were not suitable for some Councillors. The Clerk is to check the dates of Telford & Wrekin Council's meetings to ensure that there is no clash with the Parish Council meetings.

#### **20/05/238 Clerk's Report Updates**

Councillors received updates on the following:

Brands Meadow Footpath – Dave Hanley (Service Delivery Manager – Telford & Wrekin Council Environment & Neighbourhood Services) and Debbie Germany (Neighbourhood and Enforcement Services Telford & Wrekin Council) have been out to visit the site and are now in discussions with Angie Astley (Assistant Director, Customer & Neighbourhood Services, Telford & Wrekin Council). Due to the Coronavirus pandemic this has been put on hold for the time being whilst officers deal with other issues arising around the virus. The MyTelford reference for this is i-318200.

Public Rights of Way – A request has been submitted to Andrew Careless asking if it would be possible that, due to the coronavirus pandemic, the time scale is extended by a year for all unrecorded footpaths and bridleways created before 1949 to be recorded. This is currently set at 1<sup>st</sup> January 2026. The Clerk was asked to chase this matter up with Andrew Careless (Telford & Wrekin Council Rights of Way Officer).

Wildflower area opposite Muxton Primary School – this has been put on hold and will be taken up again when the coronavirus restrictions have been lifted.

Parking restrictions Saltwell's Drive/Marshbrook Way – the double yellow lines opposite the junction of Saltwell's Drive on Marshbrook Way have been added to the programme of works and residents will be consulted when restrictions have been lifted. It was also stated that there are parking issues at Highlander Drive, Donnington and a request was made to consider if double yellow lines could be installed to ensure the safety of children playing. The Clerk was asked to investigate if this would be possible.

Trees Donnington Methodist Church – Gavin Onions (Tree Officer T&Wr) has been out and had a look at the two large conifers, but they are not the responsibility of the Borough Council. It has been recommended that any concerns are addressed by the neighbour to the Church directly. The Clerk was asked to write to the Church highlighting the concerns raised and copy the letter to the neighbour.

#### **20/05/239 Annual Report 2019/2020**

Each Councillor received a copy of the Annual Report 2019/2020. It was stated that the trees were planted by Muxton residents and not idverde.

**Resolved** – that the amended Annual Report 2019/2020 is accepted, and the Clerk was thanked for producing it.

#### **20/05/240 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:

Re-opening of Parish Council facilities – to allow for discussions on planning to re-open facilities.

Protocol for approving leaflets/documents that are distributed by the Parish Council.

Bollards at St Matthew's School, Donnington.

Respecting Parks and Countryside – Councillor J Thompson was asked to bring ideas to the next Council meeting as to how the Parish Council can achieve/assist with this.

#### **20/05/241 Date of next meeting**

Councillors were informed that the next Council meeting will be held remotely on Monday 8<sup>th</sup> June 2020 commencing at 4pm unless restrictions regarding the Coronavirus pandemic change.

The meeting closed at 1700hrs.

Signed:

Date: