



# Donnington and Muxton Parish Council

Turreff Hall, Turreff Avenue, Donnington, Telford, TF2 8HG

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To All Members of this Parish Council

6<sup>th</sup> July 2020

Dear Councillor,

You are summonsed to attend a **Remote** meeting of the  
**Full Council on Monday 13<sup>th</sup> July 2020 at 4pm**  
**The meeting will be held via the Microsoft Teams App**

**Any member of the public wishing to attend this meeting MUST contact the Clerk at the email address shown above prior to the day of the meeting to receive instructions on how to participate.**

## AGENDA

**20/07/20 Apologies:** To accept the apologies of those unable to attend.

**20/07/21 Declaration of Interest:** To declare a personal or pecuniary interest in any item on the agenda.

### **20/07/22 Public Session**

There will be 15 minutes allowed for questions to the Chair from Members of the Public.

**20/07/23 Grant Application:** To consider a grant application request from Connect Aid – Food Share Project.

**20/07/24 Minutes:** To confirm the Minutes of the Council Meeting held on 8<sup>th</sup> June 2020.

### **20/07/25 Matters Arising from Minutes**

To enable Councillors to receive updated information of actions contained in the Minutes thereof.

**20/07/26 Expenditure Transactions:** To receive and accept the Expenditure Transactions for June 2020.

**20/07/27 Income Received:** To receive the income report as for June 2020.

**20/07/28 Bank Reconciliation:** To receive the bank reconciliation as of 30<sup>th</sup> June 2020.

### **20/07/29 Financial Budget Comparisons**

To receive the financial budget comparisons as at 30<sup>th</sup> June 2020.

### **20/07/30 Accounts and the Annual Return**

#### a. Annual Return

To complete the Annual Governance Statement. (Page 4 of AGAR)\* Please see the Explanation of assertions for each numbered point.

To confirm the Statement of Accounts. (Page 5 of AGAR) including reconciliation of boxes 7 and 8\*

To receive the Annual Internal Audit Report. (Page 3 of AGAR)

To receive and sign the Accounts – Supporting Statement\*

To receive the Explanation of Variances.

b. Bank Reconciliation Details

To receive the Bank Reconciliation at 31<sup>st</sup> March 2020\*

To receive bank accounts opening/closing balances.

c. Internal Audit

To receive report from Internal Auditor, Atwal Harjinder detailing internal audit visits.

d. End of Year Accounts

To receive and sign the Consolidated Balance Sheet.\*

To receive the Income and Expenditure Financial Summary.

To receive the Financial Statement

\* Chairman to complete and sign at the meeting.

**20/07/31 Community Events and Engagement Officer**

To discuss making this position a permanent post with the current Officer.

**20/07/32 Re-opening of Parish Council Facilities**

To discuss the re-opening and management of the Parish Council facilities to include the Public Toilets (See joint letter Simon Clarke MP and Rebecca Pow MP) at The Parade, Donnington, the Liz Clare Library, the Parish Council Office and Turreff Hall. Councillors are also requested to approve the Risk Assessment Return to Work – Covid 19.

**20/07/33 Post Covid-19 Support for Community**

To consider what support can be provided by the Parish Council to the community post Covid-19 restrictions.

**20/07/34 Speeding Saltwell's Drive, Muxton**

To discuss traffic speeding issues along Saltwell's Drive, Muxton and what actions can be carried out to prevent this.

**20/07/35 Code of Conduct Consultation**

To consider the proposed new Model Code of Conduct in order to respond to the Local Government Association's consultation.

**20/07/36 Employment and Housing Needs Survey**

To discuss and complete Telford & Wrekin Council's Employment and Housing Needs Survey.

**20/07/37 Speed Indicator Display Signs (SIDS) Policy**

Councillors are asked to adopt the proposed SIDS Policy.

**20/07/38 Planning Applications**

To consider the following planning applications: Councillors are requested to look at the applications prior to the meeting.

a. TWC/2020/0455

Dr & Mrs P Viswanathan, 5 Weybourne Walk, Muxton, Telford, Shropshire.

Erection of a first floor side extension with associated works to driveway.

b. TWC/2020/0462

Kathryn Hawley, 4 Woodspring Grove, Muxton, Telford, Shropshire.

Erection of a single storey side extension.

- c. TWC/2020/0504  
Mr & Mrs E Samuchova, 20 Turreff Avenue, Donnington, Telford, Shropshire.  
Erection of replacement fence and gate to front of property and alterations to existing windows.
- d. TWC/2020/0527  
Mr & Mrs Graham Deakin, 73 Muxton Lane, Muxton, Telford, Shropshire.  
Erection of a detached two storey dwelling and detached single storey double garage following demolition of the existing dwelling and garage.

**20/07/39 Agenda Items for the Next Council Meeting**

To ask Councillors if they have any items for discussion which they wish to have placed on the agenda for the next Council meeting.

**20/07/40 Date of next meeting**

To inform Councillors that the next Council meeting will be held on Monday 14<sup>th</sup> September 2020 at Turreff Hall, Donnington commencing at 7pm unless restrictions regarding the Coronavirus pandemic prevents the Council from holding it. A new date for a Remote Council meeting will be decided in due course and information regarding this will be published on this Council's Social Media and website.



Ralph L Morgan  
Clerk to the Parish Council