



# Donnington and Muxton Parish Council

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## Action Plan 2019/2020

### Introduction

This Action Plan has been produced by the Parish Council in order to demonstrate the planned and continuing work that this Council wishes to achieve throughout 2019/2020. This “living” document will guide the work of the Parish Councillors and provide residents living in Donnington, Muxton and The Humbers with an overview of what this Council wishes to achieve over the coming year and in some cases what it has previously achieved.

By producing this Action Plan the Parish Council hopes that its work will help shape a vibrant and active community in which to live, work and visit. It is expected that the document will continue to evolve and develop throughout the year. Councillors, residents and representatives from local community, partnership and business organisations are invited to contribute to this document with ideas on how to develop the area and these can be sent to the Parish Clerk at [clerk@donningtonmuxtonpc.org](mailto:clerk@donningtonmuxtonpc.org)

| Community  |   |  |  |
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| Objective  | Actions Required  | Timescale  | Action By  |
| 1. Community Christmas Market/Festival to coincide with the switch on of Christmas Lights.   | Liaise with Local Businesses, Schools and Churches. Also, contractors for streetlights and Christmas lights.                            | 1 <sup>st</sup> December 2018 and end November 2019. | Clerk, Community Events and Engagement Officer (CEEEO), Donnington Community Hub, Clare Nelson (T&Wr Council), Donnington Youth Panel. Turnock Ltd, Prysmian and T&Wr Council. |
| 2. Ensure Parish Council website, Facebook, Twitter and Instagram pages kept up to date to inform residents of meetings, consultations and activities. | Check and update regularly  | Daily  | CEEEO and Clerk  |
| 3. Work toward completing the <b>Neighbourhood Plan</b>  | Consult with the Community, groups, organisations, schools, businesses and local partners with the aim of creating a Neighbourhood Plan | April 2020   | Parish Council, Groundworks UK, Michael Barker and community.  |

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| 4. Roll out <b>Smartwater</b> kits in Fieldhouse Drive, Muxton  | Arrange public meeting at St John's to inform residents of what it is and register kits with them.  | <b>September/October 2019</b>                                       | Police, Parish Council, CEEO, Clerk, Chairman, Councillors.   |
| 5. Roll out Keep Britain Tidy's "There's no such thing as the Do Poo Fairy" Campaign                              | Contact local schools and community centres to display posters.   | <b>September/November 2019</b>                                      | Clerk, CEEO, Community Centres, Local Schools.  |
| 6. Improve security on The Parade, Donnington.  | Install CCTV on The Parade, Donnington.   | <b>Completed</b>  | Parish Council, Wrekin Housing Trust, Donnington Partnership, Local Police Team, T&Wr.                              |
| 7. Involve local partner organisations in maintaining and improving the community for local residents.            | Organise Working Lunches so each partner organisation is informed of what each is doing for the community.  | Every <b>three months</b><br><b>Regular meetings now organised.</b> | Parish Council, Wrekin Housing Trust, Donnington Partnership, Local Police Team, Donnington Youth Panel and T&Wr.   |
| 8. Assist with the organisation of Donnington Bonfire.  | Continue representation on organising committee.  | As and when meetings arranged.                                      | Councillors C Mason and Mrs E A Clare, Clerk.   |
| 9. To increase and encourage use of Turreff Hall by Community Groups and residents.                               | Ensure Turreff Hall is maintained to the highest standard.<br>Upgrade security alarm to enable police response.<br>Review advertising of Turreff Hall.                  | Continuous<br><br><b>Completed/Monitor</b><br><br>Quarterly         | Clerk, Assistant Clerk, CEEO, Caretaker.<br>Parish Council, Clerk, Contractor.<br><br>Clerk, Assistant Clerk, CEEO. |
| 10. Run, maintain and manage Donnington and Muxton Community library to safeguard this service for the community. | Liaise with Telford & Wrekin Council. Employ contractors and liaise with them to ensure proposed refurbishment plans are adhered to. Employ and manage volunteer staff. | <b>Continuous</b>   | Telford & Wrekin Council, Parish Council, Clerk, Assistant Clerk, CEEO, Caretaker, Volunteers and contractors.      |

| <b>Environment</b>   |  |                               |                                   |
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| <b>Objective</b>   | <b>Actions Required</b>  | <b>Timescale</b>              | <b>Action By</b>                  |
| 1. Renew Parish Council owned Street Lighting to LED Lamps due to current lamps becoming obsolete.<br>2. | Replace lamps on all Parish Council street lights.   | Five years.<br>Commenced 2014 | Parish Council, Prysman and T&Wr. |
| 3. Plant flowers on Parish Council land opposite and adjacent to Muxton Primary School.                  | Plant wildflowers in flower beds.<br>Possibility of extending beds all along the rear of the land. | September 2019.               | Parish Council, idverde, Clerk    |
| 4. Ensure Parish Council Bus Shelters in required state of repair and cleaned every month.               | Check condition and cleanliness of bus shelters.   | Every month                   | idverde and Clerk.                |

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| 5. Ensure allotments are fully occupied and kept in a condition in accordance with the lease. Also, set up an allotment committee. | Check allotments monthly.<br>Arrange meeting with plot holders to set up Allotment management committee. | Ongoing<br>April 2019 | Clerk, Plot Holders. |
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| Highways   |  |  |   |
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| Objective  | Actions Required   | Timescale  | Action By   |
| 1. Install speed calming measures Wellington Road, Muxton.   | Identify locations and costs for a chicane, speed humps and rumble strips.<br>Parish Council consider financial assistance when setting budgets for 2019/2020. | Ongoing.<br>Public meeting to be held Sept 2019        | Parish Council, Chairman Cllr P Loughlin, Adam Brookes (T&Wr), Clerk. |
| 2. Install Pedestrian Crossing on Wrekin Drive, Donnington by Bank.  | Liaise with Senior Traffic and Streetworks Engineer Telford and Wrekin Council.  | Ongoing. Awaiting funding review.                      | Parish Council, Adam Brookes (T&Wr), Clerk.                           |
| 3. Have Muxton Lane designated as a Quiet Lane.  | Liaise with Senior Traffic and Streetworks Engineer T&Wr and Lilleshall Parish Council.  | Ongoing. Order Issued. Awaiting signage. November 2019 | Parish Council, Adam Brookes (T&Wr), Clerk.                           |
| 4. Install illuminous eyes to prevent dog fouling  | Liaise with T&Wr and decide locations  | September 2019   | Clerk and Phil Pritchard (T&Wr)                                       |
| 5. Move Lilleshall directional sign so it directs traffic along A518 and not wellington Road, Muxton                                 | Liaise with T&Wr   | Ongoing  | Adam Brookes (T&Wr).  |
| 6. Move Gateway Sign from Clocktower entrance to School Road to entrance to Wellington Road, Donnington                              | Liaise with T&Wr   | Ongoing  | Adam Brookes (T&Wr).  |
| 7. 20 MPH on Estate Roads throughout Parish  | Liaise with T&Wr   | Ongoing  | Rebecca Taylor-Barnes (T&Wr).   |
| 8. Double yellow lines for Church Road/St Matthew's Road, Donnington and Thornton Park Ave. Marshbrook Way and Lytham Green, Muxton. | Liaise with T&Wr   | Ongoing  | Adam Brookes (T&Wr), Clerk.   |
| 9. Floodlights Clocktower roundabout   | Liaise with T&Wr   | Ongoing  | Streetlighting T&Wr, Clerk  |
| 10. Bollards Thornton Park Avenue to prevent parents parking on grass verges when dropping children off and collecting from school.  | Liaise with T&Wr   | Ongoing  | Cllr N Dugmore, Parish Council, Clerk and Adam Brookes (T&Wr)         |

| Housing and Planning   |  |  |  |
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| Objective  | Actions Required   | Timescale  | Action By  |
| 1. To object to planning applications for large developments in the Parish Council area on “green network” and land not identified in T&Wr Local Plan. | Act responsibly as a statutory consultee when discussing applications at Planning Committee meetings.                      | Ongoing  | Parish Council Planning Committee                                    |
| 2. To ensure developers plan and provide sufficient affordable housing for both young and elderly people within the Parish.                            | Invite potential developers to Council meetings to discuss planning proposals.   | Ongoing  | Parish Council.  |
| 3. Complete Neighbourhood Plan for this Parish Council.  | Consult with the Community, groups, organisations, schools, businesses and local partners on the draft Neighbourhood Plan. | September/October 2019. Hope to be completed by April 2020 | Parish Council, Community, Telford & Wrekin Council and Consultants. |

| Youth and Young People  |  |                   |   |
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| Objective   | Actions Required   | Timescale         | Action By   |
| 1. To involve the local young people in any community events organised by the Parish Council. | Invite Donnington Youth Panel to attend event planning meetings and working lunches.   | Ongoing           | Parish Council, Chairman P Loughlin, Clerk, Mr D Hassell, Mrs J Hassell, Mrs R Gregory and members of Donnington Youth Panel. |
| 2. To assist the young people in their community projects.                                    | Be involved in their event planning meetings. Parish Council has allocated £1,000 in a budget for the Youth Council.                         | Ongoing           | Parish Council, Chairman P Loughlin, Clerk, Mr D Hassell, Mrs J Hassell, Mrs R Gregory and members of Donnington Youth Panel. |
| 3. Create a Donnington and Muxton Youth Council.  | Donnington Youth Panel has formed a steering group to set out aims and procedures for initiating projects and membership of a Youth Council. | Meet every month. | Parish Council, Chairman P Loughlin, Clerk, Mr D Hassell, Mrs J Hassell, Mrs R Gregory and members of Donnington Youth Panel. |