



DONNINGTON AND MUXTON PARISH COUNCIL

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Granville Country Park, Muxton

Annual Report 2019/2020

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CHAIRMAN'S REPORT 2019/2020

Over the past year it has been a great honour and privilege to serve as your Chairman of Donnington and Muxton Parish Council during 2019 and 2020 in what has been an exceedingly difficult year.

The onset of the coronavirus pandemic has dominated 2020 so far and our thoughts continue to be with the entire community and the country as a whole as we come together to offer help and support to each other.

We also sadly lost one of our most long-standing Councillors, Elizabeth Clare, in early January. A great loss to the community after serving as a Councillor for close to 41 years with many tributes made.

Despite the challenges that we have faced the Parish Council has continued to work hard in our obligations to the community with some great achievements.

Due to the current COVID-19 restrictions we had to close the Parish Offices and Library at Turreff Hall in March as well as the park areas across the Parish. However, we are about to embark on the very first remote Parish Council Meeting set for the 18th May. Having now completed the necessary technical checks and having also successfully completed a trial run with the Planning Committee on the 20th April we are looking forward to running our first remote council meeting. The Parish team are committed to continue to function as a Parish Council despite the great difficulties that we face.

I would also like to take the opportunity to welcome Holly Westwood to the team joining us as our Community Events & Engagement Officer. One of Holly's first tasks was to help build our new Parish website which has been a great success and I would like to extend my thanks to Holly for helping to coordinate this important activity. Further results of her work to date has seen a huge increase in our social media presence and some fantastic outside events including the Christmas Festival event at the Donnington Parade.

On other matters, we continue to engage well with our partners across the Telford & Wrekin and I am particularly proud that we have achieved some great outcomes over the last year. This Parish Council was the first to receive the Quality Award and so thanks go to the team of Ralph and Katie.

It was also extremely rewarding to see the outcome of the hard work that was undertaken to clean-up the Donnington War Memorial in time for Remembrance Day in November last year. A special thanks to Councillor Jay Gough for coordinating this activity.

We also achieved a new designation of several hundred yards of Muxton Lane now defined as a Quiet Lane. Such a designation raises awareness to road users that this stretch of the Muxton Lane starting at the Marshbrook Way/Muxton Lane bridle path onward to just short of the Shropshire Golf Center is used extensively by dog walkers, cyclists, joggers, families and horse riders.

In terms of the Donnington and Muxton Neighbourhood Plan, Michael Barker, our engaged Planning Consultant, has made steady progress on our journey toward the official adoption of this plan but unfortunately, any local referendum on the adoption has been delayed until the earliest of 6th May 2021 due to Covid-19.

Unfortunately, we had to make the difficult decision to cancel some events with one being the VE Day celebration on the 8th May. Whilst this is a huge disappointment for all we are all being encouraged to celebrate this important event despite the restrictions in place.

As I look back on the last 12 months we have, as a team and community, achieved some great goals and I would again like to extend my thanks to all of those involved.

For now, it only leaves me to say, Stay Home, Protect the NHS and Save Lives.



A handwritten signature in dark ink, appearing to read 'Phil Loughlin', written in a cursive style.

Phil Loughlin,
Chairman Donnington and Muxton Parish Council

PARISH COUNCIL

Councillor Mrs E A Clare



“A fair-minded, dedicated, passionate, fearless lioness who will be sadly missed within the community”

Donnington and Muxton Parish Council was saddened to announce that one of its longest-serving Councillors, Mrs Elizabeth Clare, passed away peacefully on the morning of Saturday 4th January 2020.

Liz became a Councillor in May 1979 and has represented Donnington not only as a Parish Councillor, but also as a Borough Councillor. She also served as a Governor for local schools.

Liz constantly fought to get the best for the residents of Donnington and was completely dedicated to her responsibilities as a Councillor representing her electorate. Her participation in debates at Parish Council meetings, where she pulled no punches, will be greatly missed.

Donnington and Muxton Parish Council, along with Telford & Wrekin Council, will each match the £1000.00 made in donations at Liz's Funeral and donate it equally between the Youth Groups in Donnington in remembrance of Liz, who set up the first Youth Council in the Donnington Area.

It was agreed that Donnington and Muxton Library will also be known as “The Liz Clare Library”. The Parish Council will purchase a memorial bench to be situated on the land opposite where she lived near the junction of Oakengates Road and Furnace Lane, Donnington, and plant daffodils at this location. Donnington Partnership is planning on creating a memorial for Liz at the Orchard, Barclay Gardens.

Elections May 2019

The local elections in May 2019 saw four new Councillors elected to the Parish Council. They were Councillors Richard Overton (Donnington West), Fiona Doran (Donnington East), Mark Stokes (Muxton) and James “Jay” Gough (The Humbers). The Parish Council would like to thank David Hayward, Rose Gregory, Victor Rainsford and Lesley Edwards for all their support to the community over the last few years as Councillors and wish them all the best for the future.

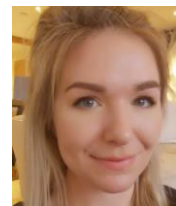
Appointments

At the Annual Council Meeting in May 2019 Councillor Phil Loughlin was elected as **Chairman of the Parish Council**. Councillor Mrs Lisa Dugmore was elected as **Vice-Chairman**.



The Parish Council agreed to employ a **Community Events and Engagement Officer** to assist in promoting this Council through social media pages, assist in organizing events and, where possible, applying for grants to subsidise costs

which otherwise would fall on the Parish Council. On 7th August 2019, the Parish Council was delighted to welcome Mrs Holly Westwood to the team.



Local Council Award Scheme



The Parish Council was delighted to announce that the National Association of Local Councils (NALC) agreed to award this Council with the Quality Level of the Local Council Award Scheme after an accreditation panel agreed, at its application meeting on Tuesday 14th January 2020, that this Council met the set criteria. It was confirmed that at the time this Council was the only Parish/Town Council in Telford to have achieved this status. With this in mind, the Parish Council would like to thank all its staff for their efforts in achieving this award.

A presentation of the Certificate was made to the Council by Dianne Dorrell (right of photo) from the Shropshire Association of Local Councils (SALC) at its Council meeting held on 9th March 2020. Receiving the Certificate is Councillor Mrs Lisa Dugmore (Vice-Chairman of the Council). The award entitles this Council to use this logo on all its correspondence and social media sites:



The Parish Council is now working hard to achieve **GOLD** Status.

Buckingham Palace Garden Party

Councillor Martyn Edwards was picked out of a draw by Shropshire Association of Local Councils and received the privilege of attending the Buckingham Palace Garden Party on 29th May 2019.



Armed Forces Covenant

The Parish Council agreed to sign up to the Armed Forces Covenant, which means it will not discriminate against, or cause disadvantage to service personnel, veterans or their families. It is now working toward the Armed Forces Covenant bronze award to demonstrate its support to the armed forces.

Staff Training

In October, the Parish Council staff underwent First Aid at Work Training which they all passed successfully. Some members enjoyed it so much that they went on to do the advanced three-day First Aid at Work course, again passing it successfully. The Parish Council would again like to say a big thank you to Heys First Aid for all the training and assistance they give within the Parish, and to their trainer Nikki Scott, for such an excellent course.



Neighbourhood Plan Regulation 15

Throughout 2019 the Parish Council has continued along the process of producing a Neighbourhood Development Plan (NP). It has now reached the Regulation 15 stage which means that it is ready to submit to the Local Planning Authority, Telford & Wrekin Council. The Borough Council will then carry out a six-week consultation on the document after which it will be sent to the Planning Inspectorate who will examine the document. When satisfied that it meets planning regulations and legislation Telford & Wrekin Council will then hold a referendum of the residents within the parish for their approval. However, Regulations linked to the Coronavirus Act 2020 that was recently passed in Parliament, has banned any referendum or elections until 6th May 2021 so Telford & Wrekin Council cannot hold the required referendum with residents regarding the NP until after this date. However, it does state that those NPs awaiting a referendum can be given significant weight in planning decision making.

Covid-19 (Coronavirus)

Due to the pandemic outbreak of the deadly Coronavirus at the beginning of 2020 and Government Regulations and advice, the Parish Council, like everyone else, had to take measures to help prevent and limit the speed of the contagion. As a result of this the Parish Council closed its office, Turreff Hall, the Liz Clare Library and the public toilets on 16th March 2020. On a positive note, the Parish Council staff had taken measures to enable them to continue working from home. It is unknown how long this will last, and Government advice will determine when these facilities will re-open.

Climate Change Partnership

The Borough Council has made a commitment to be Carbon Neutral by 2030, with the aspiration for the Borough to be carbon neutral by 2030. The Council is seeking to lead by example by reducing its own carbon emissions and using the planning and regulatory powers local government has to shape and influence action on climate change in the Borough. As a result, Donnington and Muxton Parish Council has agreed to become part of the campaign and signed up to Telford & Wrekin Council's Climate Change Partnership.

Assistant Clerk's Marriage

On 11th May 2019, the Assistant Clerk, Katie, married Thomas Eshelby in Madeley, Telford. The Parish Council would like to congratulate them both and wish Katie and Thom all the very best for the future.

EVENTS AND THE COMMUNITY

War Memorial Community Clean-up

In May 2019 members of the community came together and volunteered their time and skills to tidy up the War Memorial and surrounding area in Donnington, organised by Councillor Jay Gough. Thank you to Wyevale Garden Centre, Telford, who donated



a Cherry Tree which was planted in place of an old one which was removed several years ago.

“Donnington By-the-Sea”

In true British summertime style, Donnington By-the-Sea went ahead despite the inclement weather and was a huge success with approximately 100 members of the community supporting the event. The aim was to provide a cohesive community activity, inviting people of all ages to attend a summer fair. The theme was seaside fun, for families who may not have the means or finances to visit the coast this year.

The sandpit, with the sand being donated by the Parish Council, was in constant use and thoroughly enjoyed by the children. Parents did share that some children had never experienced playing in sand and some families did not have the means to visit the coast this year. A great activity but not so great to clear away. Punch and Judy presented 2 shows including magic tricks and balloon modelling, the Ironbridge Rotary Club brought the candy floss machine and Babes in the Hub provided the face painting. Telford and Wrekin Council provided the Giant Deck Chair, Stocks and Mermaid Selfie Boards, along with seaside craft themed activities. Donnington Community Hub and Youth Group held stalls including cakes, tombola and hook a duck, raising money for groups and future events. Two charities attended and raised over £50. Other monies were donated by Ironbridge Rotary Club and Donnington Asda.



On the Deck Chair are Clare Shirley (T&Wr Council Community Learning & Employment Co-ordinator) and Councillor Richard Overton (Manager of Donnington Community Hub).

“We Don’t Buy Crime” and SmartWater Ltd

In August 2019, the Parish Council teamed up with West Mercia Police’s “We Don’t Buy Crime” and SmartWater Ltd to provide kits to residents identified as living in a crime hot spot within the parish. The Parish Council purchased 148 SmartWater Kits with the additional help of £1,000 from Councillor Adrian Lawrence’s Borough Ward Fund. A public meeting was held at St John’s Church, Muxton on 30th October 2019 and those residents affected were invited, via a letter drop, to attend, learn about SmartWater and receive a free kit. Unfortunately, the event was not well attended so, the Community Events and Engagement Officer and Tim Williams from West Mercia Police arranged to go door to door and distribute the kits. This, again, was not as successful as hoped with residents cautious about opening their doors so Estelle Stock (West Mercia Police) is continuing to distribute them to the residents.



Prostate Cancer Awareness Event

On 28th October 2019 Donnington and Muxton Parish Council joined forces with Shropshire Prostate Cancer Support Group and invited men over the age of 50 (and men over 45 if they have a family history of Prostate Cancer) to a PSA test evening which consists of a free blood test which checks for levels of prostate specific antigen (PSA) protein. High levels of PSA in the blood can mean something is wrong – potentially

Prostate Cancer, which is the most common cancer in men, with 1 in 8 being diagnosed in their lifetime.

The evening was a great success with 360 men tested. Of these:

333 tested **Green**— there was no concern

11 tested **Amber**— directed to their doctor to discuss the issue

16 tested **Red**—high levels of PSA, advised to seek medical attention

A cheque for £1,000 was donated to the Shropshire Prostate Cancer Support Group on the night by the Telford Lions. Due to its success, the Parish Council is sponsoring another event in October 2020. The Parish Council would like to thank their Chairman Dennis Briggs and his team of volunteers and nurses who freely gave their time and for making the event such a success.



Poppies on Lamp Posts

Before Armistice Day in November last year the Parish Council erected 100 poppies on lamp posts throughout the Parish to remember those that gave their lives during the World Wars and conflicts whilst serving this Country.

Christmas Festival and Light Switch On

On Sunday 24th November 2019, the Parish Council held its Christmas Festival and Light switch on at The Parade, Donnington. There were more stalls, more activities and the Parish Council has invested in new LED Christmas lights. The event was a great success due mainly to the fact, that the Parish Council now has a dedicated Events Officer. Many commented on how good the event was and how much better the lights were. It is planned to hold a similar event on Sunday 29th November 2020.

Pensioners Christmas Dinner

In 2019, the Parish Council decided to provide a Christmas Dinner and entertainment for residents living in the parish that were 65 years of age and over. Despite a poor uptake, the Parish Council received very positive comments and, with people spreading the word and saying how good it was, it is hoped for a better turn out in December 2020. The Parish Council would like to thank Mrs Nicola Casey and her team for hosting the meal and for providing the entertainment.

ENVIRONMENT

Soldiers Bench Muxton



The Parish Councillors were delighted to see the newly installed Soldiers Bench displayed so beautifully during this year's Armistice by local residents and would like to thank those who did this. It was a truly wonderful way to honour those who gave their lives for their country.

Winchester Drive/Marshbrook Way Muxton

The Parish Council carried out hedge trimming and tree canopy raising on the tree line between its land off Marshbrook Way and the rear of the gardens of 39 to 63 Winchester Drive, Muxton. The Council would like to thank idverde for carrying out this work on behalf of the Parish Council.

Bulb Planting Marshbrook Way



Daffodils, Crocus and Poppies have been planted on land adjacent to the Soldiers bench in Muxton. It is hoped they will bring some colour all year round.



Wildflower Beds

The Parish Council has been in negotiations with Telford & Wrekin Council and idverde to have wildflower beds planted in the parish. It has been agreed to have them situated on land opposite Muxton Primary School, along the roadside of the A518 and on land off Saltwell's Drive to the rear of Thornton Park Avenue.

Trees

Trees were kindly donated by Mr Tony Adams from Muxton and were planted adjacent to No's. 2 to 16 Holland Drive and Marshbrook Way, Muxton. The Parish Council would like to thank Mr Adams for the trees and residents of Muxton who helped planted them.



Dog Illuminous Eyes



The Parish Council arranged for the "We are Watching You" illuminous eyes to remind people to pick up after their dogs. They are being moved around the parish at various locations.

HIGHWAYS

Quiet Lane, Muxton Lane

After many years of canvassing for Muxton Lane to be designated a "Quiet Lane" the Road Traffic Order has been made and signs have recently been installed. Quiet Lane is a term used where a road is designated under The Quiet Lane and Home Zones

(England) Regulations 2006. The roads, when designated, are accessible by vehicles, however, there is an emphasis on encouraging the shared use with walkers, cyclists, horse-riders and the mobility impaired and by encouraging car drivers to take more care. This means that the southern part of Muxton Lane from the junction of Granville Drive toward the Shropshire Hotel now fits this designation.

Gateway Signs

Gateway Signs have been installed along Wellington Road, Donnington and Muxton and by Granville House and Territorial House, Donnington. There is also a Gateway Sign on Station Road, The Humbers.

Speed Indicator Display Signs (SIDS)

The two Parish Council owned SIDS are now being situated around various locations within the parish encouraging drivers to adhere to the speed limits and make the area a safer place for vehicles, cyclists and pedestrians alike.

Bollards, Muxton

Following their installation on Holland Drive more bollards have been installed along Thornton Park Avenue to protect the grass verges from vehicles parking on them during school drop off and pick up times. Parking restrictions have also been installed to prevent vehicles blocking up the roads which, in turn, prevent residents accessing/leaving their homes and children crossing the roads safely.



THE LIZ CLARE LIBRARY

Donnington and Muxton Community Library is now also known as The Liz Clare Library after one of this Parish Council's longest serving Councillors who sadly recently passed away. The library continues to be a great success, and this is down to the excellent volunteers that are helping with the day to day running of it. The use of the library continued to rise until the enforced closure on 16th March 2020 due to the restrictions imposed by the Government because of the Coronavirus.

The libraries opening times are:

Monday	9am to 5pm
Tuesday	9am to 3pm
Wednesday	9am to 5pm
Thursday	9am to 3pm
Friday	9am to 1pm.

The Parish Council would like to thank the team of volunteers for their hard work and help in the daily running of the library.

STAFF AND PERSONNEL COMMITTEE



Committee Members: Chairman Mrs L Dugmore (pictured), N Dugmore, M Edwards, J Lavery, A Lawrence and R Overton.

Its membership consists of no more than six members of the Council (Vice-Chair only included). This is to ensure that any redress against decisions made by this committee will be dealt with on a non-bias basis headed by the Chair of the Parish Council. Members are selected at the Annual Council Meeting of the Parish Council.

The Committee's objective is to ensure that any issues relating to the staff and personnel of this Parish Council are dealt with fairly and legally. The Staff and Personnel Committee met once during 2019/2020 to select which candidates were to be interviewed for the post of Community Engagement and Events Officer for this Parish Council. The decisions made regarding the above can be found in the minutes from this meeting at the Parish Council office or on the Parish Council's website www.donningtonmuxtonpc.org

PLANNING COMMITTEE



Committee Members: Chairman J Lavery (Pictured), Miss F Doran, M Edwards, J Gough, and M Stokes. Ex-officio members P Loughlin and Mrs L Dugmore.

The Parish Council is a statutory consultee on planning applications. This means that it has the right and responsibility to give an opinion on all applications made to the Borough of Telford and Wrekin (the Local Planning Authority) that occur within its parish boundaries.

The Planning Committee met eight times during the year 1st April 2019 and 31st March 2020. Between these dates the Council received a total of 39 planning applications for discussion and comments. These were made up as follows:

Donnington 18 applications (up 1 from last year), Muxton 19 applications (up 4 from last year) and 2 other applications, consisting of one whose address is Lilleshall but which falls into this Parish Council and one for 455 dwellings on land adjacent with Red Hill and the A5.

The Parish Council was in consultation with Central and County Developments Ltd with regard to a proposed development of 45 dwellings adjacent to 23 Wellington Road, Muxton. It highlighted issues surrounding the volume of traffic at the junction of Wellington Road with School Road which the developers are now considering.

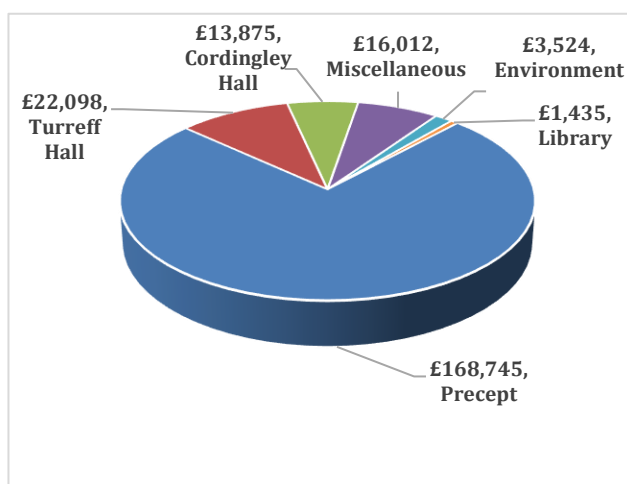
The Planning Committee is also the steering group for this Parish Council's Neighbourhood Development Plan which, it is pleased to announce, is at the Regulation 15 stage and ready for submission to Telford & Wrekin Council. The Borough Council will then carry out a six-week consultation on the document after which it will be sent to the Planning Inspectorate who will examine the document. When satisfied that it

meets planning regulations and legislation Telford & Wrekin Council will then hold a referendum of the residents within the parish for their approval. However, Regulations linked to the Coronavirus Act 2020 that was recently passed in Parliament, has banned any referendum or elections until 6th May 2021 so Telford & Wrekin Council cannot hold the required referendum with residents regarding the NP until after this date. This Council's decisions regarding all applications can be found on its website www.donningtonmuxtonpc.org.

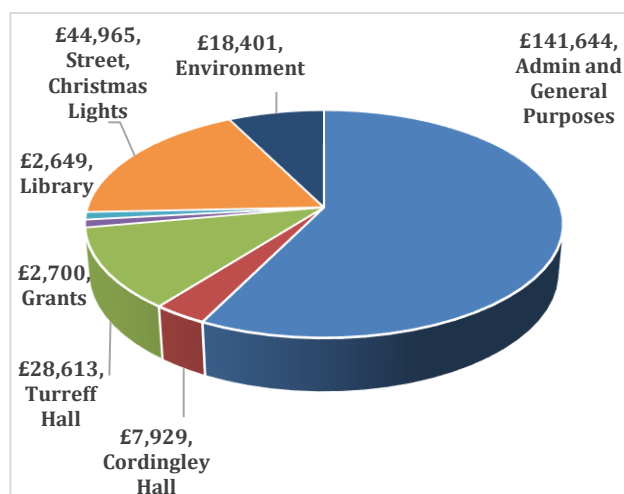
FINANCE

The Council's precept for 2019/2020 was set at £168,745. This maintains a cost of £44.71, per annum on Band D equivalent houses within the Parish as part of the Council Tax for the sixth year running. This figure was set according to the number of Band "D" equivalent properties in the parish which was given at 3,774.2.

Income 2019/2020



Expenditure 2019/2020



Grants totaling £2,700 were awarded to 9 groups and organisations that benefit the inhabitants within the Parish and Telford & Wrekin.

The Parish Council received its Annual Return for the year ended 2019 back from its new Auditors, PKF Littlejohn LLP based at Canary Wharf, London which, once again, has been successfully signed off.

The Parish Council also received grants from various sources, mainly from the Borough Councillors Ward Fund, making a total of £6,000 received.

Parish Council Assets

The assets held by the Parish Council are as follows:

<u>Fixed Assets</u>	<u>Estimated Value (£) as at March 2020</u>
Turreff Hall	450,159.05
Cordingley Hall	763,684.97
Street Furniture: (14 x Bus Shelters, 15 x Benches, 446 x Street Lights).	32,211.36

The Parish Council also has £31,670.26 of equipment with which to carry out its duties.

Land

Land opposite Muxton Primary School, Marshbrook Way, Muxton

Brands Meadow Play area and woods, Muxton

Land from Muxton Primary School on Marshbrook Way to the junction of Winchester Drive, Muxton.

Land off Saltwell's Drive to the rear of Thornton Park Avenue.

Land for allotments at Donnington Recreation Ground.

WEBSITE AND SOCIAL MEDIA

This year the Parish Council website received an upgrade and modernisation. It continues to be a great success with the Events Officer constantly updating and refreshing all the news and information on it. All Agendas and Minutes of meetings are published together with a list of Councillors, activities for young and old and links into the history of Donnington and Muxton. The Council's [Facebook](#) is also publishing more information especially helpful tips and hints of what to do during the Coronavirus lockdown as well as keeping residents informed of what is happening in and around the parish as is the Parish Council's [Twitter](#) Account (DonningtonMuxt1). The Parish Council now also has an [Instagram](#) account where updates are also provided of Council activities so you can follow this Council via any, or all, of these forms of Social Media.

PARISH COUNCILLORS

Donnington West Ward



Jim Lavery



Clive Mason



Richard Overton



John Thompson

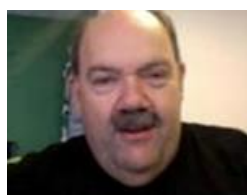
An election was due to be held on 2nd April 2020 due to a vacancy for the above Ward occurring as a result of the passing of Councillor Mrs Liz Clare. Due to the Coronavirus Act 2020 the election will now not be held until May 2021.

Donnington East Ward



Miss Fiona Doran

The Humbers Ward



Martyn Edwards



Jay Gough

Muxton Ward



Mrs Lisa Dugmore



Nigel Dugmore



Adrian Lawrence



Phil Loughlin



Mark Stokes

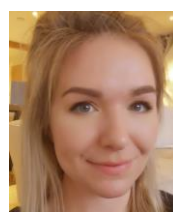
PARISH PERSONNEL



Ralph Morgan
Parish Council Clerk



Mrs Katie Eshelby
Assistant Clerk



Mrs Holly Westwood
Community Events and
Engagement Officer



Mrs Helen Whitehouse
Caretaker

PARISH OFFICE OPENING TIMES

Monday to Thursday 9.00am – 3.00pm

Friday 9.00am – 1.00pm

The Parish Council Office is closed on weekends.