

Lilleshall, Donnington & Muxton Parish Council

**Minutes of a Full Council Meeting held at
Muxton Primary School on 7th February 2011 at 7.00pm**

Present:

Councillors: C Mason (Chairman), A Baker, Mrs V Brown, Mrs E A Clare, B Green, Mrs P A Green, Mrs R Gregory, J Hockin, J Lavery, G Platt, K Watkins.

Also Present: R Morgan (Parish Clerk), Mr D Griffiths (Student), Councillor N Dugmore (Telford & Wrekin Council) and Councillor N Dunbar (Hollinswood and Randlay Parish Council).

1. **Apologies:** Councillors Mrs P A Green, Mrs B Mason and P Norton.
Resolved – that the apologies are accepted.

2. **Declaration of Interest:** As per Register.

3. **Public Session**

Councillor N Dugmore asked if the Parish Council would review Telford & Wrekin Council's policy with regard to grit bins and ascertain if the bins in Donnington still fit the criteria. If they did not, then would it be possible to redistribute those to other areas of the Parish Council such as Muxton.

Councillors were of the opinion that it is Telford & Wrekin Council's responsibility to review its policy and that Muxton, unfortunately, did not satisfy any of the current criteria.

The Chairman suggested that as Councillor Dugmore is a Borough Councillor that he raises the issue at a Borough Council meeting.

Councillor Dugmore then asked if the Parish Council had considered holding an event to celebrate the forthcoming Royal Wedding.

The Chairman informed him that it had not but would discuss the matter with the Clerk later this week.

The Chairman thanked Councillor Dugmore for his questions.

4. **Minutes**

Councillors were requested to confirm the following:

a. Minutes of the Planning Committee held on 10th January 2011.

Resolved – that they be confirmed and signed as a true record.

b. Minutes of the full Council meeting held on 10th January 2011.

Resolved – that they be confirmed and signed as a true record.

5. **Matters Arising for Information**

Councillors were informed that the company developing the site at Church Walk, Donnington had gone into liquidation so the project was currently on hold and that bore holes had been drilled at the King's Club site, St Matthew's Road, Donnington to establish if there are any mine shafts prior to a planning application being submitted for development of the site.

6. Expenditure Transactions

Each Councillor received a copy of the expenditure transactions for December 2010. A query was raised as to the cost of the Donnington Partnership buffet and it was suggested that perhaps, in future, a smaller buffet could be provided at a cheaper price.

Resolved – that the expenditure transactions for December 2010 are confirmed and signed as a true record.

7. Bank Reconciliations

Each Councillor received a copy of the Bank reconciliation as at 31st December 2010.

Resolved - that the Bank reconciliation as at 31st December 2010 is confirmed and signed as a true record.

8. Financial Budget Comparison

Each Councillor received a copy of the financial budget comparisons as at 31st December 2010.

Resolved – that they are confirmed as a true record.

9. Change of Date of Meetings

Due to the local authority and Parish/Town Council elections now being held on 5th May 2011 Councillors were asked to authorise the change of date of the Annual Parish and Annual General Meetings to 23rd May 2011. This is to enable the Clerk to send agendas within the legal timeframe to elected members.

Resolved – that the Annual Parish and Annual General Meetings are moved to 23rd May 2011.

10. Grants

Councillors discussed the way in which grants are awarded by this Parish Council to external groups/organisations. Due to the reduction of the grants budget for 2011/2012 Councillors were of the opinion that applications should be scrutinised more closely and that if the correct documents are not included with the application form then perhaps grants should not be awarded. Wording to the effect of “or it will not be considered” should also be added to the application form. Consideration was also given as to whether or not the Council should have two meetings a year to discuss grant applications or just one. It was suggested that a further discussion regarding this matter should be held at the full Council meeting in June 2011.

Resolved – that:

- The Clerk is to include grants on the agenda of the June full Council meeting to allow for further debate and consider having Pensioners Vouchers as a separate budget heading.
- The Clerk amends the current grant application form to include “or it will not be considered”.

11. Allotments

The Clerk informed Councillors that:

- The sale agreement had been signed for the exchange of land at Lilleshall and a conditional grant has been awarded to the Parish Council of £10,000 from the National Lottery “Awards for All” for required works. The Clerk stated that he would be contacting a local farmer to start work preparing the ground and when the grant has been received then quotes received from contractors for parking and access would be discussed by Council.

- He should be signing the lease agreement this week for the Donnington site and a grant of £20,000 has conditionally been awarded from the Fair Share Trust for the required work at the allotments. A Planning Application will be submitted shortly to Telford & Wrekin Council for the change of use to allotments. Once the funding has been received and planning permission given then quotes from contractors for preparation of the land and erection of security fencing will be discussed by Council.

12. Dissemination of short notice information to members of the public within the Parish Council Wards.

As discussed at the previous Council meeting Councillors were asked to consider the Parish Council having its own Facebook page as does Telford & Wrekin Council. Members of the public will then be able to see what is happening within the parish council and provide requests/comments via this media.

Resolved – not to have a Facebook site and that the Clerk continues to publish any information he receives on the Parish Council’s website.

13. Garden Competition

Councillors were requested to consider the continuation of the Parish Council Garden Competition due to the low number of entrants.

Resolved – that due to the low number of entrants the Parish Council’s garden competition will be cancelled until further notice. The money already budgeted for this is to be split 50/50 between the allotment sites for any work required.

14. Survey of Parish and Town Councils

Councillors were asked to consider whether or not the Survey of Parish and Town Councils should be completed by Councillors, the Parish Council or to give delegated authority to the Clerk.

Resolved – that all Councillors and the Clerk complete and return the survey to Telford & Wrekin Council.

15. Bus Users Meeting

Councillors were informed that the re-arranged bus users meeting will now be held at Wrockwardine Wood and Trench Parish Council Office on Monday 21st February 2011 at 7.30pm.

16. Hire of Turreff Hall

The Clerk informed Councillors of an outstanding debt for the hire of Turreff Hall and that it was in the process of being collected. The use of the Hall had been withdrawn for the organisation concerned.

17. Correspondence

The Chairman informed Councillors that the following correspondence has been received at the Parish Council Office:

a. Shrewsbury and Telford NHS Trust “Keeping it in the County”

To inform Councillors of consultation evenings throughout February regarding the future of hospital services.

b. Amethyst Valentines Ball

Councillors Ian and Mrs Veronica Fletcher (Mayor and Mayoress Borough of Telford & Wrekin) invite Councillors to attend a Valentines Ball on Friday 18th February 2011 at The Best Western Valley Hotel.

18. Date of Next Meeting

The Chairman informed Councillors that the next meeting will be a Planning Committee meeting to be held on Monday 14th February 2011 at Turreff Hall, Donnington commencing at 7pm and the next full Council meeting will be held at Turreff Hall on Monday 7th March 2011 also commencing at 7pm.

The meeting closed at 2020hrs.

Signed:

Date: