

To All Members of this Parish Council

16th May 2011

Dear Councillor,

You are **summonsed** to attend the **Annual General Meeting** of Lilleshall, Donnington & Muxton Parish Council which will commence **immediately after** the Annual Parish Meeting which is scheduled for 7pm **on Monday 23rd May 2011**, in **Turreff Hall, Donnington**.

To transact the following items of business:

AGENDA

1. Chair of the Council:

- a) To elect a Chair of the Council for 2011/2012
- b) The Chair to sign the Declaration of Acceptance of Office.

2. Vice-Chair of the Council:

- a) To elect a Vice-Chairperson of the Council for 2011/2012.

3. Apologies

To accept the apologies of those unable to attend.

4. Declaration of Interest

To declare a personal or pecuniary interest in any item on the agenda.

5. External Organisations

To appoint Councillors as representatives of the Parish Council on the following external organisations:

Wrekin Area Committee (WAC)

Shropshire Playing Fields Association Executive Committee

Lilleshall Memorial Hall

Wrekin and District Sports Advisory Council

Bus Users Group – Rural

Urban

Donnington Partnership - 1 plus reserve

Granville Country Park Steering Group

Snow Liaison Officers: Donnington

Muxton

Lilleshall

Newport Regeneration Partnership

Police and Community Consultative Group (PCCG)

Community Emergency Co-ordinator

6. Appointment of Committees

To discuss delegating powers to committees required by the Parish Council and appoint Councillors to those committees (The Chairperson and Vice-Chairperson are ex- officio members of all Committees except Staff and Personnel in which only the Vice-Chair is a member):

- a. Planning Committee
- b. Staff and Personnel Committee

7. Affiliation/Subscription Fees

To consider payment of affiliation fees to the Association of Local Councils (ALC) to the cost of £1,655.32.

8. Telford & Wrekin Sports Forum

To consider renewing membership to the Telford & Wrekin Sports Forum at a cost of £10 per annum.

9. Shrewsbury and Newport Canal Trust

To consider renewal of membership to the Shrewsbury and Newport Canal Trust at £20 per annum.

10. Meetings 2011/2012

To confirm the proposed timetable for full Council meetings for 2011/2012.

11. Minutes

To confirm the following Minutes of the meetings of the Council:

- a. Planning Committee of 4th April 2011
- b. Full Council of 4th April 2011

12. Matters Arising from Minutes

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

13. Expenditure Transactions

To receive and accept the Expenditure Transactions for:

- a. March 2011.
- b. April 2011

14. Bank Reconciliation

To receive and accept the Bank Reconciliation as at:

- a. 31st March 2011
- b. 30th April 2011

15. Signatories for Bank Accounts

To discuss and confirm the appointment of signatories for the Co-operative Bank and the Halifax Bank of Scotland Accounts.

16. Payments by Direct Debits

To ratify the continuation of paying the attached list of service providers by Direct Debit.

17. Payments by Personal Credit Card

To authorise the Clerk to continue using his personal Credit Card for purchases for the Parish Council that can only be obtained by no other means and to reimburse the Clerk as soon as possible. This includes the annual payment to Symantec Internet Security.

18. Association of Local Councils (ALC) Training Events

To consider the training events offered by ALC to Councillors which will take place at Turreff Hall, Donnington if so required.

19. Bench Wrekin Drive, Donnington

To consider a request to remove the bench outside the Ambulance Station on Wrekin Drive as the dwelling opposite has been burgled four times since the bench has been installed and it is felt that this has been a contributing factor as people can easily sit here and watch the house. CSO J Bowen has also suggested that this could be a contributing factor.

20. Sex Establishment Policy Consultation

Telford and Wrekin Council is consulting on the draft Sex Establishment Policy issued under the Local Government (Miscellaneous Provisions Act 1982) (as amended by section 27 of the Policing and Crime Act 2009). The consultation commences on Friday 6th May 2011. You are invited to submit any comments you have in relation to the policy **by 5:00pm on Friday 29th July 2011.**

21. Annual Report 2010/2011

To receive the Annual Report for this Parish Council for the year 2010/2011.

22. Date of next meeting

To inform Councillors that the next meeting will be a Planning Committee meeting on Monday 6th June 2011 commencing at 7pm and the next full Council meeting will be on Monday 27th June 2011 commencing at 7pm providing item 10 is approved. This will include the approval of the Annual Return and Accounts. Both meetings will be held at Turreff Hall, Donnington.

Yours sincerely,

Ralph Morgan
Clerk to the Parish Council

Could anyone wishing to attend who has a disability please inform the Clerk if any special requirements are needed.