

## Lilleshall, Donnington and Muxton Parish Council

### Minutes of a Full Council Meeting held at Turreff Hall on 7<sup>th</sup> November 2011 at 7.00pm

#### Present:

Councillors: Mrs P A Green (Chairman), A Baker, Mrs C A Baker, M Bolam, Mrs V Brown, Mrs E A Clare, Mrs L M Dugmore, N Dugmore, B Green, J Haigh, J Lavery, C Mason, Mrs E P Millard.

Also Present: R Morgan (Parish Clerk), S Cooper (Donnington Wood Bowling Club), Mrs R Gregory, Linda Hawkins, Mrs J Jones, P Hawkins.

1. **Apologies:** P Norton.  
**Resolved** – that the apology is accepted.
2. **Declaration of Interest:** As per Register. Also Councillor J Haigh (Item 16d) and J Lavery (Item 14).

3. **Public Session**

Mr S Cooper stated that he was not happy with the new access gate to the allotments off the car park next to the Bowling Club and wished to know who had given permission to remove the fence and install a gate. Mr Cooper requested that the fence panel is replaced. The Chair asked Mr Cooper to leave his contact details and that the Clerk would arrange a meeting with him to discuss the matter further.

Mrs Hawkins wished to know who had cut the hole in the hedge opposite her property as it had recently doubled in size. She also requested that it is replaced or some form of fencing erected. The Chair stated that the Clerk would investigate the matter. Mrs Hawkins also asked why the Donnington bonfire always took place a week after the weekend closest to 5<sup>th</sup> November. Councillors explained that it was to avoid any clash with other organised bonfires and that the Fair was only available at Donnington for this weekend.

Mr P Hawkins asked why his previous request to place the budgets on the website had not yet occurred. The Clerk stated that the Parish Office was unusually busy for this time of year and that it was still in the process of organising the information required.

Mrs Jones asked when a decision would be made regarding the planning application for the development at the site of the Bell Inn. Councillors Mrs E A Clare and C Mason stated that they would investigate the matter with Telford & Wrekin Council.

Mr Hawkins asked if the Council would consider relocating the Christmas lights at the Red House roundabout into Lilleshall village itself as he deemed it a distraction to drivers. It was stated that the Council would review all locations in the New Year

The Chair thanked those present for their questions and comments.

4. **Minutes**

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

- a. Planning Committee Meeting of 26<sup>th</sup> September 2011.

**Resolved** – that they be confirmed and signed as a true record. 297

- b. Parish Council Meeting of 3<sup>rd</sup> October 2011.  
**Resolved** – that they be confirmed and signed as a true record.
- c. Planning Committee Meeting of 17<sup>th</sup> October 2011.  
**Resolved** – that they be confirmed and signed as a true record.

**5. Matters Arising for Information**

Councillors requested an update on the following:

- Outsourcing the Estate Managers tasks.  
Councillor N Dugmore requested a copy of the Estate Managers Job Description. Councillors stated that this matter should be referred to the Staff and Personnel Committee when the information has been obtained.
- Budgets on the website.  
The Clerk would produce a proposed document for the website to be agreed at the next full Council meeting.
- Office opening times.  
Councillors wished to discuss the availability of the Clerk to members of the public and requested that this is placed on the agenda for January's meeting.
- Bus shelter at the junction of School Road and Coronation Drive.  
Councillor C Mason stated that he would arrange a meeting with Councillor J Lavery and the Telford & Wrekin Council Officer responsible to examine the options available.
- Project Development Worker.  
Councillor N Dugmore asked if the Clerk had investigated if there would be any extra residual costs to the Parish Council such as pension contributions. The Clerk stated that a revised bid had been submitted to the Fair Share Trust to cover any extra costs. Councillor Dugmore requested a copy of the revised bid.
- Snow Liaison Officers.  
Councillor N Dugmore informed Councillors that the snow liaison officers had met as previously suggested to discuss their roles.

**6. Expenditure Transactions**

Each Councillor received a copy of the expenditure transactions for September 2011.

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

**7. Bank Reconciliations**

Each Councillor received a copy of the Bank reconciliation as at 30<sup>th</sup> September 2011.

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

**8. Financial Budget Comparison**

Each Councillor received a copy of the financial budget comparisons as at 30<sup>th</sup> September 2011.

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

- 9. Finance Committee**  
Councillors considered a request to set up a Finance Committee to oversee the budget setting and all financial matters of this Parish Council. The Clerk was asked to obtain Terms of Reference for such a Committee from other Parish Councils and place this as an agenda item for discussion at the next Council meeting.
- 10. Lilleshall Tennis Courts**  
Councillors considered the owners response with regard to the reduction in height of the Sycamore trees at the Lilleshall Tennis Courts. Due to the cost of cleaning the tennis courts not being as expensive as first thought Councillors considered the option of not reducing the trees but to clean the tennis courts once or twice a year to remove the sap dropped by the sycamore trees from the courts.  
**Resolved** – not to reduce the sycamore trees but to schedule annual cleaning of the tennis courts into the Estate Managers rota.
- 11. Newport Regeneration Partnership**  
Councillors considered a request from Newport Town Council to help provide some financial assistance to the Newport Regeneration Partnership.  
**Resolved** – not to contribute any financial assistance to the Newport Regeneration Partnership and write requesting that this Parish Councils representative is removed from this organisation.
- 12. The 2013 Review of Parliamentary constituencies in England**  
Councillors were asked to consider the proposals for new Parliamentary constituencies as part of the consultation process issued by the Boundary Commission for England. After much discussion two proposals were received. They were:  
a. To accept the Boundary Commissions Proposal  
b. To recommend the creation of a Telford Urban constituency to include the existing Telford constituency and include Donnington, Hadley and Leegomery and a Wrekin Rural constituency to include the market towns such as Wellington, Newport and Bridgnorth.  
**Resolved** - To recommend the creation of a Telford Urban constituency to include the existing Telford constituency and include Donnington, Hadley and Leegomery and a Wrekin Rural constituency to include the market towns such as Wellington, Newport and Bridgnorth.
- 13. Queen’s Diamond Jubilee**  
Councillors considered how the Parish Council could contribute to the forthcoming celebrations for the Queen’s Diamond Jubilee in June 2012. It was stated that individual organisations in all three Parish Council Wards would be creating their own events to celebrate this. After further discussion it was:  
**Resolved** – that the Parish Council will not organise its own specific event for the Queen’s Diamond jubilee.
- 14. Donnington Infants School**  
Councillor C Mason stated that he had discussed the most effective ways of traffic calming at Donnington Infants School with the Highways Officer from Telford & Wrekin Council. It had been suggested that a formal request from this Parish Council be made regarding this matter.

**Resolved** – that the Clerk writes to Telford & Wrekin Council requesting that a 20mph speed limit is established along Baldwin Webb Avenue and that this be the start of initiating this speed restriction on all urban roads in Telford.

**15. Code of Conduct Training**

Councillors considered an option of having an Officer from Telford & Wrekin Council attend a Parish Council meeting to provide training for Councillors on the Code of Conduct.

**Resolved** – to invite an officer from Telford & Wrekin Council to a Parish Council meeting to provide training on the Code of Conduct and invite neighboring Parish Councillors to the training seminar.

**16. Planning Applications**

To consider the following Planning Applications:

a. TWC/2011/0863

Mr Robert Walker, 48 Jubilee Avenue, Donnington, Telford, Shropshire  
Removal of existing hedge and the erection of 2.2m high wall with security gate.

**Resolved** – to object to this application on the grounds that the proposed wall is too high.

b. TWC/2011/0879

Mr Tom Newey, Greenfields Farm Shop, Station Road, Donnington, Telford, Shropshire  
Erection of a replacement farm shop, the laying of a car park, extension to the service yard, erection of a 2.4m high fence and landscaping of the site.

**Resolved** – to have no objection to this application.

**Resolved** – to suspend Standing Order 1z so that the duration of the meeting can continue past 2 hours.

c. TWC/2011/0885

Mr Garry Taylor, Phile Dene, St Georges Road, Donnington, Telford, Shropshire  
Erection of a single storey side extension and installation of two dormer windows.

**Resolved** – that the Parish Council is concerned with the loss of amenities of the neighbour i.e. sunlight/daylight.

d. TWC/2011/0890

Ruth Rawson, 7 Woodpsring Grove, Muxton, Telford, Shropshire  
Erection of a 2no. storey side extension.

**Resolved** – that there is no objection to this application.

e. TWC/2011/0897

Mr Harry Poulson, Bryn Du, Wellington Road, Muxton, Telford, Shropshire  
Replacement of a 2.1-2.3m front boundary hedge with a 2m high close boarded fence and open entrance (Retrospective).

**Resolved** – to object to this application as the fence is detrimental to the street scene and appearance of the area.

- f. TWC/2011/0902  
Graham Nield, 25 Celandine Way, Donnington Wood, Telford, Shropshire  
Erection of a single storey extension above existing garage.  
**Resolved** – to have no objection to this application.

**17. Correspondence**

The Chair informed those present that the following correspondence has been received:

- a. Operation Christmas Child

**18. Date of Next Meeting**

The Chair informed Councillors that the date of the next meetings will be a Planning Committee meeting commencing at 6.15pm and a Council meeting to discuss grant applications commencing at 7pm on 14<sup>th</sup> November 2011 to be held at Turreff Hall.

The meeting closed at 2125hrs.

Signed:

Date: