



Lilleshall & Donnington Parish Council

Minutes of the Annual General Meeting held at Turreff Hall on 14th May 2007 at 7.30pm

Present: Councillors: A Baker, Mrs V Brown, Mrs E A Clare, M Edwards, B Green, Mrs P A Green, Mrs R Gregory, J Hockin, J Lavery, Mrs B Mason, Ms C Mason, C Mason, P Norton, G Platt, K Watkins.

Also Present: Fiona Moore (Neighbourhood Co-ordinator), D Thompson, K Buttress Miss E Edwards, Mr Fairclough and Mrs Pat Fairclough (Accreditation Panel for Shropshire).

Quality Parish Council

Mrs Fairclough presented the Parish Council with its certificate for "Quality Parish" Status. She gave apologies for Madge Shineton who was unable to attend the presentation and highlighted the work that had been undertaken in achieving this award. Councillor Baker requested that a vote of thanks goes to the Clerk and staff for the work carried out in achieving this award.

1. Chair of Council

Nominations were requested for Chair of this Parish Council for the forthcoming year 14th May 2007 to May 2008. Councillor Ms C Mason was nominated by Councillor K Watkins and seconded by Councillor Mrs E A Clare. No other nominations were received.

Resolved - that the Chair for 2007 to 2008 be Councillor Ms C Mason.
Councillor Ms C Mason then signed the Declaration of Office.

2. Vice-Chair of Council

Nominations were requested for Vice-Chair of this Parish Council for the forthcoming year 14th May 2007 to May 2008. Councillor B Green was nominated by Councillor Mrs E A Clare seconded by Councillor R Gregory. No other nominations were received.

Resolved - that the Vice-Chair for 2007 to 2008 be Councillor B Green.

3. Welcome New Councillors

The Chair welcomed all Councillors elected to the Parish Council resulting from this year's elections.

4. Apologies: None.

5. Declaration of Interest: As per Register.

6. Minutes

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



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- i. Full Council of 12th March 2007
Resolved - that they be confirmed and signed as a true record. 97
- ii. Halls and Environment Committee of 26th March 2007
Resolved - that they be confirmed and signed as a true record.
- iii. Staff and Personnel Committee of 12th April 2007
Resolved - that they be confirmed and signed as a true record.
- iv. Planning Committee of 23rd April 2007
Resolved - that they be confirmed and signed as a true record.
- v. Finance Committee of 23rd April 2007
Resolved - that they be confirmed and signed as a true record.

7. Expenditure Transactions

Expenditure Transactions as at 31st March 2007

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

8. Bank Reconciliation

Bank Reconciliation as at 31st March 2007.

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

9. Budget Comparisons

The Councillors received the budget comparisons as at 1st April 2007.

10. Appointment of Committees

Finance

Cllrs. A Baker, Mrs V Brown, Mrs E A Clare, Mrs R Gregory, M Edwards,
Mrs B Mason, C Mason, P Norton.

Halls and Environment

Cllrs. A Baker, Mrs V Brown, Mrs P A Green, Mrs R Gregory, J Hockin,
P Norton, G Platt, K Watkins.

Planning

Cllrs. A Baker, M Edwards, Mrs P A Green, Mrs R Gregory, J Hockin, J
Lavery, P Norton, K Watkins.

Staff and Personnel

Cllrs. Mrs V Brown, Mrs P A Green, Mrs R Gregory, P Norton, G Platt,
K Watkins.

Assets

Cllrs. Mrs V Brown, Mrs P A Green, Mrs R Gregory, J Lavery, P Norton,
K Watkins.



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Tree Management

Cllrs. A Baker, Mrs P A Green, Mrs R Gregory, P Norton, G Platt, K Watkins.

The Chair and Vice-Chair are ex-officio members of all Committees except Staff and Personnel. The Chair will not be an ex-officio member of this Committee.

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Resolved - that under LGA 1972 s101 the above Committees be arranged for the discharge of functions on behalf of the Parish Council and that the above Councillors be elected onto these Committees.

11. Appointment of representatives to outside bodies

- a. Wrekin Area Committee – Councillor K Watkins
- b. Telford and Shropshire Marketing Partnership – Councillors B Green, G Platt.
- c. Playing Fields Executive Committee – Councillor J Lavery.
- d. Lilleshall Memorial Hall – Councillors A Baker, C Mason and G Platt.
- e. Wrekin and District Sports Advisory Council – Councillor P Norton
- f. Bus User Group Telford Area – Councillor C Mason
- g. Bus Users Group Rural Area – Councillors P Norton, J Hockin.
- h. Donnington Partnership – Councillor Ms C Mason (Reserve Councillor P Norton)
- i. Lifelong Learning Centre (Management Board) – Councillor Ms C Mason (Reserve Councillor Mrs V Brown)
- j. Snow Liaison Officers
Donnington – Councillor Mrs V Brown
Lilleshall – Councillor G Platt
Muxton – Councillor Mrs R Gregory
- k. Police and Community Consultative Group (PCCG) – Councillors A Baker, B Green, C Mason, Ms C Mason.
- l. Newport Regeneration Committee – Councillor P Norton.

Resolved - that the above Councillors represent the Parish Council on these outside bodies.

The Clerk was asked to write to the external organisations informing them of the Parish Council's new representatives on their groups.

12. Meetings 2007/2008

The Councillors received a draft copy of dates proposed for forthcoming meetings for 2007/2008.

Resolved – that the proposed timetable for the forthcoming meetings for 2007/2008 is accepted.



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13. Signatories for Bank Accounts

Resolved – that the Signatories for the Parish Council Bank Account remain as Councillors Mrs E A Clare, Mrs P A Green, Mrs R Gregory and C Mason and the signatories for the Parish Council Building Society account will be amended to: Councillors Mrs E A Clare, Mrs P A Green, C Mason and P Norton.

14. Insurance Renewal

The Clerk informed the Council that its Insurance Policy was due to be renewed on 1st June 2007 at a cost of £9,219. **Resolved** – that the Clerk renews the Policy with Allianz Cornhill at a cost of £9,219.

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15. SALC Membership Renewal and appointment of representatives

Resolved – that under section 111 of the Local Government Act 1972 the Parish Council is to renew its membership to SALC at a cost of £1,256.95 with the representative for the Parish Council being Councillor K Watkins.

16. Code of Conduct

Resolved – that due to the importance of the adoption of the Code of Conduct 2007 and the possible inclusion of paragraph 12 (2), that this is deferred to the next full Council meeting to allow for further consultation and discussion. The Clerk is to invite a representative from Telford and Wrekin Council legal department to attend the meeting and to consult with other Parish Council's within Telford regarding this matter.

17. Smokefree Policy

Each Councillor had received a copy of the proposed Smokefree Policy for this Parish Council.

- a. **Resolved** – that the Parish Council adopts the Parish Council Smokefree Policy.

18. External Auditors

Councillors were informed that if Winross Hacker Young, the External Auditors for the Parish Council, act for them in a personal capacity then they are required to notify them so that alternative arrangements may be made regarding the audit of the Parish Council's accounts.

19. Rights of Way Partnership

The Councillors discussed the possibility of creating a partnership with other Parish Councils in the North of Telford to liaise with the Borough Council in regard to the provision and maintenance of Rights of Way in this area. This is due to the apparent success of the South Telford Rights of Way Partnership



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(STROWP) in getting the Council to carry out maintenance of the Rights of Way in their area.

Resolved – that the Clerk contacts the Parish Councils situated in the North of Telford to gauge their opinion regarding this matter and report back when this information has been obtained.

20. Binding of Minutes

The Councillors discussed whether or not to bind the full Council Minutes separately to that of the Minutes from the Committee Meetings. Councillor Hockin suggested that the Minutes should now start to be kept in a digital format in keeping with the technology available today.

Resolved – that the Clerk gets the current Minutes bound together and save the forthcoming signed Minutes in digital format.

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21. Operation “Clean Sweep”

The Chair informed the Council that Operation “Clean Sweep” was to commence on the week beginning 2nd July 07. This is a joint operation between all local authorities occurring in and around Donnington the aim of which is to ensure that there is a safer, cleaner and stronger community within this area. Councillors are invited to volunteer their time in helping achieve this.

22. Annual Report 2006/2007

Each Councillor received a copy of the Annual Report for 2006/2007.

23. Correspondence

The Chair informed the Council that the following correspondence had been received:

a. Clocktower Roundabout, Donnington.

As a result of concerns expressed by the Parish Council regarding the safety of children and other members of the public crossing the road at this location Telford and Wrekin Council has, through a Planning Agreement with the developer at Station Road, anticipated that provision will be made for:

- a. A footpath/cycleway along Station Road,
- b. A Controlled Crossing on the south-western side of the Clocktower Roundabout
- c. Additional footpaths linking existing facilities on Donnington Wood Way.

b. SALC – New Councillor Training Workshop



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Councillors were informed that SALC is providing training workshops for new Councillors. Any Councillor interested in attending should give their names to the Clerk.

c. Rural Transport User Group / Local Accessibility Partnership

The Chair informed the Council that the aforementioned meeting will be held at Harper Adams University College on 17th May. Councillors on the Transport User Groups are invited to attend.

d. Returns and Declarations of Election Expenses.

Each Councillor was reminded that they have until 1st June to submit their Returns and Declarations of Election Expenses irrespective of whether the election ran to a contest or was uncontested. The forms have to be returned even if they are “nil” returns. The Clerk was asked to write to the Returning Officer informing him that the Councillors found it unacceptable that they were expected to wait until 6am for election results.

The meeting closed at 2020hrs.

Signed:

Date: