

Lilleshall and Donnington Parish Council

Minutes of a Full Council Meeting held at Turreff Hall on 10th November 2008 at 7.00pm

Present:

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

Also Present:

R Morgan (Parish Clerk), Miss S Cope (Shropshire Star), K Buttress, CSO L Hartshorne (West Mercia Police), D Ottley (Telford and Wrekin Council), D Owen (Telford and Wrekin Council), Mrs L Trotman (St John's Church).

Prior to the start of the meeting the Clerk informed those present of the fire evacuation procedures should such an incident occur.

1. **Apologies:** Councillors M Edwards, Mrs P A Green, K Watkins.
Resolved – that the apologies are accepted.

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

3. **Public Session**

The Chair invited questions from the members of public present.

K Buttress asked if the footpath running across the piece of land situated between the southern side of Saltwell's Drive and northern side near to St John's Church could be reinstated as many people use this route and it can get very muddy especially at this time of year.

The Chair thanked Mr Buttress for bringing this to the attention of the Parish Council and asked the Clerk to investigate this matter.

4. **Minutes**

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

- a. Full Council of 6th October 2008.
Resolved – that they be confirmed and signed as a true record.
- b. Staff and Personnel Committee of 3rd November 2008.
Resolved – that they be confirmed and signed as a true record.
- c. Planning Committee of 3rd November 2008.
Resolved – that they be confirmed and signed as a true record.

5. **Matters Arising for Information**

When asked, the Clerk informed Members that there had been no response from Telford and Wrekin Council regarding the roads and footpaths to date and that the trees for the roundabouts had been purchased and should be installed within the next couple of days.

6. Expenditure Transactions

Each Councillor received a copy of the expenditure transactions for September 2008.

Resolved – that the expenditure transactions for September 2008 are accepted as a true record.

7. Bank Reconciliations

Each Councillor received a copy of the Bank reconciliation as at 30th September 2008.

Resolved – that the bank reconciliation as at 30th September 2008 is accepted as a true record.

8. Sports Facilities

The Chairman invited D Ottley and D Owen to speak to the Council regarding the proposed new sports/play facilities at the Muxton Play Area adjacent to St John's Church, Saltwell's Drive. D Owen provided a background as to how this proposal had arisen, explaining that discussions had been held with Muxton Parish Councillors, local residents and police and that money to purchase the play facilities was available from various grants and building developments. However, there was a shortfall of finance available for the annual maintenance in the region of £3,000 so Telford and Wrekin Council asked that the Parish Council consider financing the annual maintenance costs. D Owen provided a computer generated picture of a multi-use games area so that Councillors could see what was proposed. D Ottley stated that the scheme was in its early stages and that more work was required on this project.

Councillors raised concerns that the play area would be on land owned by Telford and Wrekin Council, yet it was requesting financial help from the Parish Council for its annual maintenance. Members asked how maintenance of other play areas throughout the Borough was financed.

Councillors stated that it would be good for the community and children from Muxton and fully supported the idea.

Resolved – to agree in principle to provide some financial support providing there is also some commitment from Telford and Wrekin Council who is to finalise costs involved and present these to the Parish Council at a future date.

D Ottley and D Owen were thanked for taking the time to come to the meeting to discuss this issue with the Parish Council.

9. Parish Council Reserves

The issue regarding moving a proportion of the Parish Council reserves was discussed. Concerns were raised that in the current financial situation it may not be prudent to do this as all institutes seemed vulnerable and others were amalgamating.

Resolved – to leave the reserves where they are at present and discuss this issue again in March.

10. Bus Shelter, Turreff Avenue

The Council considered a request for the joint purchase of a new bus shelter, with Telford and Wrekin Council, outside Turreff Hall, Turreff Avenue. It was stated that the Borough Council would be putting a new shelter in Queen's Road but they had requested that the Parish Council contributes half the cost (£1,250) for the shelter in Turreff Avenue.

Resolved – that under the Local Government (Miscellaneous Provisions) Act 1953, s4 the Parish Council contributes £1,250 toward the cost of a new bus shelter outside Turreff Hall, Turreff Avenue, Donnington.

11. Bus Service Route 55

The Council received an update on future changes to the Arriva bus route 55 from Councillor J Thompson who had attended the last Bus Users Group meeting. It was stated that there were still problems with this service but it was hoped to alleviate this in January when changes to the route would be made.

Councillors stated that they were not pleased with the way Arriva had managed this situation and it should be reported to the Transport Commission. Telford and Wrekin Scrutiny Committee were also investigating this issue.

12. Parish Council Meetings

The Council discussed a proposal to revise the format of Council meetings for 2009/2010. It was suggested that one full council meeting is held at the beginning of each month to discuss parish business thus reducing the number of Committees and meetings.

Resolved – that as from May 2009 the Council will hold one full Council meeting per month for a trial period of one year.

13. Purchase of New Parish Van

The Council considered purchasing a new van for the Parish Council under Local Government Act 1972 s111. This is due to the fact that the current van has broken down and is beyond economical repair.

Resolved – that due to the urgency of the matter the Chairman and Clerk be given delegated powers to purchase a new van of similar size to the previous one providing the van does not cost more than the Capital Fund set aside for this purpose. The Clerk is to report back to Council when the van has been purchased.

14. Sign for Parish Council Van

It was proposed that the Council purchases signage for the new van showing the Parish Council name, logo or both.

Resolved – that the Clerk investigates costs involved and reports back to the next Halls and Environment Committee.

15. Change of Parish Council Name

Councillors discussed the issue of including Muxton in the Parish Council name. Whilst it was stated that Muxton should be included, concerns were raised that the issue regarding Lilleshall becoming an independent Parish Council was ongoing. Due to the amount of legislative changes that would have to be made to alter the Parish Council name, it was proposed to delay this action until the issue regarding Lilleshall is settled. The Clerk was asked to inform parishioners through the newsletter that the Parish Council was seriously considering adding Muxton into the name and suggest that children create a new name for the Parish Council for when matters have been resolved.

Resolved – to leave the decision to include Muxton into the Parish Council name for a further twelve months for reasons explained above.

16. Muxton Primary School Governing Body

To consider a request to nominate of a member of the Parish Council to stand on the school governing body for Muxton Primary School as a Minor Local Authority Community Governor.

The Clerk was asked to write to Councillor M Edwards asking if he would be willing to be on the Board of Governors for Muxton Primary School.

17. Local GP Services

Each Councillor received a copy of a letter from Mark Pritchard MP requesting this Parish Councils support for his campaign to oppose local GP's having their dispensaries removed. Members were informed that Lord Growcott was also in the process of obtaining information regarding this matter.

Resolved – to support the campaign run by Mark Pritchard MP to oppose the proposed removal of dispensaries from local General Practices. Councillor P Norton asked that his vote against be recorded in the Minutes as he wished to wait until Lord Growcott had obtained further information on this issue.

18. Policies and Procedures

The Council considered the following Policies and Procedures for adoption by this Parish Council:

- a. Equality and Diversity Policy.

Resolved – to adopt this policy and to review impact statements over the next twelve months.

- b. Disciplinary Procedure.

Resolved – to adopt this policy and to review it over the next twelve months.

- c. Grievance Procedure.

Resolved – to adopt this policy and to review it over the next twelve months.

19. NALC – Election Day – weekend voting consultation response.

Each Councillor received a copy of NALC consultation document regarding election days being moved to a weekend. It was stated that weekend elections will add to the cost of elections as employees monitoring the voting stations would have to be paid for working the weekend. Councillors were concerned that people are more likely to be away on a weekend participating in family activities, away on holiday or visiting relatives. Suggestions were made that voting should be a legal requirement as undertaken in some other countries.

Resolved – that the Clerk writes to NALC with the suggestions and comments made by the Council.

20. Donnington Bonfire

It was proposed that a letter of thanks is sent to Alf Mitchell for his time and effort organising and running the Donnington Bonfire event from which he has raised vast sums of money for charity and to wish him well on his retirement.

Resolved – that the Clerk writes to Alf Mitchell.

21. Planning Application

The Council considered the following planning application:
W2008/1211, The Post Office, 5 The Parade, Donnington, Telford, Shropshire
Installation of a new external ATM Unit.

Resolved – to have no objection to this application.

22. Staff Salaries

Council considered ratifying the decision made at the Staff and Personnel Committee with regard to the payment of staff salaries in line with guidelines set by NALC and the National Joint Council for Local Government Services.

Resolved – to ratify the decision made by the Staff and Personnel Committee with regard to staff salaries.

23. Correspondence

The Chairman informed Councillors that the following correspondence had been received by the Council:

a. SALC Unitary Preparation Events

The above event will be held at the following venues:

- The Guildhall, Oswestry on 17th November 2008 from 7pm to 9pm.
- Craven Arms Community Centre on Wednesday 19th November 2008 from 7pm to 9pm.
- The Shirehall, Shrewsbury on Tuesday 25th November 2008 from 7pm to 9pm.
- Edinburgh House, Wem on Thursday 27th November 2008 from 7pm to 9pm.
- Bridgnorth District Council Offices, Westgate, Bridgnorth on Monday 1st December 2008 from 7pm to 9pm.

b. Communities and Local Government Consultation Documents.

- The making and enforcement of byelaws.
- Communities in control: Real people, real power: Codes of Conduct for local authority members and employees.
- Sustainable Communities Act 2007 – Update
- Sustainable Communities Act 2007, First Invitation to Local Authorities to Submit Proposals.

c. Telford and Wrekin Local Development Framework Design for Community Safety Supplementary Planning Document Adoption 30th June 2008.

d. Telford and Wrekin Play and Activities Team Annual Report for Summer 2007.

e. “Thank You” letter from Wellington Cottage Care Trust for grant awarded to it by the Parish Council.

- f. **Ethical Standards Bulletin – Autumn 2008.**
- g. **Donnington Partnership** – Notice of AGM Thursday 27th November 2008 between 11am and 12 noon at Turreff Hall, Donnington.
- h. **Scrutiny Suggestion Forms** – To consider any items that Councillors wish to be looked at by Telford and Wrekin Council's Scrutiny Services.

The meeting closed at 2100hrs.

Signed:

Date:

DRAFT MINUTES SUBJECT TO CONFIRMATION