



Lilleshall & Donnington Parish Council

**Minutes of a Full Council Meeting held at
Turreff Hall
on 16th January 2006 at 7.00pm**

Present:

Councillors: J Thompson (Chair), A Baker, Mrs V Brown, B Green, Mrs P A Green, Mrs R Gregory, C Mason, Ms C Mason, P Norton, G Platt, Mrs V Verster, K Watkins.

Also Present: Fiona Moore (Neighbourhood Co-ordinator), PC N Scott, Members of the public.

1. **Apologies:** Councillors B Green (Ill), Mrs P A Green (Ill), K Watkins (Compassionate).
Resolved - that the apologies be accepted.
2. **Declaration of Interest:** As per Register of Interests, Councillor P Norton - Rail Freight Terminal, Item 11; Councillor Ms C Mason – ABRO Donnington, Item 12.
3. **Presentation of Certificate**
The Chair presented the Clerk with the Certificate in Local Council Administration (CiLCA) sponsored by the University of Gloucestershire.
4. **Public Session**
The Chair asked if any members of the public present had any points that they would like to raise with Council.
Mr J Hockin asked the Chair if the minutes were not deemed to be legal or operative until they had been signed. The Chair replied that the Minutes were not classed as legal documents until they had been signed and confirmed.
Mr P Hawkins stated that he had concerns of a conflict of interest occurring between two Parish Councillors for Lilleshall who were also members of the Lilleshall Residents Association (LRA). The matter was discussed and both Councillors stated that their membership to the LRA was listed in the Register of Interests and that if discussions within the Council occurred regarding the LRA then as per legislation they would not be allowed to vote.
Matters regarding the Borough of Telford and Wrekin's Local Development Framework (LDF) were discussed and how it may affect Lilleshall. Councillor Mrs E A Clare suggested to the members of the public that if they were not happy with the way the LRA were involved in this matter then they should contact their local District Councillor.
Mr M Tiller explained that problems had been caused by the letter sent by the Parish Council to Borough of Telford and Wrekin supporting the "preferred



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site” at Hill Farm, Lilleshall which had been requested by Mr T Cox. Councillor Mrs E A Clare stated that no matter how small a representation attended the Parish Council meetings it has to take their views into account. Also all members of the public can attend these meetings to express their views.

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5. Public Sessions at Meetings

A proposition was put by Councillor Ms C Mason that any member of the public wishing to speak in public session should submit their point to the Clerk prior to the setting of the agenda, thus informing other members of the public enabling them to present their own views. A vote was taken and it was **resolved** that the Public Session item should continue as it is at present.

6. Minutes

Councillor A Baker proposed that the Minutes should not be placed on the Council web-site until they had been signed and confirmed as a true record. This matter was discussed and an amended proposition was put forward stating that if the Minutes are to be placed on the web-site prior to being signed then the Clerk should send copies of the draft Minutes to the Councillors at the same time they are placed on the Council web site. A vote was taken and it was **resolved** to continue placing the draft Minutes on the website with no need for the Clerk to send draft copies to the Councillors. The Council considered the following Minutes for confirmation and signature:

- a. Full Council of 21st November 2005.
Resolved – that the minutes be confirmed and signed as a true record.
- b. Halls and Environment Committee of 5th December 2005.
Resolved – that the minutes be confirmed and signed as a true record.
- c. Finance Committee of 12th December 2005.
Resolved – that the minutes be confirmed and signed as a true record.
- d. Planning Committee of 21st December 2005.
Resolved – that the minutes be confirmed and signed as a true record.

7. Expenditure Transactions

To accept the expenditure transactions for:

- a. November 2005. **Resolved** – that the expenditure transactions be confirmed and signed as a true record.
- b. December 2005. **Resolved** – that the expenditure transactions be confirmed and signed as a true record.



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8. Bank Reconciliation as at 31st December 2005

The Clerk presented the bank reconciliation as at 31st December 2005 to the Council for their information. **Resolved** - that the bank reconciliation be accepted as a true record.

9. Notice of Conclusion of Audit.

The Clerk informed the Council that the annual return for the year ended 2004/2005 had been received back signed by the district auditor with no comments made. The Councillors thanked the Clerk and Assistant Clerk for all the work involved in preparing the accounts for audit.

10. Asda Trolleys

The Council discussed the dumping of Asda shopping trolleys around Donnington and surrounding areas. Despite the effort and good work of the Borough and Local Council in trying to keep Telford and Donnington tidy it is felt that Asda, Donnington is not helping to maintain these standards. The Clerk then informed the Council of the initiatives that had been put in place by Asda since the Council last wrote to them.

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Resolved – that the Clerk again write to Asda informing it of the efforts of the various partnerships involved in keeping Telford and Donnington clean and ask it to play its own part in this. The Clerk was also asked to mention that the Council was disappointed in view of the fact that the Parish Council supports Asda by purchasing their vouchers for the Pensioners at Christmas.

11. Weight Restrictions.

The Council discussed the problem of the possible increase of Heavy Goods Vehicles using Wrekin Drive, Donnington that may arise with the implementation of the proposed new Rail Freight Depot. **Resolved** – that the Clerk write to Borough of Telford and Wrekin informing it of the concerns of the Parish Council and to suggest the installation of Weight Restriction Signs from Bradley Road Roundabout down to the roundabout at the bottom of Wrekin Drive. The Clerk was also asked to inform the Borough Council of its concerns regarding the volume of traffic and the problems this brings along the A518 from Newport.

12. ABRO, Donnington.

The Councillors expressed their support to the task force from Borough of Telford and Wrekin and the workforce itself in the fight against the proposed loss of employment at ABRO Donnington. When ABRO first opened whole families were relocated to Donnington to work there and this tradition has continued. The loss of employment would have a major affect on the families and economy of the area. Councillors stated that the splitting of work between



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Bicester and Bovington was a very poor business plan especially when all the work could be undertaken at ABRO Donnington. On the one hand a new Rail Freight Depot has been proposed whilst on the other, employment was being removed from the area.

Resolved – that the Clerk writes to Mr Adam Ingram MP expressing the Parish Council's views and send copies of that letter to both David Wright MP and Mark Pritchard MP.

13. Staff and Personnel Committee.

The Councillors considered reducing the number of Committee Members of the Staff and Personnel Committee to 7 including the Chair and Vice Chair. As this Committee would have to manage staff issues it was proposed that the Vice-Chair be removed from this Committee and the membership be decided at the next Parish Council AGM to ensure that there are only 7 members including the Chair.

Resolved – that at the next Parish Council AGM, membership of the Staff and Personnel Committee is to be set at 7 including the Chair.

14. Local Development Framework “Preferred Site” Hill Farm, Lilleshall.

- a. The Council discussed the letter of complaint received from Mr J Hockin. **Resolved** – that an extraordinary full Council meeting is to be held on Monday 13th February 2006 at Turreff Hall at 7pm to meet with Mr Hockin and discuss his complaint in accordance with this Council's Complaints Procedure.
- b. The Clerk informed the Council that as further consultation regarding the LDF is due to take place in June this year the Borough of Telford and Wrekin decided it would be inappropriate to attend a public meeting in Lilleshall.

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15. Reports from Members representing the Parish Council on external boards or committees.

Rural Transport Group – Councillor P Norton informed the Council that the Local Development Framework (LDF) had not taken into account the need to change the Disabled Parking Bays in Newport to allow the buses better access to the bus stop. However, after meeting with Officers from the Borough Council this will now be included as part of the consultation process to the LDF.

Sports Advisory Committee – Councillor P Norton stated that the Borough of Telford and Wrekin had yet to complete a Business Plan for the proposed new facilities on the Recreation Ground, Donnington but when it had, a meeting would be arranged to see how much money would be required to build changing rooms there.

Newport Regeneration – Councillor P Norton stated that as the next meeting was scheduled for 17th January there was nothing further to report.



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Lilleshall School – Councillor M Skelton informed the Council that Lilleshall School was in the process of selecting a new head teacher and that its budgets were in good order. He would ask the school to inform the Council of any events occurring there.

Lilleshall Memorial Hall – Councillor A Baker informed the Council that the Post Office located here was still in danger of closing and that he would speak to Mark Pritchard MP regarding this matter. Councillor Baker stated that he would investigate if an advertisement for the Post Office vacancy could be placed in the Parish Newsletter together with an advertisement for the Lilleshall Pantomime.

16. Gardening Competition

The two options previously minuted from the meeting of 21st November 2005 were discussed regarding the presentation of Gardening Competition prizes for next year. The options were as follows:

- a. Arrange to hold a special meeting specifically for the presentation of prizes together with a small buffet, the location of which will be decided on the area with the largest number of winners.
- b. To have a small buffet at 6pm with the presentation of prizes around 6.20pm prior to a scheduled meeting of the Council.

Resolved – that option a. is used when presenting the Garden Competition prizes for 2006/2007 but it is also to incorporate the presentation of grants awarded under Section 137 LGA 1972 and the Clerk is also to display photos of the winning gardens and invite the Press to the evening.

17. Internal Auditor

The Chair informed the Council that Mr D Walker was no longer able to carry out the Internal Audit for the Parish Council but Mr Colin Potts was willing to undertake this at a fee of £15 per hour estimating a time of 12 hours to complete the Internal Audit.

Resolved – that Mr Colin Potts be appointed as Internal Auditor for this Parish Council at a cost of £15 per hour taking an estimated time of 12 hours.

18. Parish Council Precept for 2006/2007

Each Councillor had received a copy of the proposed budgets for the forthcoming financial year 2006/2007.

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It was **Resolved** that:

1. The recommendations made at the Finance Committee meeting of 12th December 2005 are agreed.
2. The recommendations made at the Halls and Environment Committee meeting of 5th December 2005 are agreed.
3. The budgets for each Committee are agreed.



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4. The Precept for the year 2006/2007 is increased to £175,000 to cover the new salary scales and to implement a reserved fund of £5,730 to cover the cost of the next Local Council elections.

Councillor M Skelton requested that his vote against this resolution be noted in the Minutes.

19. Correspondence

The Chair informed the Council that the following correspondence had been received and that Councillors could view it after the meeting. Any comments regarding the correspondence are to be made to the Clerk.

- a. **West Mercia Police Authority Consultation.**
- b. **Local Government Pension Scheme - Update**
- c. **Holocaust Memorial Day 2006**
- d. **Wrekin Area Committee Minutes including Shropshire, Telford and Wrekin Health Community Strategic Service Plan.**
- e. **Standards of Conduct in English Local Government – The Future**
- f. **Invitation to Telford Sea Cadets Annual Royal Navy Inspection.**
- g. **Bridgnorth District Council Statement of Community Involvement.**

The meeting closed at 2100hrs.

Signed:

Date: