



Lilleshall & Donnington Parish Council

Minutes of a Full Council Meeting held at Lilleshall Memorial Hall on 17th July 2006 at 7.00pm

Present:

Councillors: Ms C Mason (Chair), A Baker, Mrs R Gregory, P Norton, R Pitt, G Platt, M Skelton, Mrs V Verster, K Watkins.

Also Present: Michael Barker (Head of Planning and Environment Borough of Telford and Wrekin), Members of the Public.

Public Session

The Chair invited questions from the members of the Public present. Through the Chair questions were put to Michael Barker regarding the Local Development Framework (LDF). Issues were raised concerning the following:

- a. The lack of response to residents letters regarding the suggested errors in the “matrix” regarding the LDF.
- b. The “Building Boundary Line” (Village Boundary) contradicting the Key Settlement criteria.
- c. The Campaign for the Protection of Rural England (CPRE) does not agree with the LDF and Key Settlement issues regarding Lilleshall.

Michael Barker responded by stating that the LDF is only a consultation document and that any views expressed and received by the Borough Council will be considered. The Borough Council has adopted a strong policy regarding development in rural areas and has to examine the need for housing to maintain sustainability of rural villages. It is not designed to open areas up for developments.

AGENDA

1. **Apologies:** Councillors Mrs E A Clare (Borough Council meeting), B Green (Holiday), Mrs P A Green (Holiday), C Mason (Holiday) and J Thompson (Labour group meeting).

Resolved – that the apologies are accepted.

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

3. **Local Development Plan Document**

The Chair invited Michael Barker to speak on the Local Development Framework. Michael Barker proceeded by explaining that there was a new planning system which intended to simplify the planning process. All timescales are prescribed by Government. He then explained how the consultation documents are drawn up taking into account strategy, land,



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control and requirements. This then produces a suite of documents which receive regular reviews within the timescales allowed. When considering rural areas growth, change of economy, sustainability and future investment requirements have to be taken into consideration. These documents then go through the various processes of consultation. These documents can be challenged through an Independent Examiner.

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Michael Barker then explained the timetable relating to the documents and that written representations can still be received.

Councillors then raised issues regarding the LDF and the consultation process. These were:

- a. The history and past issues relating to planning within and around Lilleshall invoked residents to be suspicious of the Borough Council when implementing planning decisions.
- b. Community involvement.
- c. The consultation process
- d. Scoring on the “Matrix” for Key Settlements

Michael Barker responded that all planning policy is put through with the best intent and to establish clear principles to protect planning in rural areas. Letters had been sent out to Parish Councils regularly since February 2003 regarding consultation on the LDF. As to the issues regarding the scoring on the matrix Michael Barker stated that comments would be discussed and that this could be redressed during the next round of consultation between 3rd October and 14th November 2006.

The Chair was then asked to provide comments and stated that the concerns of the residents of Lilleshall would be addressed but understands that the consultation process must be followed as per Government guidelines.

Resolved – that the Clerk writes to the Borough Council informing it of its objection to Lilleshall being classed as a “Key Settlement” as defined in the matrix highlighting the points wrongly attributed to Lilleshall.

4. **Planning Application**

The Council discussed the following planning applications:

- a. W2006/0793
53, Wellington Road, Muxton, Telford, Shropshire.
Erection of a dwelling (outline).
Resolved – to object to this application for the following reasons:
Overdevelopment of Site.
Lack of suitable vehicular access and thus lack of parking facilities.
- b. W2006/0799
Mr P Turner, Land adjacent to 12, Jubilee Avenue, Donnington, Telford.
Erection of a detached dwelling.



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Resolved – that there is no objection to this application. However, the Council has concerns regarding access onto the site due to the fact that the site is located on a corner. This may cause road safety issues.

c. W2006/0737

Mr & Mrs D Horton, Village Farm, Old Farm Lane, Lilleshall.
Erection of a two storey extension.

Resolved – that there is no objection to this application.

5. Minutes

To confirm the Minutes of the meetings of the Council held on:

a. Annual General Meeting of 8th May 2006.

Resolved – that the minutes be confirmed and signed as a true record.

b. Planning Committee of 25th May 2006.

Resolved – that the minutes be confirmed and signed as a true record.

c. Planning Committee of 5th June 2006.

Resolved – that the minutes be confirmed and signed as a true record.

d. Halls and Environment Committee of 12th June 2006

Resolved – that the minutes be confirmed and signed as a true record.

e. Finance Committee of 26th June 2006.

Resolved – that the amended minutes be confirmed and signed as a true record.

f. Staff and Personnel Committee of 3rd July 2006.

Resolved – that the minutes be confirmed and signed as a true record.

g. Planning Committee of 10th July 2006.

Resolved – that the minutes be confirmed and signed as a true record.

h. Halls and Environment Committee of 10th July 2006.

Resolved – that the minutes be confirmed and signed as a true record.

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6. Expenditure Transactions

a. **Resolved** – that the expenditure transactions for April 2006 be confirmed and signed as a true record.

b. **Resolved** – that the expenditure transactions for May 2006 be confirmed and signed as a true record.

7. Bank Reconciliations



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The Clerk presented the following bank reconciliations to the Council for their information.

- a. **Resolved** - that the bank reconciliation as at 30th April 2006 is accepted as a true record.
- b. **Resolved** - that the bank reconciliation as at 31st May 2006 is accepted as a true record.

8. **Accounts and the Annual Return**

The Councillors each received copies of the following documents relating to the Parish Council Accounts and the Annual Return for the Year 2005/2006.

- a. Annual Return
The Statement of Accounts.
The Statement of Assurance.
The Annual Internal Audit Report.
The Accounts – Supporting Notes
The Explanation of Variances.
 - b. Intermediate Audit
To receive the Supplementary Assurances & Information Request Form.
To receive the explanation of reserves letter.
 - c. Bank Reconciliation Details
To receive the bank Reconciliation as at 31st March 2006.
Copy of Portman Building Society Account Closing Balance.
Copy March Co-op Statement.
To receive the March accounts package reconciliation.
 - d. Internal Audit
To receive report from Internal Auditor, Colin Potts detailing internal audit visits.
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- e. End of Year Accounts
To receive and sign the Consolidated Balance Sheet.
To receive the Income and Expenditure Account.
To receive the Financial Statement
To receive the Closing Prepayments, Opening Receipts, Closing Receipts, Opening Debtors, Closing Debtors, Opening Creditors, Closing Creditors.

Details of the Annual Return 2005/2006 were explained and that the onus was on the Members to satisfy themselves that all procedures were being complied with. **Resolved** – that the Chair:

Sign to confirm the Annual Return;
Complete the Statement of Assurance;
Sign the Accounts - Supporting Notes;



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Sign the Consolidated Balance Sheet.

9. Reconstitution of School Governing Body.

Resolved - To elect Councillor P Norton as the Parish Council representative to stand as Minor Local Authority governor at Lilleshall Primary School.

10. New arboricultural officer.

The Clerk informed the Council that the new Arboricultural Officer for the Borough of Telford and Wrekin is Alan Wallbank.

11. Gardening Competition 22nd July 2006

The Clerk informed the Councillors that thirteen entries had been received for the forthcoming Parish Council Garden Competition being held on Saturday 22nd July 2006. Those participating in the judging were requested to meet at Turreff Hall at 9am on the day.

12. Special Full Council Meeting

Resolved – that the Special Full Council meeting arranged for 18th September 2006 to receive a talk from Caroline Oakes regarding the Parish Plan is confirmed.

13. Chair's "Fun Day"

The Chair explained that instead of a Civic Service she proposed to hold a "Fun Day" which is to be open to all members of the Public with the emphasis on children. It was suggested that the event be held one weekend day either side of Easter. The Chair asked for volunteers to help set up a working group to organise the event and those wishing to help should give their names to the Clerk. Councillor K Watkins stated that he would volunteer to help.

14. Street Lighting

The Chair informed the Councillors of extra money available for street lighting schemes and requested proposals where this may be put to best use. Suggestions were offered regarding Muxton Lane, Hillside East and Hillside, Lilleshall.

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15. Correspondence

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

- a. **Letters from Mark Pritchard MP regarding Early Day Motion 641 and Police Restructuring.**



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Each Councillor had received a copy of letters received from Mark Pritchard MP regarding the Parish Council's comments on The Early Day Motion 641 and the proposed Police Restructuring.

- b. "Thank you" letter received from Southall School for grant awarded by Parish Council. This also includes letters from the children.**

Each Councillor had received a copy of letters received from Southall School.

- c. "Thank you" letter received from Shropshire County NHS for use of Turreff Hall.**

Each Councillor had received a copy of a letter received from the Shropshire County NHS thanking the Parish Council for the use of Turreff Hall.

- d. SALC Training Dates.**

Each Councillor had received a copy of future dates of SALC Training Seminars. Councillors wishing to attend are to give their names to the Clerk.

- e. Local Development Framework meeting on 25th July in The Walker Room, Meeting Point House at 7pm.**

Each Councillor had received a copy of notification of a meeting regarding the Local Development Framework. This would be taking place in the Walker Room, Meeting Point House on 25th July and if Councillors wished to attend then they should give their names to the Clerk by lunchtime tomorrow. Councillors Mrs R Gregory, P Norton, G Platt, Mrs V Verster and K Watkins requested that their names be put forward to attend the meeting.

- f. "Thank you" letter received from The Musical Theatre Academy.**

Each Councillor had received a copy of a "Thank You" letter from the Musical Theatre Academy for the grant recently awarded to it from the Parish Council.

- g. Invitation to an experience of information about Employment Services at Civic Offices Reception Suite on 27th July 2006.**

Each Councillor had received a copy of an invitation to an experience of information about Employment Services at Civic Offices Reception Suite on 27th July 2006.

- h. Information regarding Local Elections May 2007.**

Each Councillor had received a copy of information regarding the Local Elections in May 2007.

- i. Parish Plans and Community Buildings**

The Chair informed the Council that a meeting will be held on Saturday 30th September 06 at Meeting Point House regarding Parish Plans and Community Buildings.



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j. Lilleshall Primary School

The Chair informed the Council that an invitation had been received for Councillors to attend the production of Trafalgar by Years 5 and 6 Lilleshall Primary School on 18th and 19th July commencing at 6.30pm.

Private Session

Resolved – that under Local Government Act 1972 Section 100A, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that these matters be discussed in Private Session and the Public have been asked to withdraw.

16. Staff Salaries

Resolved – that the decision made at the Staff and Personnel Committee meeting held at Turreff Hall on Monday 3rd July 2006 is ratified.

The meeting closed at 2035hrs.

Signed:

Date:

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