

Lilleshall and Donnington Parish Council

**Minutes of a Full Council Meeting held at
Turreff Hall on 2nd November 2009 at 7.00pm**

Present:

Councillors: P Norton (Chairman), A Baker, Mrs E A Clare, B Green, Mrs P A Green, Mrs R Gregory, J Hockin, J Lavery, Mrs B Mason, C Mason, G Platt, K Watkins.

Also Present: R Morgan (Parish Clerk), Mr D Ottley (Telford & Wrekin Council Landscape and Recreation Business Manager).

1. **Apologies:** Councillors Mrs V Brown, M Edwards, J Thompson.
Resolved – that the apologies are accepted.

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

3. **Public Session**
There were no members of the public present.

4. **Guest Speaker**
Mr D Ottley (Telford & Wrekin Council Landscape and Recreation Business Manager) spoke to the Council regarding the Donnington Recreation Ground Draft Management Plan and future projects for Broadoaks Field. Mr Ottley stated that he would like the Council to create a small working group with himself and another officer to develop the management plan and see if anything can be improved and secure extra capital to support the plan. He also stated that whilst the closing date for the consultation period had passed he would continue receiving comments about the plan.

The objectives for Donnington Recreation Ground are as follows:

- To create a sense of welcoming.
- To provide pathways and information that are easy to understand and not seen as a barrier.
- To create a healthy atmosphere through clubs and activities.
- Ensure it is safe and secure through engaging community groups.
- Ensure it is clean and well maintained.
- That there are sustainable management resources e.g. through conservation.
- To have community involvement through the Parish Council and community groups.
- To have good marketing facilities so that it is seen by the public in a good light and attract people into the area possibly through promotional leaflets.
- To have an effective management strategy to ensure long term sustainability and views.

The objectives for Broadoaks Playing Field would be to ensure that there is funding for sustaining and maintaining facilities already located here and to add to these facilities. Funding set aside for this will not be diverted elsewhere.

With the development plan for both locations it is hoped that the working group will be able to:

- Meet before the end of the month
- Finalise the management plan over the next couple of weeks.
- Prioritise resources
- Continue implementing the plan through to 2010

It was suggested that something in the design should reflect the heritage of the Donnington Recreation Ground in that the land was donated by the local miners and that something should be put in place before next year's summer holidays.

Resolved – that a small working group is formed consisting of Councillors P Norton (Chairman), C Mason (Vice-Chairman), Mrs P A Green and J Lavery to develop the plan with the Officers from Telford & Wrekin Council and, if possible, to identify and report back to Council anything that could be aided by financial help from the Parish Council so that money can be included in its precept for 2010/2011.

It was agreed that the first meeting of the working group will take place at 12 noon on Thursday 19th November 2009.

The Chairman thanked Mr Ottley for taking the time to attend the meeting and discuss this matter with the Council.

5. Minutes

Councillors discussed the Minutes of the meeting of the Council held on 12th October 2009.

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

6. Matters Arising for Information

The Clerk informed the Council that he had received a phone call from the Railfreight Manager and a letter from Mr P Traynor (Traffic Management Telford & Wrekin Council) regarding signage for the Railfreight Terminal and that the issue was currently being investigated. It was suggested that the Clerk invites an Officer from the Borough Council's Highways Department to its next meeting in December to discuss the issues regarding Wrekin Drive and its traffic management.

The Clerk informed the Council that the plans for the allotments in Lilleshall had been agreed and were in the process of being submitted to Telford & Wrekin Council. He also informed the Councillors that he had held discussions with the Borough Council regarding the provision of allotments in Donnington. It was stated that the Parish Council could have a lease on the land for 25 years and that investigations into whether or not a planning application would have to be submitted for change of use were taking place.

- 7. Expenditure Transactions**
Each Councillor received a copy of the expenditure transactions for September 2009.
Resolved – that the expenditure transactions for September 2009 are accepted as a true record.
- 8. Bank Reconciliations**
Each Councillor received a copy of the bank reconciliation as at 30th September 2009.
Resolved – that the bank reconciliation as at 30th September 2009 is accepted as a true record.
- 9. Financial Budget Comparison**
Each Councillor received a copy of the financial budget comparisons as at 30th September 2009.
Resolved – that they are confirmed as a true record.
- 10. Community Governance Review**
The Clerk informed the Council that phase one of the consultation process regarding the Community Governance Review had been completed. As a result, Telford & Wrekin Council has now published its draft proposal which recommends no change to the present community governance arrangements. Phase two of the consultation process requires comments on this draft proposal and this consultation period ends on 29th January 2010.
Resolved – that the Clerk produces draft comments regarding the draft proposals on the Community Governance Review for discussion at the next Council meeting to be held in December. Councillor J Hockin requested that his objection to this is noted in the Minutes.
- 11. Turreff Hall Car Park**
Councillors considered if the reported faults to the road and footpath situated in the rear car park at Turreff Hall should be repaired.
Resolved – that the faults to the road and footpath should be repaired.
Councillors then discussed quotes received for this work.
Resolved – that Company A is awarded the contract to carry out the repairs to both the road and footpath at a cost of £700 + VAT.
- 12. Christmas Lights**
The Chairman informed the Council that this year the Parish Council Christmas Lights will be switched on at 6pm on 30th November 2009 at The Parade, Donnington. It was suggested that the winner of the Children’s Container category in the Parish Council’s Gardening Competition should perform the switching on ceremony of the Parish Council’s Christmas lights.
Resolved – that this year the Christmas lights are switched on by the Chairman and Miss I Slade-Jones.
- 13. Correspondence**
The Chairman informed the Council that the following correspondence has been received:

- **Telford and Wrekin Citizens Advice Bureau** – invitation to its Annual General and Annual Public Meeting to be held on Thursday 12th November commencing at 7.30pm at Meeting Point House, Telford Town Centre. Councillors requested that an item is placed on the agenda of the next full Council meeting to discuss the removal of the CAB Service from the Lifelong Learning Centre and the Job Junction from Donnington Library.
- **Road Traffic Signage** – letter received from Mr P Traynor as discussed in item 6.
- **Bus Users Meeting** – to inform the Council that the next bus users meeting will take place at Wrockwardine Wood Parish Council Centre at 7pm on 1st December 2009.

14. Date of Next Meeting

The Chairman informed Councillors that the date of the next full Council meeting is 16th November 2009 at Turreff Hall commencing at 7pm to discuss grant applications.

The meeting closed at 2030hrs.

Signed:

Date: