

Lilleshall and Donnington Parish Council

Minutes of a Full Council Meeting held at Lilleshall Memorial Hall on 6th July 2009 at 7.00pm

Present:

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

Also Present: R Morgan (Parish Clerk), Mrs C Baker.

1. **Apologies:** Councillor M Edwards, Mrs P A Green, J Hockin and G Platt.
Resolved – that the apologies are accepted.
2. **Declaration of Interest:** Councillors J Thompson and K Watkins – Item 11.
3. **Public Session**
The Chairman invited questions from the members of public present.
Mrs Baker informed the Council that there was graffiti in the bus shelter by Lilleshall Primary School.
The Chairman thanked Mrs Baker and informed her that it would be removed.
4. **Minutes**
Councillors discussed the Minutes of the meeting of the full Council held on 22nd June 2009.
Resolved – that they be confirmed and signed as a true record.
5. **Matters Arising for Information**
There were no matters arising.
6. **Expenditure Transactions**
Each Councillor received a copy of the expenditure transactions for May 2009.
Resolved – that the expenditure transactions for May 2009 are accepted as a true record.
7. **Bank Reconciliation**
Each Councillor received a copy of the Bank reconciliation as at 31st May 2009.
Resolved - that the bank reconciliation as at 31st May 2009 is accepted as a true record.
8. **Financial Budget Comparison**
Each Councillor received a copy of the financial budget comparisons as at 31st May 2009. The Clerk was asked to update the Council regarding Cordingley Hall at the next meeting.
Resolved – that they are confirmed as a true record.

9. Standing Orders.

The Councillors considered and discussed the revised Standing Orders for this Parish Council. It was proposed that an addition be added to Standing Order 76 to include the following:

If the grant application does not have the necessary financial documents attached then the Council will not consider the application until its next grants meeting and only if the required documents have then been received.

Resolved – that the Clerk insert this addition and place this item on the next full Council meeting agenda so that the revised Standing Orders can be adopted.

10. Lloyds Bank Donnington

The Council discussed the problems with parking and traffic management at Lloyds Bank, Donnington. Concerns were raised regarding vehicles, including lorries, which park on the road for the occupants to use the bank and the reduced visibility of drivers accessing Wrekin Drive caused by the hedge of the adjacent property.

Resolved – that the Clerk arranges a meeting with Nick Kitchen (Telford & Wrekin Highways Officer) and Adrian Corney (Environmental Officer) to discuss these issues.

11. Wrockwardine Wood and Trench Parish Council Fun Day

The Councillors considered a request from Wrockwardine Wood and Trench Parish Council to share a “Fun Day” with it on 2nd September 2009 at Oakengates Leisure Centre. The Members discussed the fact that it would mean that some officer time will be required of the Clerk in liaising with the parish council and part organisation of the event. Councillor Mrs V Brown also volunteered to be part of the Committee organising this event.

Resolved – that this Parish Council agrees in principle to share the “Fun Day” with Wrockwardine Wood and Trench Parish Council and earmark £500 towards costs should it be required. Authorisation is given to the Clerk to liaise with it in helping to organise the event.

12. Purchase of New IT Equipment

The Clerk informed the Council that a new computer package has been purchased in consultation with the Chairman due to the fact that it became a matter of urgency. Transfer of all the accounts, wage package and parish council documents have now been successfully completed. Due to the system being the relatively new Vista format a new printer has also had to be purchased due to the old one not being compatible. The Clerk explained that there was now a requirement to write off the old computer and printer to maintain an up to date assets register.

Resolved – that the old computer and printer are written off and that the Clerk amends the asset register accordingly. The Clerk was also asked to see if a local organisation could make use of the printer.

13. St Matthew’s Church

The Council was informed that Reverend David Wright would be leaving St Matthew’s Church, Donnington to take up a new post at St Peter’s Church, Wolverhampton. His last service at St Matthew’s Church will take place on 6th September 2009. The Clerk was asked to write to him on behalf of the Council thanking him for his contribution to the community of Donnington and surrounding areas.

14. UK Coal Petition at No.10

Councillors considered adding this Parish Council's name to the petition against the planning application to mine coal at Huntington Lane, Telford.

Resolved – that this Parish Council adds its name to the petition in support of the fight against the application to mine coal at Huntington Lane.

15. Planning Applications

The Council considered the following planning applications:

a. W2009/0400

Mr W Titley, Land adjacent to 12, Jubilee Avenue, Donnington, Telford, Shropshire.

Erection of a two storey building comprising of 2no. two bedroom apartments and formation of new vehicular and pedestrian access points and parking (Amended Plans).

Resolved – to have no objection to this application.

b. W2009/0477

AAH Plc, 6 The Parade, Donnington, Telford, Shropshire.

Erection of 1no. static internally illuminated fascia sign and 1no. static internally illuminated projecting sign.

Resolved – to have no objection to this application.

Urgency Resolution – Section 100B(4), Local Government Act 1972.

The Chair stated that:

“I am of the opinion that the following item of business should be dealt with as a matter of urgency at this meeting in order to avoid any unnecessary delay.”

c. W2009/0523

Mrs G Kaur, 12 The Parade, Donnington, Telford, Shropshire.

Change of use from retail shop (A1) to mixed use cafe (A3 Use) and takeaway with home delivery service (A5 Use) (Amendment to Planning Application W2009/0329).

The Chairman informed the Council that he and the Clerk had received verbal notification from a concerned resident that petitions were being raised against this application by local shop owners and residents.

Resolved – that due to the information available this Parish Council has no objection to this application.

16. Correspondence

The Chairman informed Councillors that the following correspondence has been received:

- **SALC Training Seminars** for new councillors will be held at Telford Civic Offices between 7pm and 9pm on Monday 20th July and at Shirehall, Shrewsbury on Thursday 23rd July 2009.
- **Sustainable Communities Act 2007 (See Attached Letter)**
- **Telford & Wrekin Local Development Framework Surface Water Drainage: Managing and Improving Water Quality – Supplementary Planning Document (See Attached Letter).**

- **Telford & Wrekin CVS – “Quality Matters”**
An invitation to Councillors to a free workshop to include breakfast which will take place at the Tudor Room, Meeting Point House, Telford on Tuesday 14th July 2009 between 9.30am and 11.30am.
- **Lilleshall Women’s Institute**
A “thank you” letter has been received from Lilleshall Women’s Institute for the grant awarded to it by the Parish Council. A photograph of the event has been included.
- **Recycling Event**
This has been re-scheduled for Wednesday 15th July 2009 between 6.30pm and 8.30pm presumably at its original location of Civic Offices, Larkin Way, Wellington.
- **Waste Management Strategy 2005 – 2021 Review – Options Consultation**
A questionnaire regarding the above has been received.

17. Grant Applications

The Councillors reconsidered a grant application from Summer Play Scheme as agreed in the full Council meeting on 22nd June 2009.

Resolved – that as no form of accounts statement had been received from the Summer Play Scheme the Council will only now reconsider the application at its scheduled grants meeting which will be held on 16th November 2009. The Clerk is to write informing them of this decision.

18. Date of Next Meeting

The Chairman informed Councillors that the date of the next Council meeting is 7th September 2009 at Turreff Hall. The meeting to award the garden competition prizes will take place on 1st September 2009. Both will commence at 7pm.

The meeting closed at 2000hrs.

Signed:

Date:

Lilleshall and Donnington Parish Council

**Minutes of a Full Council Meeting held at
Turreff Hall on 6th July 2009 at 7.00pm**

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.

19. Assistant Clerk Hours

The Council considered a request from the Assistant Clerk to alter the timing of hours worked in accordance with the contract of employment 10.1 Flexible Time Working Regulations and 10.2 The Works and Families Act.

Resolved – that the Council authorises the requested change in the Assistant Clerk's hours in accordance with her contract of employment 10.1 Flexible Time Working Regulations and 10.2 The Works and Families Act.

Urgency Resolution – Section 100B(4), Local Government Act 1972.

The Chair stated that:

“I am of the opinion that the following item of business should be dealt with as a matter of urgency at this meeting in order to avoid any unnecessary delay.”

20. Hire of Turreff Hall 20th June 2009

The Clerk informed the Councillors that as a result of information received from the Estate Manager who opened and closed the Hall on 20th June 2009 for a 21st birthday party he had decided to part refund the surety deposit. As per the Conditions of Hire, the person hiring the hall has decided to contest this decision and as such now goes before the Council.

Resolved – that the Clerk informs the hirer that the Council has considered all information placed before it and has decided that the Clerk's decision stands.

Signed:

Date: