



Lilleshall & Donnington Parish Council

Minutes of the Annual General Meeting held at Turreff Hall on 16th May 2005 at 7.30pm

Present:

Councillors Mrs V Verster, A Baker, Mrs V Brown, Mrs E A Clare, Mrs P A Green, Mrs R Gregory, C Mason, Ms C Mason, P Norton, R Pitt, J Roberts, M Skelton, J Thompson, K Watkins.

Also Present:

Fiona Moore (Neighbourhood Co-ordinator), PC N Scott, D Thompson, K Buttress.

1. Chair of Council

a. Nominations were requested for Chair of this Parish Council for the forthcoming year 16th May 2005 to May 2006. Councillor J Thompson was nominated by Councillor C Mason and seconded by Councillor Mrs P A Green. No other nominations were received.

Resolved - that the Chair for 2005 to 2006 be Councillor J Thompson.

b. Councillor J Thompson then signed the Declaration of Office.

2. Vice-Chair of Council

a. Nominations were requested for Vice-Chair of this Parish Council for the forthcoming year 16th May 2005 to May 2006. Councillor Ms C Mason was nominated by Councillor Mrs E A Clare and seconded by Councillor K Watkins. No other nominations were received.

Resolved - that the Vice-Chair for 2005 to 2006 be Councillor Ms C Mason.

b. Councillor Ms C Mason then signed the Declaration of Office.

3. Apologies: Councillor B Green (Work)

Resolved - that the apology be accepted.

4. Declaration of Interest: Councillor C Mason – Transfer of Justices' license Redhouse Inn, Lilleshall.

5. Minutes:

i. Planning Committee of 28th February 2005

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

ii. Full Council of 7th March 2005



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- Resolved** - that they be confirmed and signed as a true record.
- iii. Planning Committee of 4th April 2005
Resolved - that they be confirmed and signed as a true record. 35
- iv. Halls and Environment Committee of 11th April 2005
Resolved - that they be confirmed and signed as a true record.
- v. Finance Committee of 25th April 2005
Resolved - that they be confirmed and signed as a true record.
- vi. Expenditure Transactions for February 2005
Resolved - that they be confirmed and signed as a true record.
- vii. Expenditure Transactions for March 2005
Resolved - that they be confirmed and signed as a true record.

6. Appointment of Committees

Finance

Cllrs. A Baker, Mrs E A Clare, Mrs R Gregory, C Mason, P Norton, R Pitt, M Skelton, Mrs V Verster.

Halls and Environment

Cllrs. A Baker, Mrs V Brown, B Green, Mrs P A Green, Mrs R Gregory, P Norton, G Platt, K Watkins.

Planning

Cllrs. A Baker, B Green, Mrs R Gregory, P Norton, R Pitt, M Skelton, Mrs V Verster, K Watkins.

Staff and Personnel

Cllrs. Mrs V Brown, Mrs P A Green, Mrs R Gregory, C Mason, G Platt, K Watkins, Mrs V Verster.

Assets

Cllrs. Mrs V Brown, Mrs P A Green, Mrs R Gregory, P Norton, M Skelton, K Watkins.

The Chair and Vice-Chair are ex-officio members of all Committees.

Resolved - that under LGA 1972 s101 the above Committees be arranged for the discharge of functions on behalf of the Parish Council and that the above Councillors be elected onto these Committees.

7. Appointment of representatives to outside bodies

- a. Wrekin Area Committee – Councillor K Watkins



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- b. Telford and Shropshire Marketing Partnership – Councillor Mrs V Verster
- c. Playing Fields Executive Committee – Councillor P Norton
- d. Lilleshall Memorial Hall* – Councillors A Baker, G Platt and M Skelton.

- e. Telford and Wrekin Community Voluntary Service** – Councillor Mrs PA Green.

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- f. Wrekin and District Sports Advisory Council – Councillor P Norton
- g. Bus User Group Telford Area – Councillor J Thompson
- h. Bus Users Group Rural Area – Councillor P Norton, M Skelton.
- i. Donnington Partnership – Councillor Mrs PA Green (Reserve Councillor P Norton)
- j. Lifelong Learning Centre (Management Board)*** – Councillor Mrs V Brown (Reserve Councillor Ms C Mason)
- k. Snow Liaison Officers
Donnington – Councillor Mrs V Brown
Lilleshall – Councillor G Platt
Muxton – Councillor V Verster
- j. Police and Community Consultative Group (PCCG) – Councillors A Baker, C Mason, R Pitt and J Thompson.

Resolved - that the above Councillors represent the Parish Council on these outside bodies.

* The Clerk was asked to write to the Chairman of Lilleshall Memorial Hall Committee to request that the nominated Councillors from this Parish Council are invited to the meetings; otherwise this Council may have difficulty when considering awarding them a grant next year. The Clerk was also asked to request a copy of the minutes of their meetings and send a copy of the letter to the nominated Councillors.

**The Clerk was asked to write informing this organisation of the address of the nominated representative and to request that copies of their minutes are sent there.

***The Clerk was asked to write to this organisation to see if it would be possible to have two members of this Parish Council as representatives on their committee.

The Clerk was asked to write to these informing them of the Parish Council's new representatives on their groups.

8. Governor for St. Matthew's C of E Primary School, Donnington

Nominations were requested for a Councillor to represent the Parish Council on the Board of Governors at the above school. Proposed by K Watkins that Ms C Mason represent the Parish Council for this position.



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Resolved – that Councillor Ms C Mason represent the Parish Council on the Board of Governors for St. Matthew's C of E Primary School, Donnington.

9. To Confirm the Timetable for the Forthcoming Meetings for 2005/2006

The Clerk produced a draft timetable for meetings for the year. The Clerk was asked to check the availability of suitable venues for meetings to be held at Lilleshall on 18th July 2005 and Muxton on 6th March 2006. **Resolved** – that the timetable of forthcoming meetings be accepted.

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10. Auditors Report

The Chair read out the internal auditors report.

Resolved – that the Auditors report be accepted.

11. Signatories for Bank Accounts

Resolved – that the signatories for the Parish Council's bank accounts remain as Councillors Mrs E A Clare, Mrs P A Green, Mrs R Gregory and C Mason.

12. Insurance Renewal

The Clerk informed the Council that its Insurance Policy was due to be renewed on 1st June 2005 at a cost of £9027.90. The reason for the large increase in renewing the Policy was due to the fact that as a result of the census for 2001, which was only received last year, the population of the parish had risen from 10,000 to 13,152. This, therefore, affected the public liability content of the policy. **Resolved** - that the Clerk renews the Policy through Wem Insurance Brokers at a cost of £9027.90 and transfer balance of £2,843 from reserves into the relevant Insurance budget heading.

13. SALC Membership Renewal and appointment of representatives

Resolved – that under section 111 of the Local Government Act 1972 the Parish Council is to renew its membership to SALC at a cost of £1,073.91 with the representative for the Parish Council being Councillor K Watkins.

14. Bank Reconciliation

The Councillors received the bank reconciliation as at 31st March 2005.

Resolved - that the Bank Reconciliation be accepted as a true record.

15. Emergency Planning Briefing



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The Clerk informed the Council that whilst the Emergency Planning Briefing scheduled to take place in Shrewsbury would still take place, an alternative briefing would take place in Telford on 7th July 2005. Invitations for this will follow in the near future.

16. Mobile 'Phone Masts

The Clerk was asked to send all the information received regarding this matter to each Councillor and any comments made regarding this are to be sent to the Clerk so they can be passed on to the relevant personnel.

17. Year of the Volunteer

As this year is the year of the volunteer, a suggestion was made at the Donnington Partnership Executive Committee meeting to host a celebration for all the volunteers that serve the community.

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This would take the form of two stages: one would be the setting up an "awareness day" which would be held at Turreff Hall around June/July and the second would be a party for all the volunteers. A request was made by Donnington Partnership for two Councillors to help organise these events. **Resolved** – that Councillors K Watkins and Mrs V Verster be nominated to help organise this event and that Councillor A Baker invite volunteers from Lilleshall to attend the Council meeting to be held at Lilleshall so that the Parish Council can thank them for their work.

18. Correspondence

i. Lawley and Overdale Parish Council - Local Transport Plan.

The Chair read a letter received from Lawley and Overdale Parish Council concerning local transport within Telford and Wrekin. It requested that this Parish Council unite with them in lobbying The Borough Council to negotiate better transport provision from local public transport providers. The Clerk was asked to reply stating that the new Transport Plan of the Borough Council contained proposals to improve the issues raised and to inform them that the Bus service through Lilleshall was of a high quality.

ii. Transfer of Justices Licence at Redhouse Inn, Lilleshall.

The Chair informed the Council that an application for a transfer of Justices' Licence had been received from Michaela Hesbrook to Jaelyn Francis Barrowman for the Redhouse Inn, Lilleshall. The Council had no objections to this.



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iii. Central Trains Car Parking Charges

The Chair informed the Council that a letter had been received from Central Trains Limited regarding the proposal to introduce pay and display car parking charges at Telford railway station from the end of May. The Clerk was asked to write to Central Trains suggesting that an alternative method could be to include a link between the purchase of a train ticket and use of its parking facilities.

iv. Borough of Telford and Wrekin Local Development Scheme.

The Chair informed the Councillors that the Borough of Telford and Wrekin Local Development Scheme was available for Councillors to read at the Parish Office.

v. Invitation to Crucial Crew Open Day

The Chair informed the Council that an invitation had been received from Crucial Crew inviting Councillors to its open day on 25th May. Councillor C Mason indicated that he would like to attend this event.

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vi. Smiths Crescent

The Chair read a response from Carl Longland (Head of Mobility & Development Borough of Telford and Wrekin) regarding the Borough Council's policy on adopting roads and its proposal relating to Smiths Crescent. The Clerk was asked to send a copy of this letter to each resident concerned and Councillor C Mason would speak to Carl Longland to see if an estimate for the repair of the road could be obtained.

vii. SALC Seminars

The Chair informed the Councillors of the forthcoming Planning and Health and Safety Seminars which are to take place on 6th June and 26th May respectively. Councillors R Pitt and K Watkins asked to attend the Planning seminar and Ms C Mason asked to attend the Health and Safety seminar and would confirm with the Clerk if she was available. The Clerk was also asked to send to each Councillor a copy of NALC's Legal Update, Policy and Parliamentary Affairs Update and Employment Update.

viii. Annual Meeting and Mayor Making



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The Chair informed the Council that an invitation had been received inviting Councillors to the Annual Meeting and Mayor Making to be held at Oakengates Theatre on 19th May.

ix. Draft Provisional Local Transport Plan for Shropshire 2006 – 2011

The Chair informed the Council that the above is now available for consultation and can be found on Shropshire County Council's website. Councillors are invited to make comments and return them to Jan Cook – Senior Transport Planner by 10th June 2005.

x. Rural Transport Partnership

The Partnership is re-visiting its members to check whether or not existing members wished to continue being involved with the group. The Clerk was asked to complete the attached form on behalf of the Council indicating that it wished to remain in the Rural Transport Partnership.

xi. Ethical Standards Bulletin

Each Councillor received a copy of the Borough of Telford and Wrekin Ethical Standards Bulletin and Councillors Ms C Mason and J Thompson requested that they attend the Code of Conduct on the 8th June and 26th May respectively.

The meeting closed at 2055hrs.

Signed:

Date: