

Parish Councillors

Lilleshall Ward



Andrew Baker



John Hockin



Graham Platt

Donnington Ward



Elizabeth A Clare



Brian H Green



Patricia A Green



Jim Lavery



Clive Mason



John Thompson

Muxton Ward



Veronica J Brown



Martyn Edwards



Rose Gregory



Brenda Mason



Phil Norton

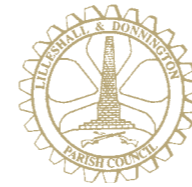


Keith Watkins

Parish Personnel April 2008

Clerk: **Ralph Morgan** Assistant Clerk: Angela Jordan
Estate Manager: Derek White Caretaker: Helen Whitehouse
All can be contacted at the Parish House in Turreff Hall, Turreff Avenue, Donnington.
Telephone: 01952 608001 Email: lill.donn.pc@btconnect.com
Website: www.ldpc.org

The Parish Council website is proving to be a great success. All Agendas and Minutes of meetings are published together with a list of Councillors, activities for young and old and links into the history of Donnington, Lilleshall and Muxton. To access the website, go to www.lldoc.org.



Lilleshall & Donnington Parish Council

Turreff Hall, Turreff Avenue, Donnington, Telford TF2 8HG
01952 608001

lill.donn.pc@btconnect.com www.ldpc.org



View of the Parish from Lilleshall Monument

Annual Report 2007 – 2008



Chair's Report

The elections in May 2007 saw this Parish Council achieve 100% return of elected members. It was one of a very few Councils to manage this, so I would like to thank all the electorate within this parish for taking the time to vote.

I was elected Chair to this Parish Council on 12th November 2007 due to the resignation of Councillor Ms Cindy Mason. I would like to take this opportunity to thank her for all the work undertaken with the Parish Council and within the community and wish her well in her new vocation.

The vacancy caused by her resignation was filled by a former Councillor, John Thompson, who was co-opted onto the Parish Council. I would like to welcome him back to the Parish Council and look forward to working with him again.

The main issue for the Parish Council this year has been a proposition by some residents of Lilleshall to break away from Lilleshall and Donnington Parish Council and form its own Lilleshall Parish Council. Information is still being gathered by various groups and forums based within the village to ascertain the feasibility of such a venture.

The Parish Council has and still is working closely with these groups to ensure that the information provided is accurate and that all the residents of Lilleshall are able to make their own informed decision.

I would like to congratulate those residents of Smith Crescent, Donnington on their hard work in raising enough funds to get their road to a sufficient standard and successfully petitioning Telford and Wrekin Council to adopt responsibility for it. The early part of this year also saw work completed on the leaking pit shaft on Oakengates Road. Thanks must go to both Borough Councillors for Donnington, Liz Clare and Clive Mason, for continually raising the issue at Borough Council level and haranguing its Officers to get the work completed.

It is with regret that the provision of the Community Bus around Donnington ceased on 1st April this year. This is due to very low usage despite it being run free of charge since the beginning of this year. Funding for this was provided through a joint partnership with the Parish Council, Donnington Neighbourhood Co-ordinator and Telford and Wrekin Council.

A new Beat Manager has been appointed for Muxton and I would like to welcome PC Duncan White to the area. The Parish Council continues to hold Community Engagement Meetings with the Police, Beth Johnson Housing Association and invited Officers from Telford and Wrekin Council at Muxton. I am pleased to say that these meetings are very well attended by local residents and the issues raised have mostly been dealt with before the next arranged meeting. Funding has now been made available for highway improvements in the area and it is hoped that this work will start in the early summer.

With the resignation of the Assistant Clerk Mrs Sue Wilson, who left in May 2007, the search for her replacement was successfully completed in June with the appointment of Mrs Angela Jordan. I would like to take this opportunity to formally welcome Angela to the Parish Council.

I would also like to take this opportunity in thanking Councillor Phil Norton for standing in for me as Chair due to my recent ill health and thank the Councillors, Clerk and all the staff for their hard work, support and help throughout the year.



Staff & Personnel Sub-Committee

Chair Mrs P A Green, Mrs V Brown, Mrs R Gregory, P Norton, G Platt, K Watkins.

Staff and Personnel is a Sub-Committee of the Finance Committee. Its membership consists of no more than seven members of the Council (Vice-Chair only included). This is to ensure that any redress against this sub-committee will be dealt with on a non bias basis headed by the Chair of the Parish Council. Members are selected at the Annual General Meeting of the Parish Council.

Meetings are scheduled as and when the Clerk and Chair consider necessary, lasting no longer than two hours.

The Sub-Committee's objective is to ensure that any issues relating to staff and personnel of this Parish Council are dealt with fairly and legally. Staff salaries will be discussed as and when necessary and any recommendations will be reported to and ratified at the next available full Council meeting.

The function of the Staff and Personnel Sub-Committee is to:

- Review recommendations for salary increases (with the Clerk for other staff) and make recommendations to full Council.*
- Manage any staff complaints, disputes or grievances and report their decision to full Council.*
- Oversee all aspects of the employment process from the initial investigation into whether a suggested position is in fact necessary through the formulation of a person and job specification, interviews, and finally to the offer of employment to the chosen individual after ratification by full Council.*
- Monitor and develop members of staff and review their training needs in relation to their posts.*
- Ensure matters relating to health, safety and welfare are reviewed regularly and that staff working environments adhere to Health and Safety in the workplace.*
- Consult on general staff matters.*

During 2007/2008 the Committee discussed the resignation of the Assistant Clerk and the appointment of her replacement together with the new pay scales issued by the National Association of Local Councils (NALC). It presented its recommendations to the full Council who ratified these and instructed the Clerk to implement them.

Assets Sub-Committee

Chair Mrs P A Green, Vice-Chair K Watkins, Mrs V Brown, Mrs R Gregory, J Lavery, P Norton.

Assets is a Sub-Committee of the Halls and Environment Committee.

The Sub-Committee's objective is to monitor and review the condition and value of all the assets owned by this Parish Council. It is to ensure that staff and members of the Council have the necessary equipment to carry out their tasks in a safe and efficient manner.

The assets held by the Parish Council are:

Fixed Assets	Estimated Value (£) as at March 2008
Turreff Hall	378,843.59
Cordingley Hall	642,699.85
Talbot Centre	41,664.08
Street Furniture:	25,027.97

21 x Bus Shelters, Benches
531 x Street Lights

Land (16 Acres)

Land opposite Muxton Primary School, Marshbrook Way, Muxton
Brands Meadow play area and woods, Muxton
Land to left of Muxton Primary School (looking at school), Marshbrook Way, Muxton
Land to rear of Saltwell's Drive through to play area next to St John's Church, Saltwell's Drive, Muxton.

There are, however, various covenants restricting the sale of the buildings and land and values given are for Insurance purposes.

Equipment

The Parish Council made no major purchases this year.

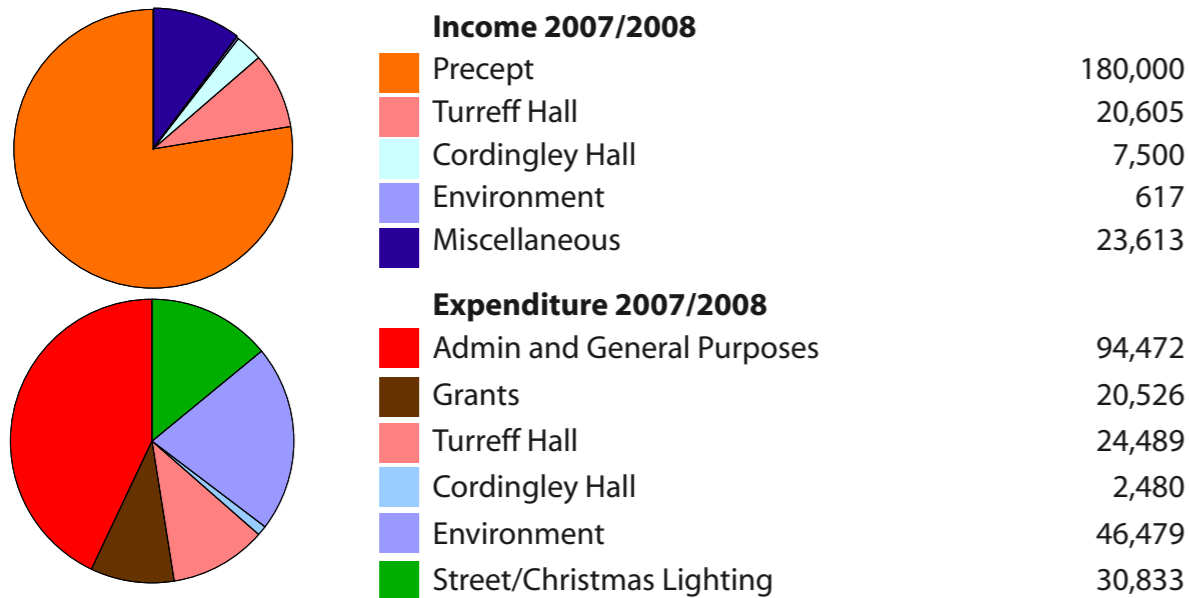
Finance Committee

Chair Mrs Liz Clare, Vice-Chair Clive Mason, Andrew Baker, Mrs V Brown, M Edwards, Mrs Rose Gregory, Mrs B Mason, J Thompson.



The Finance Committee monitors, oversees and reviews all matters relating to Council finances and its use of resources. It ensures the efficient and effective management of those resources and makes recommendations to full Council as appropriate. During the year 1st April 2007 to 31st March 2008 the Committee met a total of 4 times.

The Council's precept for 2007/2008 was set at £180,000 (an increase of 2.8%). This meant a cost of £42.45 to each household within the Parish as part of the Council Tax. This figure is set according to the number of Band "D" properties in the parish which is given at 4,240.



Grants totalling £20,526 were awarded to 24 groups and organisations that benefit the inhabitants within the Parish. Most notably the Parish Council awarded £5,000 to Lilleshall Memorial Hall towards the maintenance and refurbishment costs and to employ a consultant for future improvements to its facilities.

The Parish Council, working in partnership with Asda and the Wrekin Housing Trust, has jointly sponsored the Donnington Police Beat Manager's Vehicle (pictured).

For the fifth year running the Council has provided vouchers at Christmas for the pensioners residing in the parish which continues to increase in popularity every year. Last Christmas 1,000 pensioners claimed their vouchers.

Once again, the Parish Council successfully passed its Annual Audit Report which is made available to the public every year. Notices of when the accounts are available for inspection are displayed at the Parish Office and in the local press.

The Parish Council continues to ensure that "Best Value" is provided to the residents and electorate of Donnington, Lilleshall and Muxton.



Halls and Environment Committee

Committee Members: Chair Phil Norton, Vice-Chair Mrs Pat Green, Andrew Baker, Mrs Veronica Brown, Mrs Rose Gregory, J Hockin, Graham Platt, Keith Watkins.



The Halls and Environment Committee administers all buildings, bus shelters, street lights, benches and land owned by the Parish Council. Its aim is to ensure the efficient and effective management of those resources and make recommendations to full Council as appropriate. The Committee met five times during the year.

As this Committee deals with the maintenance and upkeep of the Parish Council's assets, a brief description follows of selected items of work and events that occurred throughout the parish during 2007/2008:

Talbot Centre, Lilleshall: Due to the poor condition of the fence surrounding the Tennis Courts the Committee applied for a grant to replace it. After applying three times the Council was finally successful and awarded a grant of £6,424 from the National Lottery Awards for All. Work installing the new fence was completed in March this year.



Bus Shelters: Renovation of the all bus shelters within the parish is now near completion. There are just a few shelters remaining in the Donnington and Muxton area. Work on these is scheduled for the forthcoming year.

Street Lights: Due to complaints of anti social behaviour in certain areas of Donnington the local Policing Team suggested this may be reduced by the installation of extra street lighting. Discussions were held and the Council agreed to install new street lights at Barn Close and Penistone Close and install a stronger light at James Way opposite the bus shelter. To date, the installation of these lights seems to have improved the problems that were being experienced at these locations.

Muxton Lane: As a result of Community Engagement Meetings (CEM) held at St John's Church, the Parish Council held consultations with Telford and Wrekin Council which has agreed to schedule road repairs to commence in the early summer to a sum of £30,000. Improvements to the road will occur between the junction of Saltwell's Drive and junction of Wellington Road.

Footpath, Rock Acres/Hillside East, Lilleshall: In August last year the Right of Way between Rock Acres and Hillside East was illegally closed. The Parish Council actively worked to re-open this footpath whilst trying to prevent any antagonistic feelings occurring between local residents. After much mediation the footpath was eventually re-opened and reinstated to its original condition.

Allotments: The Parish Council finally identified a piece of land for use as parish allotments. After negotiating with Telford and Wrekin Council to purchase the land a disagreement has arisen regarding the exact boundaries of the field with a third party. The Parish Council is unable to progress further with this matter until this dispute is resolved. It is hoped to keep parishioners informed of any progress through the parish newsletter.

Dog Fouling, Muxton: Due to the amount of dog fouling in Muxton Lane, irresponsible dog owners in this area will be targeted by the dog warden. New "scoop the poop" signs will be erected informing members of the public of the fines involved if they do not pick up after their dog.

Benches: New benches have been purchased and placed in the bus shelter opposite the Sutherland Arms in Muxton and opposite the junction of Willmore Lane, Lilleshall. Due to the forthcoming installation of a new bus shelter at High Mount, the bench originally situated there has now been moved to its new location at Lawndale, Donnington.

Champion Jockey, Donnington: The Council has been working in partnership with the police, Donnington Neighbourhood Co-ordinator and Telford and Wrekin Council to pressure Punch Taverns, owners of the Champion Jockey, Donnington, to secure the site thus preventing Anti Social Behaviour (ASB) and fly tipping. Unfortunately Punch Taverns ignored formal requests regarding this matter and Telford and Wrekin Council has now submitted a file of evidence to its Legal Department for the issue of a Notice under Section 215 Town & Country Planning Act (Untidy Land Notice). This will instruct them to tidy the land. Requests have also been made that they install security fencing to prevent further problems with the deposit of rubbish and ASB. This will also help prevent access to the land.

Litter, Muxton: Due to complaints received regarding the amount of litter in Fieldhouse Drive and Muxton Lane the Council has managed to get Telford and Wrekin Council to increase the regularity of the road and pavement sweepers in this area.

Speeding, Muxton Lane: Due to reports of vehicles speeding in Muxton Lane the Police carried out random speed checks using a hand held speed gun. A certain number of local residents were cautioned in regard to this matter. The Parish Council is now considering the purchase of its own "flashing" speed sign to use around the parish to remind drivers of the speed limits. The Police will continue to carry out random speed checks within the area.

Garden Competition: Each year the Garden Competition gets more popular and this year another high standard of entries were judged. Overall winners for 2007/2008 was Mr & Mrs Rozzell. Pictured being presented with the trophy by the Chair of the Parish Council Ms Cindy Mason is Mrs Rozzell. The winner of the Children's Container category was Miss I Slade Jones. Presenting the trophy to her is Councillor Mrs P A Green who donated the trophy.



Planning Committee

*Chair Keith Watkins,
Vice-Chair Andrew Baker,
Martyn Edwards, Mrs Pat
Green, Mrs Rose Gregory,
J Hockin, J Lavery, Phil
Norton.*



The Parish Council is a statutory consultant on planning applications. This means that it has the right and responsibility to give an opinion on all applications made to the Borough of Telford and Wrekin that occur within its parish boundaries.

Planning Committee meetings are scheduled as and when the Clerk and Chair of Planning consider necessary. It is left to their discretion whether or not to call a planning committee meeting when there are a large number of applications to consider. Otherwise the Clerk places planning applications on the agendas of the next available Council or committee meetings for discussion. This is to enable the Parish Council to respond within the time limit of two weeks given by the Borough Council. The Planning Committee met eleven times during the year 1st April 2007 and 31st March 2008.

The Committee's objective is to make every effort to ensure that decisions on all planning matters and other matters referred to the committee balance the wishes of the applicants against the effect of the plan on other residents of the parish and the character of immediate surrounding areas whilst preserving conservation areas, Green belt and local amenities.

From April 2007 to March 2008 the Council received a total of 120 planning applications for discussion and comments, up 36 on last year. These were made up as follows:

- Donnington 59 applications (38 last year)
- Lilleshall 32 applications (20 last year)
- Muxton 29 applications (26 last year)

The majority of applications received were for single or two storey extensions to dwellings and for the erection of conservatories. Larger developments discussed included applications for around 54 dwellings at Station Road, Donnington, together with outline planning permission for a residential

development at Winifred's Drive, Donnington.

One planning application which is still ongoing and proving slightly controversial is the proposal for a new medical centre to be built at School Road, Donnington. The Council's decisions regarding all applications can be found on its website www.ldpc.org or can be obtained from the Clerk at the Parish Office.

Tree Management Sub-Committee

Committee Members: Chair Mrs R Gregory, Vice-Chair K Watkins, A Baker, Mrs P A Green, P Norton, G Platt.

Tree Management is a Sub-Committee of the Halls and Environment Committee.

The Sub-Committee's objective is to monitor, manage and review the condition of all trees on Parish Council land. It is to ensure that the trees pose no danger to members of the public or staff employed in carrying out work in their vicinity. If the Estate Manager is unable to carry out work required on the trees then an external contractor shall be employed to undertake said work. This is due to the work often requiring specialist equipment and knowledge.

Tree maintenance was carried out this year at Saltwell's Drive, Muxton, to the rear of Thornton Park Avenue, where local residents had complained about the density of trees which were blocking light into their homes. Telford and Wrekin Council tree officer was consulted regarding this matter who kindly marked those trees that needed removing, not only to thin them out but to enable the trees left to flourish and become healthier. This work was successfully completed at the beginning of November 2007. Maintenance work was also undertaken to the trees and hedge at Marshbrook Way, Muxton adjacent to the school. Residents living in the vicinity of the hedge were consulted on the height of the hedge and informed when the work was to start. The reason for carrying out this work was to encourage growth at the base of the hedge and to maintain the health of the trees.

The Parish Council would like to thank the Arbocultural Officer from Telford and Wrekin Council for his time and advice.