



Lilleshall & Donnington Parish Council

Minutes of Halls and Environment Committee Held at Turreff Hall on Monday 16th February 2004

Present: Councillors J Thompson (Chair), A Baker, Mrs V Brown, B Green, Mrs P A Green, Mrs R Gregory, Ms C Mason, Mrs V Verster, K Watkins.

1. **Apologies:** Councillor J C Roberts (Holiday).
Resolved to accept apology.

2. **Declaration of Interest:** Cllr. A. Baker – Bus Shelters

3. **Bus Shelters**

Councillor A Baker left the meeting whilst this was discussed. The Clerk produced quotes to refurbish five bus shelters in Lilleshall. Concerns were raised regarding the condition of the bus shelter opposite Barclay Court and that perhaps work should be carried out on this shelter together with the two worst shelters in Lilleshall. Due to budget restrictions it was decided that work on the shelter opposite Barclay Court would be carried out as soon as possible in the new financial year and that the Clerk was asked to get a quote regarding this. After much discussion it was **resolved** that Johnson Renovations be offered the contract to carry out the necessary work on the three bus shelters located in Abbey Road, Church Road (outside residential home) and the shelter outside Lilleshall School, Lilleshall at a cost of £3,105.00 and that the Clerk ask Johnson Renovations for a quote for the shelter opposite Barclay Court, Donnington.

Councillor A Baker returned to the meeting.

4. **Brands Meadow Ball Court**

The Service Level Agreement between the Parish Council, Beth Johnson Housing Associates and Brands Meadow Residents Association was discussed and concerns were raised as to who would be liable if any injuries occurred during an organised game. The Clerk was asked to contact Andy Pritchard (Beth Johnson Housing) to enquire if he would be willing to sign to be responsible for liability during organised games. **Resolved** to agree to Service Level Agreement providing Beth Johnson Housing Associates sign to be liable for any injuries or damage which occurs during organised events on Brands Meadow Ball Court.

5. **Gardening Competition**

The Council discussed the forthcoming gardening competition which it is running in July this year. It was **resolved** that:



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- a. Categories and prizes for the competition would be:
- i. Environmental Friendly Garden. Using compost bins, water butts, chemical-free products etc. 1st Place £75.00, 2nd Place £25.00.
 - ii. Front Garden. 1st Place £75.00, 2nd Place £25.00.
 - iii. Back Garden. 1st Place £75.00, 2nd Place £25.00.
 - iv. Prettiest Container. 1st Place £50.00, 2nd Place £25.00.
 - v. Children's Container (Children under 12). The Chair Councillor Mrs P.A. Green would purchase a cup to be presented to the winner of this category. 1st Place £15.00, 2nd Place £10.00
 - vi. Patio/Courtyard. 1st Place £75.00, 2nd Place £25.00.
- b. The Parish Council Rosebowl would be presented to the overall winner but to be kept in the Parish Office. The Clerk is to get the winners name inscribed on it.
- c. There would be three judges. One independent judge (Councillor K Watkins to organise) and any two of the following; The Chair, Cllr K Watkins and Cllr J Thompson.
- d. The Clerk was to inform the parishioners of the competition in April's edition of the Parish Newsletter together with an entrance form for those wishing to compete.

6. Land Opposite Muxton Primary School

The Chair put forward an idea that the land opposite Muxton Primary School be tidied up and turned into a wildlife area. This would involve woodchip paths with wild flowers and small trees eg cherry blossoms scattered throughout. Cllr A Baker suggested that money could be obtained for trees from Telford and Wrekin "plant a tree" scheme. **Resolved** to carry out the above and that the Clerk obtain quotes for the work.

7. Stone Plinth

The Clerk explained that Asda, Donnington Wood was in the process of removing the large stone from its premises and was wondering if the Parish Council would want it. Whilst this seemed a good idea the Clerk was asked to get quotes for the moving of the stone and facing over with the Parish Council's logo prior to making a final decision.

Councillor A Baker asked for the approval from the Parish Council for stone plinth road signs for Lilleshall. He produced a template of the proposed sign and explained that as it was to be part of Telford and Wrekin Council's traffic calming project for the village and thus there would be no cost to the Parish Council. **Resolved** that the Parish Council approve these signs for Lilleshall and that the Clerk pass this decision on to Telford and Wrekin immediately.



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8. **Plans for “4 Ways” Interchange, Wrekin Drive, Donnington**

The Clerk informed the Committee that Telford & Wrekin Council were installing traffic lights at the interchange between Wrekin Drive and Oakengates Road/Queen’s Road and that the plans for the interchange were available in the office for their perusal. Concerns were raised that traffic would use Ewart Road as a short cut to avoid the traffic lights whilst the roadwork takes place.

9. **Councillor Surgeries**

The Clerk explained that part of becoming a quality Parish Council involved holding Councillor Surgeries and to this end produced dates for holding these at Donnington, Muxton and Lilleshall. Councillor Mrs R Gregory asked if surgeries could also be held at the Lifelong Learning Centre for the residents of Donnington Wood. The Council agreed that this would be a good idea and that the Clerk was to arrange it.

Councillors that volunteered for these surgeries are:

Donnington – Cllrs Mrs E A Clare and C Mason

Lilleshall – Cllrs A Baker, M Skelton and J C Roberts

Muxton – Cllrs Mrs V Verster and R Pitt

Donnington Wood – Cllrs Mrs R Gregory and K Watkins.

It was stated that should any other Councillor wish to attend the above then they should arrange it with the Clerk.

10. **Correspondence**

a. **Sutherland Arms, Wellington Road, Muxton.**

The Clerk informed the Committee that there was to be a change of licence at the above house into the name of Dean Willetts. **Resolved** that the Council had no objection to this.

b. **Stars News Shops**

The Clerk informed the Committee of an application for transfer at the Stars News Shop in Trench but as this was out of the Parish it was for information only. The Clerk was asked to inform Wrockwardine Wood and Trench Parish Council of the application.

c. **Remuneration Panel**

The Clerk informed the Committee that the Remuneration Panel was meeting again to look at the relative size and expenditure levels to determine appropriate allowances and that it hoped to circulate these levels as soon as they are known.

d. **Register of Interest**

The Clerk asked the Councillors present if they had read the letter regarding the Register of Interests that was circulated with the agendas and



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that if it was applicable to them as Councillors to amend their own personal Register of Interest form in the Parish Office.

Private Session

Resolved that under the Local Government Act 1972 that 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.

11. Staffing

The Clerk was asked to carry out an Official Job Evaluation of the Estate Managers duties. Cllr Mrs P A Green stated that since employing the Estate Manager legislation had changed somewhat and whereas tasks could be carried out immediately before, there was now a requirement for certificates, and Health and Safety issues to be assessed. If the Clerk identified any requirements arising from these issues then the Estate Manager should attend training courses to achieve the necessary qualifications. Cllr A Baker stated that it was unfair to expect any person to carry out a task that they were not skilled at. The Clerk was asked to report his findings to the Council at the next Halls and Environment Committee meeting.

The meeting closed at 2135hrs.

Signed:

Date: