
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the Full Council meeting held on **Monday 18th March 2019** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors

S Unwin (Chairman)
H Unwin
J Johnson
S Vaughan-Hodkinson
G Sinclair
L Ricketts
S Snell
J Creed
C Prescott
C Turley
S Bowers

In Attendance:

Katrina Baker (Clerk)
G Johnson (HARPC)
4 Members of the public

F19/2448

WELCOME & PUBLIC SESSION

Councillor S Unwin, Chairman, opened the meeting and thanked everyone for attending.

PUBLIC SESSION

The residents in attendance expressed their concerns regarding the introduction and installation of the traffic scheme for Dale Acre Way and the numerous speed bumps. Whilst they accepted that there was a need to slow down the traffic, and to reduce the number of vehicles travelling through Hollinswood, they were disappointed that they had not been consulted directly about the proposals, as they would have objected. TWC had informed them that most of the consultation was by social media, although it was also confirmed that an article had been in the newspaper and that notices had been put on nearby poles.

There was a view that there were too many speed bumps and that they were too high. They have to drive over them at around 5 – 7mph and then they have other vehicles coming up too close to them and some drivers are abusive. This is a hazard and could cause an accident or incident.

They have low cars and due to severe disabilities, they are adversely affected every time they leave their home. They feel that they are being discouraged from leaving home.

They are also concerned about the pollution caused by having to stop and start.

They are requesting that some of the humps are removed and that an access is provided so that they can get in and out of their estate without discomfort.

Parents from HPS have remarked on the safety improvements at the start and end of the school day.

TWC has confirmed that they will be monitoring the scheme, as with all new schemes, for a period of around 6 months. The bumps are 65mm high, the lowest bump available to use in such a scheme. All schemes use the same criteria. There has been a clear reduction in the number of vehicles travelling through Hollinswood and it appears that the average speed has reduced as a result of the scheme. Following the monitoring period, ATCs will be installed across the road to

Hollinswood Neighbourhood Centre, 7 Downemead, Hollinswood, Telford TF3 2EW Tel: 01952 567961

E-mail:- enquiries@harpc.org.uk Website:- www.hollinswoodandrandlaypc.org.uk

Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Charter –
A commitment by all to work together for the benefit of the wider community.

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record the number, type, size and speed of vehicles and if it is agreed that some remedial work is required to the scheme, TWC will consult on the proposals.

The police will be asked to attend whenever shift patterns allow, to observe any inappropriate behavior as a result of the scheme.

F19/2449

APOLOGIES

Cllr P Roberts

In Brussels

Received after the meeting

F19/2450

DECLARATIONS OF INTEREST

Cllr S Unwin

User of RCC, FoHRV, Randlay Primary School, SNAC

Cllr H Unwin

User of RCC, FoHRV, RPS, SNAC

Cllr J Johnson

User of all community buildings, HPS, Personnel Committee

Cllr S Vaughan-Hodkinson

FoHRV, FoTTP, SNAC

Cllr C Turley

FoHRV, FoTTP, SNAC

Cllr J Creed

FoHRV, FoTTP, SNAC

Cllr C Prescott

FoHRV SNAC and RCC

Cllr S Snell

SNAC

F19/2451

MINUTES OF THE MEETING HELD ON 18th FEBRUARY 2019

Councillor Mrs Unwin presented the Minutes of the last meeting, which had been circulated. It was proposed by Cllr Prescott and seconded by Cllr Sinclair, all were in favour and thus it was

RESOLVED that the Minutes of the meeting held on 18th February 2019 be signed as a true record.

F19/2452

MATTERS ARISING – for information only

F19/2435

A meeting with Idverde regarding local work and possible joint projects will take place next week.

The lights have been installed in the loft at The Pavilion and a leak has been identified in the roof which will need repairing before the area can be used for storage.

F19/2446

The Nedge Hill access road and site have been cleared of fly tipping and litter, although there is still more to do.

The footbridge to Stafford Park has been improved, with wire placed on the footboards to prevent accidents and side boards have been replaced.

F19/2453

ASSET & PROPERTY COMMITTEE

a) Councillor H Unwin presented the Minutes, which had been circulated to all members, for information.

b) Recommendations

i) Councillor H Unwin proposed that £332.30 be earmarked for additional work that may be necessary on the front doors at RCC, following the upgrade work being undertaken by TWC. This was seconded by Councillor G Sinclair.

ii) Councillor Unwin proposed that the Parish Council accepts the quotation of £1350 for the replacement of the door and panels at Hollinswood Neighbourhood Centre.

All were in favour and thus it was

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RESOLVED that £332.30 be earmarked for possible work to the main front doors at RCC and that the order for the replacement door and panels at HNC be placed for installation as soon as possible.

c) Confirmations

- i) Gift Vouchers will be purchased as a thank you to our PET operative as he transfers to Idverde on 1st April 2019. These will be purchased from the Chairman's Fund and be a gift from the Councillors, Staff and Residents.
- ii) The Parish Council had informed TWC that they could not consider the Leader's request for funding to be made available to Idverde, the new contractor for environmental maintenance, as insufficient notice was given to include this on a relevant agenda for discussion and that no decisions can be made until information regarding what is included in the contract has been shared with the Parish Council.

F19/2454

FINANCE & AUDIT COMMITTEE

- a) Councillor H Unwin presented the Minutes of the meeting held on 4th March, for information.
- b) Recommendations
Councillor H Unwin recommended that the Parish Council subscribe to the Facilities package of Edge Designs, for our bookings system and invoicing. This was seconded by Councillor Sinclair, all were in favour and thus it was

RESOLVED that the Facilities Package be added to the Finance Package for the duration of the contract with Edge Designs.

- c) Payments
A full list of payments is available. All expenditure over £100 will be listed on the website report.
- d) Financial Reports
Members received details of the Income & Expenditure for February, Payments against Budget, Aged Analysis and the Bank Balance.
- e) Updates
Funding has been identified in order to continue to move forward with the project to regenerate the back room at the Pavilion. This will include the provision of a kitchen, redecorating, new doors and flooring.

F19/2455

PERSONNEL COMMITTEE

Councillor Johnson and G Johnson left the meeting

- a) Councillor Vaughan-Hodkinson presented the Minutes of the meeting held on 5th March, for information.
- b) Recommendations

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Garden Maintenance Scheme

It was proposed by Councillor Vaughan-Hodkinson and seconded by Councillor Prescott that the hourly rate for additional garden maintenance would increase to £9.00 per hour. All were in favour and thus it was

RESOLVED that additional garden maintenance, over and above the front lawn maintenance for senior citizens and disabled residents, will increase to £9 per hour.

Social Media Policy

The agreed policy, as provided by TWC, will be included in the Members' Pack for 2019/20, in the meantime all Members are reminded of the policy commitments, especially during Purdah.

Chairman's Award

The successful nominations will be invited to attend the Annual Parish Meeting. The Mayor of Telford & Wrekin, Councillor Mehta, will be attending and he will also be presenting his Awards.

Councillor Johnson and G Johnson returned to the meeting

F19/2456 CORRESPONDENCE

All correspondence for Members had been circulated and this included information from SALC and TWC.

- i) TWC request for items to be considered by Scrutiny Committees.
Members agreed that the issues relating to the Planning Process and determination of applications, including the applicant submissions should be scrutinized.

F19/2457 PLANNING

Councillor C Turley declared an interest and left the room

a) **TWC/2019/0180 50 Deepdale, Hollinswood – change of use**

Members expressed concerns regarding the inaccurate and incomplete application form. This is a continuing problem which is being taken up with TWC. However, on this occasion the Parish Council resolved not to be able to support the change of use due to the queries regarding the company involved. Questions will be asked about the staffing ratio, qualifications, inspections, licensing and monitoring. As an 'assisted living' facility, the information is important to ensure that the requirements of safe-guarding and corporate parenting, depending on the residents, are met to a satisfactory standard.

RESOLVED that Hollinswood & Randlay Parish Council could not support this application and would request answers to the queries prior to further consideration. The previous concerns regarding cars, parking and access have not been addressed. This facility will be in a residential area and Councillors believed that they have a duty-of-care to the neighbours and nearby Southwood Hub, School and Businesses to ensure that it is suitable.

- b) **TWC/2019/0186 RHP Communications - Stafford Park 18- telecommunications mast**
Once again the application form was not entirely accurate as it stated that it would not be seen from the highway. The high structure will be visible and Members requested that TWC

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consider the length of time for the construction process, the potential disruption to businesses during construction, and the effect on phone users.

c) **TWC/2019/0221 5 Shamrock Way, Randlay – tree works**

Members questioned the need for this application as the tree was not in the garden of the property and was not a large tree causing encroachment onto the driveway. The Parish Council will insist that a Tree Officer visits and offers advice based on the condition of the tree.

F19/2458 WEST MERCIA POLICE REPORT

No-one was available to attend the meeting tonight. Superintendent Paul Moxey has accepted the invitation to attend the Annual Parish Meeting on 29th April 2019 as our Guest Speaker, it is hoped that local residents will attend to offer opinions and to ask questions.

F19/2459 CHAIRMAN'S REPORT

a) **Chairman's Charity**

The recent Vice Chairman's event has raised a further £425.00 for the charity.

b) **Report**

The Chairman & Vice Chairman had attended a very enjoyable evening with the Mayor of Telford & Wrekin at 'Bollywood'.

A spring clean event has been arranged for Sunday, 31st March from 10am until 12 noon, starting at Randlay Community Centre, with refreshments available after the event. Equipment will be available to borrow for the day – everyone welcome.

c) **Councillor's Report**

Councillor Creed had expressed concerns regarding areas of flooding in the Parish which have been reported.

The clerk reported that the new contractors for Highway Maintenance have included in their contract that they will clear all road drains across the Borough in the first twelve months of the contract, this is likely to equate to a significant task but one that is much needed to address many of the flooding problems.

Councillor Turley had attended the Audit Training organized by SALC and a seminar 'Raising Awareness of Abuse' which was a very moving experience.

F19/2460 MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Chris Turley updated Members on a wide range of issues and confirmed the information available at the recent Cabinet Meetings.

Councillor Connor Furnival had provided a written report which had been circulated and is available on the website.

19/2461 CLERK'S REPORT

a) **Dale Acre Way – speed control**

The Clerk updated members in that TWC and the police both believe that the number of vehicles using Dale Acre Way has decreased since the installation of the road humps. This is, in some way, due to the decrease in use as a 'through road'. A number of local residents have also stated that they believe overall the speed of traffic has reduced. However, there

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remain concerns regarding buses that can travel over the humps without an effect due to the wide wheel bases.

There are, however, some local residents that disapprove of the scheme because of the effect the humps have on their vehicles and some have reported that they affect their health due to increased back pain. Some have also reported to TWC and the Police that they feel threatened by some drivers that object to them slowing down to get over the humps.

b) Elections

Hollinswood Neighbourhood Centre and Randlay Community Centre will be used as polling stations on 2nd May 2019. Limited access will be available during the day and some user groups have had to cancel their sessions for the day.

c) SNAC – Table Tennis Table

The SNAC @ HARP application for a free table tennis table was successful and it has been delivered. Members of a local table tennis group have offered to assist in the use and promotion of the facility which will be available at The Pavilion.

F19/2462

SPECIAL NEEDS ACTIVITY CENTRE

Members declared their interests as necessary.

An open afternoon will take place at The Pavilion from 4pm until 6pm on Sunday 24th March 2019. This will be an opportunity for Members to discuss with parents their aims and aspirations for the SNAC in Telford.

F19/2463

SUSPEND STANDING ORDERS

RESOLVED to suspend Standing Orders in order that the remainder of the Agenda can be completed at this meeting.
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F19/2464

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Chris Turley, Chairman, will be completing the financial monitoring form for the TESCO Bags for Life funding that has enabled the work on the disabled path. Details of the amount due to TWC and what other projects are achievable at this time, will be available and will be discussed at the next meeting.

Creed updated members on the Brook Project – phase one is to reduce the pollutants and improve the flow.

Leigh has offered to monitor pollution levels on a regular basis.

The next meeting will consider potential future projects, whilst addressing the issues around volunteer recruitment, stolen fence posts, a leak from a STW drain and unauthorized camping in the Valley.

Telford Woods is to undertake the management of Woodland in Telford & Wrekin and will be working with partners and volunteers on environmental projects. Randlay Valley will benefit from this scheme and we are already in touch with some local companies.

F19/2465

PARISH MATTERS

Members reported the following matters for investigation / action

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- a) Abbey Fields sign still missing
- b) Condition of the road to Nedge Hill, litter and fly-tipping – to be actioned by the PET team and volunteers
- c) Damage to grass and verges by utility lorries (Western Power) at Boulton Grange.
- d) A project to 'tidy up' The Nedge is to be led by a partnership of Telford Woods, the Police and Parish Councils.
- e) Concerns were expressed about the time taken to fill in the underpasses, although we are assured that the work is coming to a conclusion.
- f) The PET team will check out the flooding problem in the underpass – whilst some remedial work can help, the issue is far greater and will need infrastructure work. The following items had been raised at the recent Councillors Surgery.
- g) A request for a bench between Mill Farm Drive and Randlay Centre will be considered in the future. The route could be a 'social experience'.
- h) Issues outlined by Randlay School Teachers and parents will be, once again, reported to the local police.
- i) Concerns regarding tenants and landlord issues will be reported to TWC. A wider concern was discussed regarding the number of HMOs in the Parish and other properties where sub-letting may be an issue.
- j) Consideration should be given to a request for TWC to adopt the highway outside of Randlay Primary School so that it can be 'policed' and action taken against irresponsible drivers.
- k) Concerns continue regarding suspected homelessness in the Parish.

F19/2466

FUTURE MEETINGS

29 th April 2019	7pm	Annual Parish Meeting
20 th May 2019	7.30pm 8.00pm	Annual General Meeting First meeting of the new Council

There being no further business, the chairman thanked Members for their important contributions to the meeting and closed the meeting at 9.40pm. This is the last Full Council meeting of the current Parish Council. The Chairman thanked everyone for their help and support and wished them well in the coming elections, if they are standing for re-election.

SignedDate.....

Please note that these minutes will remain DRAFT until confirmed as a true record at the next Full Council meeting which will take place on 20th May 2019.