
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the Full Council meeting held on **Monday 20th May 2019** at **Hollinswood Neighbourhood Centre** at **8.30pm**.

PRESENT: Councillors S Unwin (Chairman)
H Unwin
J Creed
V Holt
J Johnson
L Ricketts
G Sinclair
S Snell
C Turley
S Vaughan-Hodkinson
E Dalby (from minute F19/2486)

In Attendance: Katrina Baker (Clerk)
G Johnson
S Fisher
2 Member of the public
Press

F19/2485 WELCOME & PUBLIC SESSION

Councillor S Unwin, Chairman, opened the meeting and thanked everyone for attending. The Chairman's Charity 18/19 had raised £2169.22 which has enabled the purchase of two defibrillators and heated cabinets. There is a balance left in the Charity Account.

PUBLIC SESSION

Concern was raised with regards to the condition of grass cutting and other maintenance in and around the Parish.

F19/2486 VACANCIES

Members had previously confirmed that it is their wish to co-opt to fill both vacancies as soon as possible.

Two applications had been received and personal statements had been circulated to all members. Ocandidate was in attendance and Members had an opportunity to ask questions. The candidate was asked to leave the meeting room and a secret ballot took place. There was one abstention and 8 votes in favour and Members invited Mrs E Dalby to accept a position on the Parish Council.

It was agreed to ask the other candidate to attend the June meeting as insufficient votes had been received on this occasion.

It was proposed by Councillor S Unwin and seconded by Councillor H Unwin that Mrs E Dalby be co-opted onto Hollinswood & Randlay Parish Council, with one abstention, this was agreed and it was

RESOLVED that Mrs E Dalby be co-opted a Parish Councillor. Her term of office will be for four years.
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DECLARATION OF ACCEPTANCE OF OFFICE

Councillor E Dalby read and signed the Declaration which was witnessed by the Proper Officer of the Council. There is also a requirement that a DPI and DBS form be completed as soon as possible.

F19/2487 APOLOGIES

None

F19/2488 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, Planning
Cllr J Creed	FoHRV, FoTTP, SNAC
Cllr S Snell	SNAC

F19/2489 MINUTES OF THE MEETING HELD ON 18th MARCH 2019

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

RESOLVED that the Minutes of the meeting held on 18th March 2019 be signed as a true record.
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F19/2490 MATTERS ARISING – for information only

- a) Replacement Door at Hollinswood Neighbourhood Centre
Unfortunately, the contractor has let us down on a number of occasions, it is hoped that the work will be completed before the end of May 2019.
- b) Facilities IT package
This has now been installed and information is being uploaded. There will be a trial period before this goes live.
- c) Information from Parish Matters raised at the last meeting
 - i) Abbey Fields sign still missing
 - ii) The PET team had worked to improve the area at The Nedge, particularly undertaking the litter picking and fly tipping
 - iii) Some of the damaged caused by HGVs on verge has been reinstated.
 - iv) The PET had assisted with the flooding issue under the underpass – this will also be passed to TWC and the new contractors.
 - v) Consideration of the provision of a bench, this will be added to the next A & P agenda.

F19/2491 LITTER ELIMINATION ACTION FUND (LEAF)

The ultimate aim of the LEAF scheme is to establish volunteer groups across each region of the UK and within each Parish or community in every region. Members were keen to ensure that there is no conflict with the Street Champions Scheme but agreed to set up a trial project,

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working with Chad, TWC, and Phil Haigh, Idverde. This project will be managed under the Events Committee and an initial meeting will be arranged with Cllr Creed.

F19/2492

DEMENTIA FRIENDLY COMMUNITY

The Alzheimer's Society is promoting the need for communities to become more aware of the condition and to support local residents and visitors to the area.

It was proposed by Councillor S Unwin and seconded by Councillor Holt that Hollinswood & Randlay Parish Council works towards becoming a Dementia Friendly Community and registers with the Society for support and information. All were in favour and thus it was

RESOLVED that the Parish Council works towards becoming a Dementia Friendly Community and will set up a Steering / Working Group to, initially, raise awareness, identify 'friends', introduce training and visit the schools.
The next stage would be to involve people that are affected before identifying areas for action.

F19/2493

CLIMATE CHANGE MOTION

Councillor H Unwin presented the principles around Climate Change and introduced a proposed motion which had been received from Wrekin Area Committee of SALC, which had passed the motion to call on all TW PTCs to reach out to the local communities. This has already been adopted by Shropshire Council and many others, with a wish to become carbon neutral by 2030. The motion looks for the Parish Council to initially undertake an audit by the end of 2019/20. Members discussed some ways in which they and the Parish Council can be involved, such as planting trees where appropriate and to ask all Councillors (and possibly user groups) to make a pledge to undertake at least one project to meet the aims of the motion. This was proposed by Councillor H Unwin and seconded by Councillor Creed, all were in favour and thus it was

RESOLVED that in order to facilitate the reduction of carbon emissions, Hollinswood & Randlay Parish Council will commit to becoming a carbon-neutral organisation by 2030, create a carbon audit and action plan by the end of 2019/20.

- **Set up a Steering Group / Working Group from within the Asset & Property Committee**
- **Where relevant, include carbon emissions implications in officers' reports**
- **Seek ways to facilitate and encourage our community in reducing direct and indirect carbon dioxide emissions**
- **Encourage more sustainable transport, reduce energy use in homes and businesses, production, sale and consumption of locally sources food, reduce consumption of animal products**

F19/2494

CORRESPONDENCE

All correspondence for Members had been circulated and this included information from SALC and TWC. Requests for discussion have been included on the Agenda

F19/2495

PLANNING

Councillor C Turley declared an interest

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

Members continued to express regarding this application, even though some amendments had been included. Whilst the additional parking was welcomed, there could still be congestion in the estate. The Parish Council resolved not to be able to support the change of use due to the queries regarding the company involved. Information is not available

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regarding the company, its history, experience, licensing and there were no trading accounts available since it was set up in 2017. 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. There are still too many unanswered questions and therefore it was

RESOLVED that Hollinswood & Randlay Parish Council could not support this application.

b) **TWC/2019/0341 Ken's Cabin, Stafford Park 4**

This application, in part, is retrospective and members shared concerns regarding the number and size of additional units on this, already crowded site. There will be a reduction in car parking space and increased traffic.

RESOLVED that Hollinswood & Randlay Parish Council could not support this application.

F19/2496

WEST MERCIA POLICE REPORT

Members were grateful that Superintendent Paul Moxey had attended the Annual Parish Meeting, it was good to hear his commitment to our area and his plans to make best use of the resources available.

The Clerk had attended an event, hosted by Radio Shropshire, at which the Superintendent and the Police & Crime Commissioner answered questions. Compared to other areas within West Mercia, we are fortunate. Our crime rate remains quite low.

F19/2497

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Chris Turley, Chairman, and Creed, Environmental Officer, continue to raise awareness of the Valley and to work with TWC and volunteers to enhance the experiences for anyone visiting the Valley and enjoying the open space. Thanks were extended to Sheenagh Unwin, Events Co-ordinator, for organizing activities which invite people to visit the Valley.

The walk as part of the May Day event was led by Creed and was enjoyed by those who attended. The bin, at the bottom of the steps, requires emptying.

The next volunteer day is 4th June, 10am at The Pavilion. Everyone is welcome. Later in the day, there will be a FoHRV meeting at 7pm at Hollinswood Neighbourhood Centre.

F19/2498

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor C Turley & Councillor V Holt updated Members on the outcome of the election and the Annual Meeting of the Council will take place on 23rd May, after which more information will be available.

F19/2499

CLERK'S REPORT

a) **Environment and Waste Contract**

Concerns remain regarding the service level agreements included in the new contract. However, TWC insist that it is early days and that the contractors will be in a position to meet the standards soon. Local residents have commented on the condition of bus stops and underpasses since the PET team ceased.

b) **Parish Environmental Services**

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The Clerk had produced a report, which had been circulated to all Members for consideration.

TWC has offered one of their redundant vans to the Parish Council at a fair price. The provision of a van would enable the Parish Council to undertake a number of tasks, previously done by the PET team, which as yet have not been undertaken by the contractors. The Parish Council will be able to respond to residents' requests in a timely manner. Whilst it is recognized that we should not be undertaking tasks that are the responsibility of the contractor, we also do not want to be seen as not responding to the local residents. The provision of the garden maintenance service will also be better organized with the use of the van, along with tasks required at events.

It was proposed by Councillor Vaughan-Hodkinson and seconded by Councillor Johnson that the Parish Council should purchase the van, tax and insure it and use it to ensure that the residents receive a good service. All were in favour and thus it was

RESOLVED that the Parish Councils purchases a used Renault Traffic (09 registration) vehicle for use by staff only to undertake tasks within the Parish for the betterment of the community. Details of all the costs are available on request.

c) Parish Charter Monitoring Group

Councillor Sinclair has been nominated to the Group by Stirchley & Brookside Parish Council. Anyone interested in being nominated from Hollinswood & Randlay can contact the Clerk.

d) Election Expenses

Parish Councillors are reminded of the need to complete an Election Expenses Return Form by the end of the month, this is a legal requirement.

F19/2500

SPECIAL NEEDS ACTIVITY CENTRE

Members declared their interests as necessary.

The work to regenerate the back room at the Pavilion is progressing well and the kitchen will be fitted during the half term holiday period.

There will be a meeting on 24th May at 1pm and a further meeting on 31st at 1pm with TWC. A meeting of the Steering Group has been arranged for Wednesday, 5th June 2019 at 6.30pm at Hollinswood Neighbourhood Centre.

F19/2501

PARISH MATTERS

Members reported the following matters for investigation / action

- a) Enhanced CCTV at the local centres
- b) Diversions due to roadworks on Randlay Avenue / Stirchley Avenue junctions and suspended bus stop
- c) Table top speed ramp, Randlay Avenue
- d) Potholes in the road outside of Randlay Primary School
- e) Commercial vehicles parking on footpaths
- f) Litter following grass-cutting
- g) Damage in Randlay Valley, a protected wildlife area, following maintenance tasks
- h) Unacceptable spraying in Randlay Valley
- i) Abandoned trollies
- j) Potholes in Dunstone

Hollinswood Neighbourhood Centre, 7 Downmead, 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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k) T50 scheme to refill water vessels

Matters raised at the recent 'Meet Your Councillors' morning

- l) Dropped Kerb in Long Meadow
- m) Slippery moss in Bryony Rise
- n) Boarded up area of Randlay – possible wildlife, nature area
- o) Designs for the care home
- p) Chewing gum and cigarette ends outside of Randlay shops
- q) Future use The Barn, Randlay

F19/2502 FUTURE MEETINGS

30 th May 2019	7.00pm	Asset & Property Committee
	8.00pm	Finance & Audit Committee
3 rd June 2019	7.00pm	Events Committee
	8.00pm	Personnel Committee
17 th June 2019	7.00pm	Complaints Committee
	7.30pm	Full Council

There being no further business, the chairman thanked Members for their important contributions to the meeting and closed the meeting at 10.00pm.

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 17th June 2019.