
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the Full Council meeting held on **Monday 16th December 2019** at **Hollinswood Neighbourhood Centre at 7.35pm.**

PRESENT: Councillors

S Unwin (Chairman)
H Unwin
J Creed
E Dalby
J Johnson
G Sinclair
S Snell
C Turley
S Vaughan-Hodkinson
V Holt
T Wust

In Attendance:

G Johnson
Katrina Baker (Clerk)

F19/2586 WELCOME & PUBLIC SESSION

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

PUBLIC SESSION

None

F19/2587 APOLOGIES

Cllr L Ricketts	Work Commitments	Accepted
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It was proposed by Councillor Johnson and seconded by Councillor Turley that the apologies be accepted.

RESOLVED that the apologies as listed be accepted.

F19/2588 DECLARATIONS OF INTEREST

Cllr S Unwin	User of RCC, FoHRV, Randlay Primary School,
Cllr H Unwin	User of RCC, FoHRV, RPS,
Cllr S Vaughan-Hodkinson	FoHRV, FoTTP,
Cllr C Turley	FoHRV, FoTTP, Planning Applications
Cllr J Creed	FoHRV. FoTTP,
Cllr E Dalby	FoHRV
Cllr J Johnson	User of Pavilion, HPS

F19/2589 MINUTES OF THE MEETING HELD ON 18th NOVEMBER 2019

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

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

F19/2590 MATTERS ARISING – for information only

- a) The initial consultation letters have been circulated in Whitworth Drive and no objections had been received. The TRO will be advertised in the New Year. Letters relating to Deepdale and Dallamoor will be delivered in the New Year.

F19/2591 FINANCE & AUDIT COMMITTEE

a) Reports

Councillor H Unwin presented the Minutes of the meeting held on 25th November 2019, for information.

b) Recommendations

There were no recommendations.

c) Financial Reports

A copy of the Aged Analysis had been circulated, three reminders are necessary but there are no concerns at this time.

F19/2592 ASSET & PROPERTY COMMITTEE

a) Reports

Councillor H Unwin presented the Minutes of the meeting held on 25th November 2019, for information.

b) Recommendations

A – Waste contract

It was proposed by Councillor Unwin and seconded by Councillor Johnson, all were in favour and thus it was

RESOLVED that the waste contract be awarded to Gaskells, which represented a saving over £494 per year.

B – Mobile Room Divider Boards

It was proposed by Councillor Unwin and seconded by Councillor Dalby, all were in favour and thus it was

RESOLVED that the Parish Council should purchase six sets of 2 boards for use as a room divider at Randlay Community Centre at a reduced cost of £1050.00.

C – Upgrade to LED lights

This item was deferred until a future meeting.

D – Intruder Alarm, Randlay Community Centre

It was proposed by Councillor Unwin and seconded by Councillor Turley, all were in favour and thus it was

RESOLVED that the Parish Council upgrades the intruder alarm to include a commercial unit with monitoring system at a total cost of £800.

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E – Disabled Access Ramp and Handrail at The Pavilion

In order to further enhance the provisions available for SNAC at The Pavilion, it was proposed by Councillor Unwin and seconded by Councillor Dalby, all were in favour and thus it was

RESOLVED that the Parish Council enters into a contract with Bulbs and Ballcocks for the provision of the wooden ramp and handrail. We will request the silver composite decking to offer a disabled access to the SNAC room at the side of the building.

F – Intruder Alarm at The Pavilion

It was proposed by Councillor Unwin and seconded by Councillor Turley, all were in favour and thus it was

RESOLVED that the Parish Council installs a commercial alarm system, with monitoring at The Pavilion at a cost of £1100.

G – Street Light and associated works at The Pavilion

Our electrical contractor has been investigating various options to provide a suitable and affordable street light for the gate area of The Pavilion. The quotations previously received from TWC and the Street Lighting company have been cost prohibitive.

Whilst ascertaining the relevant information, it became clear that emergency work is required at The Pavilion in order for the electricians within the building to become safe. By bringing together the existing order to provide external lights to the building, the upgrading of the system within the building, to provide individual switches for each area within the building and to provide the street light on a dusk to dawn programme, a more cost effective and affordable package has been possible. It was proposed by Councillor Unwin and seconded by Councillor Sinclair, all were in favour and thus it was

RESOLVED that the Parish Council will employ the services of Lime Electrical to provide the electrical works as per the schedule at a total cost of £3037.14 which is within budget.

H – Pavilion Room Hire

Councillors H & S Unwin left the meeting

It was proposed by Councillor Turley and seconded by Councillor Johnson that a three-month financial package be offered to the afterschool club at The Pavilion, all were in favour and thus it was

RESOLVED that the Parish Council offers a three-month financial package to support the afterschool provision at The Pavilion.

Councillors H & S Unwin returned to the meeting.

F19/2593

CORRESPONDENCE

All correspondence for Members had been circulated and this included information from SALC and TWC. There have been no requests to include items on the Agenda.

F19/2594

PLANNING

a) Reports

None

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- b) **TWC/2019/0951** **Change of Use to Health & Fitness Centre at Unit 4B Kendall Estate, Stafford Park 6**

RESOLVED that whilst the Parish Council had no objections to the change of use, a request would be included to ensure that adequate and appropriate parking is available and that any traffic management needs are included. Also, if possible, to encourage the provision and use of a bicycle park.

F19/2595 WEST MERCIA POLICE REPORT

No report had been received.

F19/2596 FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

C Turley, Chairman, and Councillor Creed update members on recent work and discussed plans for the New Year. Volunteers have offered to assist Hollinswood Primary School with work needed at their Forest School and a working party will visit on 6th January, meeting at 9am. The Friends volunteer day on 7th January will concentrate on footpath edges and a litter pick. A meeting with Mark Latham regarding the remaining work required for the LNR status, will take place in the New Year.

A walk will be arranged on 28th December from 10.30am at the Pavilion – everyone welcome, weather permitting.

F19/2597 CHAIRMAN'S REPORT

Councillor S Unwin announced that the Chairman's Charity currently has exceeded £2000, quite an achievement, with thanks to everyone who has helped and contributed.

Thanks were then extended to the staff and councillors for their help with the Christmas Events and Calendar distribution.

The Events Committee will be asked to discuss plans for next year, as it may be necessary to change the format of the Randlay Event, to encourage a better attendance.

COUNCILLORS REPORTS

None.

CLERK'S REPORT

Members are encouraged to take a look at the new planted beds at the entrance to Hollinswood near to the old Asda island. These have been provided with thanks to Ward Members for their contributions from the Councillor's Pride Funding.

F19/2598 PARISH MATTERS

Members reported the following matters for investigation / action

- a) Overflowing bins – need to be regularly reported via My Telford
- b) Hoarding around Randlay – continue to report to TWC and the owners
- c) Flooded footpaths – reported to TWC, with a view to becoming a capital programme project
- d) Grass growing over footpaths – report via My Telford, may need a partnership project between the Parish and Idverde
- e) Street Lighting not working near 61 The Pippins

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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- f) Grit bin at Larchwood needs attention
- g) Street Lights near Cap Gemini – to be reported for repair

F19/2599

FUTURE MEETINGS

6 th January 2020	7pm	Asset & Property Committee	HNC
	8pm	Finance & Audit	HNC
20 th January 2020	7.30pm	Full Council	HNC

There being no further business, the chairman thanked Members for their important contributions to the meeting, which closed at 9.10pm.

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 January 2020.