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## Hollinswood and Randlay Parish Council

Chairman: Councillor S Unwin

Clerk: Katrina Baker MBE

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### FULL COUNCIL

11<sup>th</sup> March 2020

To all Members, Hollinswood & Randlay Parish Council  
Copied to others for information

Dear Councillors

You are hereby summoned to attend the next **Full Council** meeting for the municipal year 2019/20 on **Monday 16<sup>th</sup> March 2020 in the Wenlock Suite, Telford International Centre at 7.30pm.**

### A G E N D A

#### 1. Welcome

The Chairman will welcome everyone to the meeting and share any announcements with the Councillors & Members of the Public.

#### Public Session

This is an opportunity for any resident of Hollinswood, Randlay or Stafford Park to bring matters of interest or concern to the attention of the Parish Council.

#### 2. Apologies

a) To receive apologies for absence from Members of the Council. A reason for absence must be given and Members are required to consider any necessary approval.

#### 3. Declarations of Interest

To receive declarations of pecuniary interest (DPI) from members in respect of any matter on the agenda, the nature of any interests and whether the Member regards the interest to be prejudicial in accordance with Chapter 7 of the Localism Act 2011 and in the secondary legislation made under the Act, particularly in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question and to leave the meeting if necessary.

#### 4. Minutes of the meeting held on 17<sup>th</sup> February 2020

Members are required to confirm, as accurate, the Minutes of the last meeting which have been circulated.

#### 5. Matters arising, for information only, from the February Minutes (not included in this Agenda).

- a) Traffic Regulation Orders – a meeting is to take place with TWC on 12<sup>th</sup> March to receive the recommendations, these will be shared with Members for their consideration
- b) Randlay Local Centre hoarding – update – the new owner and representatives of TWC will attend the Annual Parish Meeting
- c) Work within Randlay Valley must be in line with the Management Plan and will be led by the Locality Officers whilst working with the Friends of Hollinswood & Randlay Valley and Parish Council. TWC has a responsibility to provide a core service, which includes the maintenance of the main pathways.

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

E-mail:- [enquiries@harpc.org.uk](mailto:enquiries@harpc.org.uk) Website:- [www.hollinswoodandrandlaypc.org.uk](http://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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### 6. Finance & Audit Report

- a) Councillor H Unwin will present the Minutes of the meeting held on 24<sup>th</sup> February 2020, for information.
- b) To consider any recommendations from the Minutes
  - i) ESF Community Fund Grant Application - proposal
- c) Financial Reports
- d) Aged Analysis

### 7. Asset & Property Committee

- a) Councillor H Unwin will present the Minutes of the meeting held on 24<sup>th</sup> February 2020, for information.
- b) There are no recommendations from the Minutes
- c) Check and Challenge – Valuation Office Agency, reference Randlay Valley Car Park
- d) Climate Change Working Group – report
- e) Depave Project – update

### 8. Events Committee

- a) Councillor Vaughan-Hodkinson will present the Minutes of the meeting held on 2<sup>nd</sup> March 2020, for information
- b) Update on St Georges Day event – guests are requested to bring their own knives and forks
- c) To receive an update on the arrangements for VE Day, 8<sup>th</sup> May 2020
- d) To receive details of the Emergency Plan, in the event of a cancellation instruction.

### 9. Personnel Committee

- a) Councillor Snell will present the Minutes of the meeting held on 2<sup>nd</sup> March, for information
- b) To consider any recommendations from the Minutes
  - i) To consider the employment of an Apprentice, to work within the Landscape Management Team. The agreement could be for a four-day working week, with one day at Rodbaston College.
- c) Youth Provision Partnership  
Report on work to support Wednesday Wizards and volunteering opportunities
- d) SNAC – volunteering opportunities

### 10. Correspondence

All correspondence received has been shared with Members. Members have had the opportunity to request that any item be added to the Agenda for further consideration.

### 11. Parking Enforcement

- a) To record areas of concern in Hollinswood & Randlay Parish

### 12. Planning

- a) To receive any reports or updates on planning issues
- b) To consider any planning applications, for consultation
  - i) TWC/2020/0045 Unit 4b Kendall Estate, Stafford Park 6  
Change of use to health & fitness centre (Amended Plans)

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- ii) TWC/2020/0162 Telecommunications Mast, St Quentin Gate  
Installation of a replacement 20m monopole, accommodating 12 antennas together with the upgrade of equipment cabinets and ancillary development
- iii) TWC/2020/0216 Luceco Distribution Centre, Stafford Park 1  
Erection of a two storey extension to South elevation to create a staff canteen and meeting rooms

### 13. West Mercia Police Report

### 14. Friends of Hollinswood & Randlay Valley

The Chairman of FoHRV and the Environmental Officer will update members on recent work and outline future projects.

### 15. Matters from Telford & Wrekin Council

### 16. Chairman's Report.

- a) Chairman's Charity Update
- b) Other Matters

### Councillor Reports

- a) Cycling Initiative – Hollinswood & Randlay Primary Schools – Cllr Ricketts – update

### Clerk's Report

- a) Wildflower Meadow Project – update
- b) Emergency Planning and Business Continuity Plan
- c) Holiday Activities and Eat Well – grant application
- d) Damage to grass verges – Veolia
- e) Reporting neighbourhood issues

### 17. Parish Matters

This is an opportunity for Members of Hollinswood & Randlay Parish Council to discuss items raised in the public session or to bring other matters to the attention of the Council.

### 18. Date of next meetings

30 <sup>th</sup> March 2020	7pm	Finance & Audit Committee	HNC
20 <sup>th</sup> April 2020	7pm	Annual Parish Meeting	HNC
	8pm	Full Council	

All meetings will take place at Hollinswood Neighbourhood Centre, unless otherwise stated.

Katrina Baker, Clerk to the Council

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