
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the Full Council meeting held on **Monday 15th February 2021** via Zoom at 7.30pm.

PRESENT: Councillors S Unwin (Chairman)
H Unwin
S Snell
S Vaughan-Hodkinson
V Holt
T Wust
G Sinclair
C Turley
J Johnson (arrived F21/2776)
J Creed
L Ricketts
E Dalby

In Attendance: G Johnson
Katrina Baker (Clerk)
John Box

F21/2772 WELCOME

Councillor S Unwin, Chairman, opened the meeting and thanked everyone for attending. A minutes' silence was observed in fond memory of John Smart. John has been a friend of our Council and a member of our Events team for many years and will be sadly missed.

PUBLIC SESSION

The Parish Council has been working with Mark Latham, TWC and John Box (Local Ecologist) for some years in an attempt to bring Randlay Valley forward as a Local Nature Reserve, Unfortunately, Mark was unable to attend tonight's meeting. Members discussed the next steps in the process and it was agreed to ask TWC, via the Cabinet Member for Green Spaces (Cllr C Healy) and Mark Latham, for target dates to complete the next four steps in the process.

The next steps are:

- Complete the record of the land transfer through the Land Registry
- Implement the recommendations from the geotechnical assessment
- Complete the formal consultations with Natural England
- Formally declare Randlay Valley LNR under legal seal.

F21/2773 APOLOGIES

Councillor Johnson	Work Commitments	Arrived F21/2776
Mark Latham	TWC	
PC Sian Evans	West Mercia Police	

F21/2774 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,

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Cllr J Johnson	Personnel matters and HPS
Cllr C Turley	FoHRV,
Cllr J Creed	FoHRV,

F21/2775 MINUTES OF THE MEETING HELD ON 18th JANUARY 2021

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

RESOLVED that the Minutes of the meeting held on 18th January 2021 be signed as a true record.
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F21/2776 MATTERS ARISING – for information only

F21/2755 Digital Clean Up
This has been well received and is now being promoted to other local councils
Important to remember to clear out your old emails and to cancel unnecessary newsletters and circulars.
The use of Ecosia search engine, is optional.

F21/2762 Census 21
Publicity material will continue to be provided as we work towards Census Day, 21st March. Members are asked to continue to promote the importance of completing the forms.

Wrekin Area Committee
WAC confirmed the resolution to request a review of the law and guidance relating to the sale and use of fireworks. This also takes into consideration Chinese lanterns. This was raised with all 5 Shropshire MPs following endorsement by the SALC Executive. It has now been submitted to the NALC Policy Committee.

F21/2763 Working with the local policing team
A recent walkabout took place and areas of concern were highlighted. The police patrols will now visit the named underpasses and other areas of concern on a regular basis.

Councillor Johnson arrived

F21/2766 The recent FoHRV Lottery Application was unsuccessful

F21/2770 Randlay Valley Car Park will continue to be used by the NHS for its laboratory, however the testing station has moved to Edgmond, this may be temporary and it may return, depending on statistics. The illuminated message signs will be updated.

F21/2777 FINANCE & GOVERNANCE

a) Current Balances

Details has been circulated which confirmed that the Council has £194,850 in the current account.

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b) Business Support Grants

Having not been eligible for the grants available early in 2020, the new business support grant has enabled both RCC and HNC to apply for the Local Restrictions Grant and £4000 has been received for both centres as one-off payments for the November lockdown. Officers of TWC had contacted the PC and confirmed the figures, which are based on the rateable value of the premises. A further £1334 had been received for December and further payments of £467 for Hollinswood Neighbourhood Centre.

c) Financial Reports

The aged analysis, from pre-closedown, has now been cleared of all debtors. We have repaid three small amounts where credits existed to ensure a nil balance at the end of the financial year.

In future years, we will have no debtors allocated to the accounts at year end, due to the process within Facilities, which now holds the invoices until paid.

d) Financial Budget Comparison

The Clerk had undertaken the third quarter budget comparison and confirmed that we exceeded our projected income by £17,000 and this has enabled our budgets to remain sound. Payroll, Administration, Community Buildings, Projects and Partnerships are all within our budget. We have had no grants expenditure and we hold £12,797 in the Events budget which will transfer for 2021/22.

Further work on the budget for the new financial year will take place at the upcoming Finance & Audit Committee as it is pleasing to note that funding will be available for some of the projects identified in the Strategy, earlier than first thought.

Paid expenditure transactions are available on request and those over £500 will appear on the website monthly.

F21/2778

PERSONNEL COMMITTEE

a) Minutes of the meeting held on 25th January 2021

Councillor Snell presented the Minutes, which had been circulated, for information.

b) Recommendations

P21/648 It was proposed by Councillor Snell and seconded by Councillor Creed that the Parish Council agrees to uplift the furlough payment for JW by 20%. All were in favour and thus it was

RESOLVED that HRPC uplifts the furlough payment by 20% on top of the salary.

P21/652 This recommendation had been withdrawn by the Clerk due to information that will be shared at the next Personnel Committee.

F21/2779

ENFORCEMENT MATTERS

Community Action Team

It was proposed by Councillor S Unwin and seconded by Councillor Vaughan-Hodkinson that the Parish Council should engage the services of a Neighbourhood Enforcement Officer in accordance with the Parish Strategy. Funding had been allocated in the budget for a two day a

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week position, which can include evenings and weekends for a cost of £3960 per annum. This is a three year project. All were in favour and thus it was

RESOLVED that HRPC would engage the services of a Neighbourhood Enforcement Officer to work solely in our Parish to address various aspects of ASB, fly tipping, car parking issues etc.

CCTV

A second element of the CAT initiatives is to purchase a CCTV camera for use as part of the initiative with TWC to provide mobile CCTV coverage around the Parish at a cost of £1820 per annum.

Members were aware of the recent publicity relating to extensive projects in other areas around Telford and therefore wondered why HRPC could not be included in that scheme. Whilst Members supported the proposal in principle, it was agreed to invite Paul Fenn to a future meeting to answer some questions before making the decision.

Current Areas of Concern

Inappropriate graffiti can be found between Woodlands School and Fisherman's Walk – this will be reported.

F21/2780

SNAC @ HARP

As part of the work with the Youth Provision Partnership, TWC has confirmed its support for SNAC as the need to support local families continues to increase. A positive meeting took place on 11th February with representatives of My Options and a follow-on meeting will discuss future options and opportunities to enhance the provision with a consideration for the employment of a support worker / co-ordinator.

F21/2781

CORRESPONDENCE

All correspondence received has been shared with Members, for information. There have been no requests for items to be added to the Agenda.

a) Information from SALC

Information from the Shropshire Association of Local Councils is circulated for information.

b) TW Bus User Group

Bus services have been seriously affected by the restrictions around coronavirus. However, Arriva continues to provide limited services, where appropriate. The minutes of the last meeting have been circulated for information.

c) Winter Coat (and shoes) project

Members were reminded that they can encourage applications and refer families for support, providing they have their permission beforehand.

F21/2782

PLANNING

a) Reports

None

b) New Applications for Consideration

TWC/2021/0090 Magna House, Stafford Park

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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Erection of a containerized heat and power plant

Members had no objections to the proposal, however details relating to the mitigation against noise nuisance or pollution will be requested.

F21/2783

WEST MERCIA POLICE & NEIGHBOURHOOD OFFICER REPORTS

The monthly walkabouts will continue with the next one scheduled for Randlay. PC Evans had sent apologies for tonight's meeting but has the date for future meetings and will endeavour to attend whenever possible. The area focused teams appear to be working well for the area.

F21/2784

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

a) Update

Councillor Turley thanked Creed for his work undertaken in the Valley, and not only on official volunteer days. Local people walking in the valley have stopped and commented on the Woodlands School are and other enhancements that have been made.

The work needed on the unsafe trees has been completed and wood chippings have been made available for use in the Valley to address areas of extreme mud.

Councillor Creed updated members on work undertaken to open up the old railway line, clearing scrub and trees, with woodchip being provided for the Woodlands School. This area is getting a number of visitors, passers by and people stopping to sit and enjoy the area.

A blocked drain has been identified in the underpass and has now been reported to STW.

b) An Easter Event

This is to be discussed at the Events Meeting.

F21/2785

CHAIRMAN'S REPORT

Chairman's Charity

Following the purchase of the friendship benches, the balance is now £49.52. Any donations or offers of fund-raising will be appreciated.

Chairman's Awards

Nominations can be received until 20th March 2021.

Randlay Regeneration

The Chairman, and Vice Chairman, with Ward Members had attended at meeting with TWC and it had been confirmed that the hoarding around the old shop site should be replaced in the near future. There are also proposals to relocate the MUGA away from the site.

F21/2786

CLERK'S REPORT

Telford Foodbank & Breakfast Packs

These projects continue weekly.

Overgrown Bushes

Following concerns raised regarding the standard of the work, site meetings have taken place and TWC is working with its contractors to ensure that the requirements of the SLAs are met.

Telford Repair Café

The Parish Council has responded to an offer and a visit to the venue will be arranged, however, we have had to make it clear that we cannot offer any storage facilities at any of our sites.

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Hollinswood Primary School – Jigsaw Project

This is coming together well, more jigsaw pieces will be welcomed. Thanks were extended to everyone who had taken part so far.

Hollinswood Primary School – Willow Tunnel

Volunteers will help with annual maintenance of the tunnel and area tomorrow at 9.30am.

COUNCILLORS REPORTS

Councillor Sinclair updated Members on the decision of TWC to move forward with instructions to remove the unauthorized fence around The Boscobel.

F21/2787

MATTERS FROM TELFORD & WREKIN

Councillor Turley had nothing further to report other than Covid regulations and the current advice.

F21/2788

PARISH MATTERS

- Cherry Tree, Abbey Fields needs attention
- Request for outdoor gym equipment
- Randlay Rain Garden – completion?
- Potholes, Dale Acre Way, Nedge Lane
- Poor condition of areas around Boulton Grange and Brands Farm Way
- Blocked Drain, Boulton Grange
- The Nedge – unacceptable fly tipping

F21/2789

MEETINGS

22 nd February	7pm	Asset & Property
	8pm	Finance & Audit
1 st March	7pm	Events (inc FoHRV)
	8pm	Personnel
15 th March	7.30pm	Full Council

Members gave initial consideration to the venue and arrangements for Full Council Meetings after May 2021. On the whole there was little support for a return to face to face meetings at this time. However, it was recognized that we need to give the public an opportunity to attend. Depending on the restrictions in place, it may be possible to set up a zoom meeting from the Council Chamber to enable the public to attend but for Members to also join at home, if this is their wish.

There being no further business, the Chairman thanked Members for their important contributions to the meeting, Thanks were extended to all Members and to the Staff, for their continued good work through difficult times. The meeting closed at 8.40pm.

SignedDate.....

Please note that these minutes will remain DRAFT until confirmed as a true record at the next Full Council meeting on Monday, 15th March 2021.

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

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

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