
Hollinswood and Randlay Parish Council

Chairman: Councillor S Unwin

Clerk: Katrina Baker MBE

FULL COUNCIL

10th March 2021

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

Dear Councillors

You are hereby summoned to attend the **Full Council** meeting for the municipal year 2020/21 on **Monday 15th March 2021** via Zoom 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

Anyone wishing to attend this virtual meeting, must contact the Clerk (be email to katrina.baker@harpc.org.uk or by telephone to 07813 788094) to register and then the link will be forwarded before the meeting. It would be useful to receive in advance details of any questions or comments you wish to raise at the meeting.

Community Action Team – Working with TWC on local CCTV initiative

We will welcome Paul Fenn to the meeting. Paul will answer questions from Members regarding the proposal to join with TWC as part of the CCTV initiative.

The Role of a Mental Health Champion

We will welcome Cllr Kelly Middleton, TWC, who will discuss the role of a Mental Health Champion, for Hollinswood & Randlay 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.

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.

Hollinswood and Randlay Parish Council

Chairman: Councillor S Unwin

Clerk: Katrina Baker MBE

4. Minutes of the meeting held on 15th March 2021

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 January Minutes (not included in this Agenda).

F21/2772 Randlay Valley – LNR Status update

F21/2776 Census 21 – encourage and remind everyone of the importance of completing the form. Assistance is available and hard copies for anyone unable to complete this electronically.

F21/2786 Willow Tunnel, Hollinswood Primary School

6. Finance & Governance

- a) Councillor H Unwin will present the Minutes of the meeting held on 22nd February 2021
- b) To consider the recommendations included in the Minutes
 - Parish Digital Screens
 - Inclusion of £12000 in the budget to engage the services of a part time project officer for the work of the Parish Youth Provision Partnership
- c) Financial Reports
- d) Programme of Work – End of Year Accounts and Audit

7. Asset & Property Committee

- a) Councillor H Unwin will present the Minutes of the meeting held on 22nd February 2021
- b) There were no recommendations
- c) To receive an update on the existing Community Planters around the Parish
- d) To receive an update on the replacement main door and fire door at Hollinswood Neighbourhood Centre
- e) To receive an update on the Allotments, Waiting List, site maintenance plan and social event, scheduled to take place on 30th March 2021.
- f) To receive an update on the use of Randlay Valley Car Park and associated matters
- g) To consider the purchase of a grit bin for Dodmoor Grange / Boddington Crescent. The cost of £140 will be payable by the Parish Council as the site does not meet the criteria for this to be provided by the Local Authority. The Parish will be responsible for additional grit refills.
- h) To receive a recommendation from the Chairman and Vice Chairman following the tender process relating to the photocopier / printer contract.
- i) Confirmation of the locations of the Friendship Benches

8. Events Committee

- a) Councillor Vaughan-Hodkinson will present the Minutes of the meeting held on 1st March 2021, for information.
- b) To confirm the arrangements for the Easter Competitions and St George's Day activities with the primary schools
- c) To confirm the date of an extra meeting, 26th April, to discuss arrangements for a summer event.
- d) Initial consideration for Holiday Activities

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.

Hollinswood and Randlay Parish Council

Chairman: Councillor S Unwin

Clerk: Katrina Baker MBE

9. Personnel Committee

- a) Councillor Snell will present the Minutes of the meeting held on 1st March 2021, for information.
- b) To consider the recommendations within the Minutes
 - To purchase a tablet and to ensure that it is networked, with a shock resistant case and will be available for the Landscape Management Team.
- c) To update members on the current position regarding furlough

10. Enforcement Matters

- a) **Community Action Team – Consideration of the CCTV initiative**

Following the opportunity to ask further questions of TWC, the Parish Council will consider the option to join this initiative as an extension to our Community Action Team, from 1st April 2021. The cost of this will be £1820.00 per annum, for a minimum three-year period.
- b) **Areas of Concern**

To record areas of concern, where ASB and parking issues in particular have been identified.
- c) **Community Action Team Meeting**

An initial meeting with Paul Fenn and the officers will take place before the end of March in preparation for the scheme to commence on 1st April 2021.

11. SNAC @ HARP

The Clerk, as Co-Ordinator for this project, will update members on recent developments.

12. 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.

- a) Information from SALC
- b) Repair Café - response

13. Planning

- a) To receive any reports or updates on planning issues
 - TWC/2021/0090 Magna House, Stafford Park 9
Erection of a containerized heat and power plant
Responses to questions have been circulated, for information
- b) New applications (if any)
- c) Other Planning Matters

14 West Mercia Police Report

- a) Monthly Parish Walks
- b) The Nedge SNT - report
- c) To confirm the three sites for the sockets relating to the Speed Indicator Device project

15. Friends of Hollinswood & Randlay Valley

- a) The Chairman of FoHRV and the Environmental Officer will update members on recent work.

16. Chairman's Report & Charity.

- a) Nominations for Chairman's Award and Young Person's Award

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.

Hollinswood and Randlay Parish Council

Chairman: Councillor S Unwin

Clerk: Katrina Baker MBE

- b) Randlay Blitz
- c) Randlay Regeneration Project update and re-location of the MUGA, with associated work

17. Clerk's Report

- a) Envirogrant Celebration Event
- b) Breakfast Packs - update
- c) Outdoor Gym Project – The Pavilion Field

Councillor's Report(s)

18. Matters from Telford & Wrekin Council

19. 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.

20. Date of next meetings

19 th April 2021	7pm	Annual Parish Meeting	Zoom
26 th April 2021	7pm	Events Committee	Zoom

To consider the draft meeting schedule for 2021/22. It is usual that this is ratified at the Annual Meeting. However, in light of the lack of clarity regarding the ability to hold virtual meetings after 6th May, Members are asked to agree the meeting schedule in advance so that any necessary arrangements can be made.

For information, our Committee meetings are governed by the Councils Standing Orders and therefore may not be able to take place virtually. However, any working groups are not governed in the same way. Consideration can be given to alternative working methods to accommodate regulations in place at the time.

17 th May 2021	7.30pm 8.00pm	Annual General Meeting Full Council
---------------------------	------------------	--

Katrina Baker, Clerk to the Council