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## Hollinswood and Randlay Parish Council

*Chairman of the Council: Councillor Mrs Sheenagh Unwin*

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**MINUTES** of the Full Council meeting held on **Monday 19<sup>th</sup> April 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  
L Ricketts  
E Dalby

In Attendance: G Johnson  
Katrina Baker (Clerk)

**F21/2820 WELCOME**

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

**PUBLIC SESSION**

There was no public session as this meeting was following the Annual Parish Meeting.

**F21/2821 APOLOGIES**

Councillor Creed Personal Circumstances

It was proposed by Councillor Holt and seconded by Councillor Sinclair, all were in favour and thus it was

**RESOLVED that the apologies be accepted.**

PC Sian Evans

West Mercia Police

**F21/2822 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 J Johnson	HPS
Cllr C Turley	FoHRV, Armed Forces Covenant
Cllr J Creed	FoHRV,

**F21/2823 MINUTES OF THE MEETING HELD ON 15<sup>th</sup> MARCH 2021**

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

**RESOLVED that the Minutes of the meeting held on 15<sup>th</sup> March 2021 be signed as a true record.**

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### **F21/2824 MATTERS ARISING – for information only**

#### **Digital Screens**

The new boxes have been installed. The screen from Hall 3 has been relocated to the Pavilion and a new monitor has been installed at Randlay Community Centre, which can be viewed from outside of the building. The training will take place at the end of this week. The design of the images mirrors that on the website for a corporate layout and colour scheme.

### **F21/2825 FINANCE & GOVERNANCE**

#### **a) Minutes of the meeting held on 29<sup>th</sup> March 2021**

Councillor H Unwin presented the Minutes of the meeting held on 29<sup>th</sup> March, 2021 for information. There were no recommendations.

#### **b) Financial Reports**

Members had received copies of the financial reports at the end of March 2021 which showed a current account balance of £187,774.00.

The updated list of expenditure over £500 is available on the website.

#### **c) Programme of Work**

The year end accounts should be completed by the end of April. We have engaged the services of LightaTouch Audit Company which will undertake our internal audit around 7<sup>th</sup> May 2021.

Thanks were extended to the Members for assisting in bringing the Minute files up to date with signatures, this was necessary due to most meetings taking place virtually.

There will be other documents required, which will be available in the coming weeks.

### **F21/2826 ASSET & PROPERTY COMMITTEE**

There had been no Committee meeting since the last Full Council meeting. However, Councillor H Unwin, Chairman, presented details of the work identified following the annual inspection of the emergency lighting at Randlay Community Centre.

The emergency lighting had failed and work was essential to ensure that this meets the statutory requirements.

In view of the fact that the Parish Council had identified the upgrade of lighting at RCC to LED as a project, an alternative quotation had been provided for the upgrade, in association with the necessary repairs and replacements.

As this project appears in the Parish Strategy and the funding has been included in the budget, it was proposed by Councillor H Unwin and seconded by Councillor Sinclair that the quotation of £2874.10 from ABC Fire & Security Limited be accepted. All were in favour and thus it was

<b>RESOLVED that the Emergency Lighting and all internal lights in the main halls be upgraded to LED, as part of the Council's commitment to Climate Change, at a cost of £2874.01.</b>
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### **F21/2827 ENFORCEMENT MATTERS**

#### **Community Action Team – Meet The Team**

The Staff had taken the opportunity to meet all 8 Members of the CAT, and the Managers, on 1<sup>st</sup> April at the start of the contract. This was very useful as we will not know which two of the Team will be working in our area.

Project areas to date have included fly tipping, parking and abandoned cars in Boulton Grange, Dodmoor Grange and Brands Farm Way. Parking issues have been a priority across a number of estates in Hollinswood.

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There has been a delay in the arrival of the camera for the CCTV and therefore this may not commence until 1<sup>st</sup> May.

### **New Areas of Concern**

A multi-agency approach is underway regarding the lorry truck stop and related issues.

It was confirmed that there is no requirement to wait until a full council meeting to identify areas for the Team to visit and investigate issues. These should be reported to the Clerk 'at the time' so that the CAT can be made aware at the earliest opportunity. All reports must be through the Parish Council office.

There is a lot of work necessary in the Parish, regarding HMOs (registered / non registered alike).

**F21/2828**

### **SNAC @ HARP**

A report had been provided to the Annual Parish Meeting.

**F21/2829**

### **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 and includes information from NALC and training opportunities for Councillors – details are available on the SALC website.

*Councillor C Turley declared an interest*

#### **b) Armed Forces Covenant**

The AFC Co-ordinator has written to request that the Parish Council considers supporting the Armed Forces Community by signing up to the Covenant. A copy of the information had been circulated to all members.

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

**RESOLVED that Hollinswood & Randlay Parish Council will sign the Armed Forces Covenant to demonstrate its commitment to the Armed Forces Community by agreeing two core principles**

- i) No member of the Armed Forces community should face disadvantage in the provision of public and commercial services compared to any other citizen.**
- ii) In some circumstances, special treatment may be appropriate, especially for the injured or bereaved.**

**F21/2830**

### **PLANNING**

#### **a) Reports**

None

#### **b) New Applications for Consideration**

None

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- F21/2831 WEST MERCIA POLICE & NEIGHBOURHOOD OFFICER REPORTS**  
The Clerk had prepared and circulated a report on recent work with the Safer Neighbourhood Team.  
Members agreed that the Parish Council would support and promote the two initiatives – Community Speedwatch and Neighbourhood Watch.
- F21/2832 FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY**  
A report had been presented to the Annual Parish Meeting.
- F21/2833 CHAIRMAN'S REPORT**  
**Chairman's Awards**  
The Awards will be presented at the May meeting, when (hopefully) a face to face meeting can take place.
- Randlay Blitz**  
The two-day event has very successful as well as enjoyable. Thanks were extended to everyone who had taken part, some Councillors, TWC, the Police, the Community Payback Team and Idverde. The Parish Council had received many favourable comments and it is planned to do a similar event in Hollinswood in the May half term holiday.
- F21/2834 CLERK'S REPORT**  
**Outdoor Gym – Hollinswood Pavilion Field**  
The equipment is now on order.
- COUNCILLORS REPORTS**  
None.
- F21/2835 MATTERS FROM TELFORD & WREKIN**  
Councillor Turley and Councillor Holt had provided reports to the Annual Parish Meeting.
- F21/2836 PARISH MATTERS**  
Parish Matters had been raised at the Annual Parish Meeting
- F21/2837 MEETINGS**  
17<sup>th</sup> May 2021      7.30pm                      Annual General Meeting  
                                 8.00pm approx      Monthly Meeting
- It is anticipated that these meetings will take place at Hollinswood Neighbourhood Centre. It is hoped that a hybrid style meeting may be possible to enable people to attend via Zoom.

There being no further business, the Chairman closed the meeting at 8.00pm.

Signed .....Date.....

Please note that these minutes will remain DRAFT until confirmed as a true record at the next Full Council meeting on Monday, 17<sup>th</sup> May 2021.