
Hollinswood and Randlay Parish Council

Chairman: Councillor S Unwin

Clerk: Katrina Baker MBE

FULL COUNCIL

10th May 2022

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

Dear Councillors

You are hereby summoned to attend the **Full Council** meeting on **Monday 16th May 2022** at **Hollinswood Neighbourhood Centre at approximately 8.00pm** following the AGM.

A zoom link to attend will be available, for the public, please request the link by emailing enquiries@harpc.org.uk.

A G E N D A

1. Welcome

The Chairman for 2022/23 will welcome everyone to the meeting.

Public Session

This is an opportunity for any local residents to raise issues or matters for consideration with 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 & Dispensations

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 21st March 2022

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

Minutes of the Annual Parish Meeting

To confirm the accuracy of the minutes (these will be signed at the APM in 2023) and to discuss any matters arising from the Minutes, not already included on the Agenda.

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

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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6. Asset & Property Committee

- a) To receive a report from the Chairman / Clerk on matters arising since the last meeting
- b) To consider a report, as circulated, regarding Air Filtration for Community Buildings
- c) To update Members on the use of Randlay Valley Car Park
- d) To update Members regarding Randlay Allotments

7. Finance & Governance

- a) Councillor H Unwin will present the Minutes of the meeting held on 28th March 2022, for information
- b) To consider the recommendations from the meeting
 - i) FA22/780 To consider the recommendation to transfer sufficient funding as a earmarked reserve to the Salaries budget for 22/23 to cover staff back pay for 2021/22.
 - ii) FA22/782 To confirm the funding (£500) to support the In Harmony project at Hollinswood Primary School
- c) To receive any accident or near-miss reports
- d) End of Year Accounts
 - i) To receive the Internal Audit Report (copies circulated)
 - ii) To consider the Annual Governance and Accountability Return (2021/22)
 - Section One – Annual Governance Statement
 - Section Two – Accounting Statements
 - Explanation of Variances and Earmarked Reserves
 - Asset Register (as presented to the AGM)
 - Bank Reconciliation
 - iii) To set the dates for the Period for the Exercise of Public Rights
- e) To receive the current financial reports for the end of April 2022

8. Events

- a) Councillor Johnson will present the Minutes of the Meeting held on 28th March 2022, for information
- b) To consider any recommendations from the Minutes
 - i) E22/780 Arrangements for Christmas 2022
- c) Jubilee Fete
- d) Jubilee Service of Thanksgiving
- e) To consider a Fun, Sport and Games Day – August 10th – The Pavilion Field
- f) Arrangements for the SNAC Fun Day

9. Climate Change Working Group

- a) Councillor Vaughan-Hodkinson will present the Minutes of the Meeting held on 4th April 2022, for information
- b) To receive information regarding the LED bulb initiative and associated information

10. Enforcement & Neighbourhood Matters

- a) **Community Action Team**
 - i) Update on current project areas
 - ii) TWC / HRPC Action Plan
 - iii) Any new issues to be raised

11. 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.

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- a) Information from SALC – circulated
- b) Get Telford Walking 22
- c) Hollinswood Job Box – 19th May 2022

13. Planning

- a) To receive any reports or updates on planning issues
- d) New applications
 - i) TWC/2022/0331 14 Shamrock Way, Randlay
Erection of a single storey rear and side extension and conversion of garage into habitable living space

14. West Mercia Police Report

- a) The Nedge SNT – regular updates
- b) Local Neighbourhood Watch Schemes

15. Friends of Hollinswood & Randlay Valley

- a) Projects – Report & Updates

16. Chairman's Report & Charity.

- a) Chairman's communications
- b) Chairman's Charity
- c) Arrangements for the distribution of Jubilee Coins

17. Clerk's Report

- a) SID update
- b) Hollinswood Blitz – arrangements for 31st May 2022
- c) TCAT Volunteering with HARPC

18. Matters from Telford & Wrekin Council

Update from Telford & Wrekin Ward Members

19. Parish Matters

This is an opportunity for Members to discuss any matters raised in the public session or to bring to the attention of the meeting any local matters or issues.

20. Date of next meeting

23 rd May 2022	7.00pm	Asset & Property	HNC
	7.00pm	Finance & Audit	HNC
30 th May 2022	7.00pm	Human Resources	HNC
	8.00pm	Events	HNC
20 th June 2022	7.00pm	Complaints & Appeals	HNC
	7.30pm	Full Council	HNC

Katrina Baker
Clerk to the Council

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