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## Hollinswood and Randlay Parish Council

*Chairman of the Council: Councillor Mrs Sheenagh Unwin*

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**MINUTES** of the monthly meeting held on **Monday 20<sup>th</sup> September 2021** at **Hollinswood Neighbourhood Centre** at **7.30pm**. Covid restrictions remain in place.

**PRESENT:** Councillors

S Unwin  
H Unwin (arrived at  
S Snell  
S Vaughan-Hodkinson  
T Wust  
G Sinclair  
C Turley  
J Johnson  
L Ricketts  
J Creed  
E Dalby  
V Holt

In Attendance:

K Baker (Clerk)  
G Johnson  
S Fisher

**F21/2911 WELCOME**  
Councillor S Unwin, Chairman, opened the meeting and thanked everyone for attending.

**PUBLIC SESSION**  
None

**F21/2912 APOLOGIES & APPROVAL**  
Councillor H Unwin is attending another meeting and will arrive shortly.

**F21/2913 DECLARATIONS OF INTEREST, regarding matters on the Agenda**  
As per the register. A copy of the register is available on request and appears on the website.

**F21/2914 MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> JULY 2021**  
It was proposed by Councillor Turley and seconded by Councillor Sinclair that the Minutes of the meeting held on 19<sup>th</sup> July 2021 be signed as a true record, all were in favour and thus it was

**RESOLVED that the Chairman signs the Minutes as a true record.**

**F21/2915 MATTERS ARISING, for information**  
**Lorry Park Lay-by, near T54**  
Regular patrols now take place by the CAT Team and the Police. The CCTV camera has been installed and a sign is to be erected.

**F21/2916 FINANCE & GOVERNANCE**  
**a) Financial Reports**  
As part of the Council's Internal Audit Process, details of all payments are shared with Members of the Finance & Audit Committee throughout the month.

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Payment Vouchers are checked and signed by two Members, as part of the audit trail.  
Payments of over £500 are available on the website.  
The financial reports had been circulated to all Members and a current account balance of £201,717.57 is available.

**b) Completion of the External Audit**

A copy of the Audit Report is available and appears on the website. There were no matters to be brought to the attention of the Council and no recommendations or actions needed.

**c) Post Covid Support Grant**

The Parish Council continues to use this Grant to support our existing groups as they return and also to encourage new groups to trial different activities.

**F21/2917**

**EVENTS COMMITTEE**

**a) Minutes of the last meeting**

Councillor Johnson presented the Minutes of the meeting held on 6<sup>th</sup> September 2021, for information.

**b) SNAC Activity Day**

The event had been very successful and well attended. Thanks were extended to everyone who had supported the event and attended to help with stewarding and to offer support for the activities.

**c) Happy Healthy Holiday Activities**

The four-week programme had been well received by the families and the young people had enjoyed the wide range of activities on offer.

The booking system had not been helpful which resulted in frustration as some families had not been able to book on the days they wished.

It was disappointing that a number of children booked to attend had not arrived and this resulted in spaces being spare and lunches wasted.

Hot meals were not necessary and TWC had changed these to packed lunches for weeks 3 and 4.

Funding has been allocated for a week of activities in December. Consideration is being given to reducing the time to finish at 2.30pm by having a shorter lunch break.

**F21/2918**

**ASSET & PROPERTY COMMITTEE**

**a) Minutes of the last meeting**

Councillor Turley presented the Minutes of the meetings held on 26<sup>th</sup> July and 6<sup>th</sup> September, for information.

**b) Recommendations**

i) 1339b) It was proposed by Councillor Snell and seconded by Councillor Vaughan-Hodkinson that the LED lighting upgrade project be completed at a cost of £3793.00.

ii) 1340b) It was proposed by Councillor Turley and seconded by Councillor H Unwin that the two replacement windows at Hollinswood Neighbourhood Centre be ordered for installation above the main door and on the landing, at a cost of £5780.00.

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- iii) 1340c) It was proposed by Councillor Turley and seconded by Councillor Sinclair that the flooring in the foyer and corridor at HNC be completed following the installation of the windows, by Telford Flooring at a cost of £853.33.
- iv) 1353a) It was proposed by Councillor Turley and seconded by Councillor Creed that the ground floor doors at Randlay Community Centre be replaced, with painted doors and security lever locks at a cost of £1709.00.
- v) 1355 It was proposed by Councillor Turley and seconded by Councillor Vaughan-Hodkinson that the roof repairs and guttering be ordered at The Pavilion at a cost of £3850.00.

All were in favour of the Recommendations and thus it was

<b>RESOLVED that the recommendations as listed be approved.</b>
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**c) Community Fridge**

The fridge is now available to local residents and a selection of food items are available on a Tuesday and Thursday morning, between 10am and 11.30am. The items are collected from Telford Food Share – we have purchased cool boxes for collection. The items have short dates for use and donations are requested, if this is possible.

**d) Downemead Youth Shelter**

CCTV has been installed to oversee the area. In order to ensure full visibility, the tree between the Shelter and the Flats will be removed. It has been agreed that three replacement trees will be planted in a more suitable location. TWC is making the necessary arrangements.

**F21/2919**

**CLIMATE CHANGE WORKING GROUP**

**a) Chairman's Report**

Councillor Vaughan-Hodkinson updated Members on the TW Climate Action Plan, and in particular the Parish projects.

It is important that we continue to update the Environmental Impact Survey and Cllr Vaughan-Hodkinson will move forward the various action points. This will feed into the Strategy Day.

**b) Councillor Participation**

Members are encouraged to take part in the Environmental Impact Assessment and to share 5 ways in which they are tackling climate change. Details of what we already do and what we aim to do, with associated costs, are available. Any green ideas should be shared with Members and Staff.

**c) Website and Publicity**

The page has been set up – Zero '30 – on our website with an initial introduction and some ideas. It was agreed to add links to other useful sites, such as Terracycle and the Co-Op for other climate change and recycling initiatives.

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### **F21/2920 COMMUNITY ACTION TEAM**

#### **a) Update**

A copy of the progress report from the CAT team had been circulated for information.

#### **b) Road Safety**

The CAT team will be talking to local young people regarding safety on the highway – encouraging them not to play in the road. The Parish Council will consider appropriate signs in the future when further monitoring has taken place.

### **F21/2921 CORRESPONDENCE**

All information received is shared with Members as soon as possible.

#### **a) Information from SALC**

Members are encouraged to read the regular updates which include important information. The Minutes of the last WAC meeting have been circulated for information.

#### **b) Wrekin Area Committee**

The Minutes of the last meeting will be circulated for information. The Annual General Meeting had elected Cllr H Unwin as Chairman and Cllr R Wickson as the Vice Chairman. The report to the AGM included details of the motion which had progressed all the way to Government raising local concerns regarding the use of fireworks.

#### **c) Queen's Green Canopy**

The Parish Council has registered with TWC for its Free Tree and a suitable location will be agreed with the Tree Officer. 420 additional trees are on order from The Woodland Trust and there are varieties for volunteer planting around the parish and particularly in Randlay Valley and on the Muddy which will be undertaken during the Autumn.

#### **d) Environmental Day**

Telford Green Spaces Partnership, with RSPB and Shropshire Wildlife Trust are working with TWC to host a Green Day on 29<sup>th</sup> October 2021 in Telford Town Park. There will be demonstrations and crafts, with workshops and a nature walk. It will be free to enter and there will be a number of stalls around. It is hoped that FoHRV will have a stall and show pictures of the projects already under way.

### **F21/2922 PLANNING**

#### **a) Reports**

The planning application for the new Ball Court at Randlay has now been submitted.

For information, planning consent has been granted for an ExtraCare Home on the site of the former leisure complex at Stirchley.

### **F21/2923 WEST MERCIA POLICE REPORT**

PC Sian Evans had sent her apologies, but wanted to make sure that the residents are aware of the recent arrests for drug-related issues on Hollinswood and that the police are taking this very seriously with future operations being planned.

There is a close working relationship with the CAT team and Parish Council and appropriate and effective use of the Parish Council CCTV.

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The Downmead Youth Shelter has been an area of concern, but recent targeted activities have resulted in a clear improvement. This shelter is used by older and young generations and Members would be concerned if any youth provision was removed in order to deal with an adult issue.

The Parish Council is to re-apply the non-drying paint in the near future, but investigations will also take place regarding the possibility of a 'living garden' being added to the roof. An anti-graffiti sign is to be positioned. The removal of the back of the shelter is under consideration – this will assist to open up the site.

### **F21/2924 FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY**

The family bushcraft sessions have not yet started.

At the last volunteer day grass cutting and strimming took place, but more mowing is needed as the verges continue to grow at speed.

A Saturday volunteer day will be arranged and the trees (Currently in pots with Councillors) will be planted.

A site visit with Idverde will be arranged in order to get the quotations for the additional work required.

An order has been placed with Telford Woods for the all ability access to the Woodlands School. Work to tidy up the Woodlands School area and to rebuild the dead hedges and projects will be arranged.

### **F21/2925 CHAIRMAN'S CHARITY**

£55.00 was donated to the Charity at the recent SNAC Activity Day.

The charity bikeathon will take place at Randlay Community Centre for 24 hours from 8pm on Friday, 22<sup>nd</sup> October. Volunteers to take part are welcome and sponsor forms will be created and distributed to all Members.

A fish & chip supper will be available at a Bingo night at RCC on 20<sup>th</sup> November 2021.

A traditional disco with buffet supper will take place on 29<sup>th</sup> January 2022 in Hall One at Randlay. Music from the 60s to 90s will be included. Tickets will be available in October.

### **F21/2926 CLERK'S REPORT**

#### **a) Residents Meetings**

The first in a series of resident meetings has been arranged for 7pm on 23<sup>rd</sup> September for residents from Deepdale. Light refreshments will be available from 6.30pm. The police will also be in attendance.

#### **COUNCILLOR'S REPORT**

- a) Councillor Sinclair reported that he had attended the launch of a hedgerow project to assist in carbon neutrality, representing CPRE Telford.
- b) Councillor S Unwin reported that the recent 'Meet Your Councillors' was a positive event with a lot of positive comments and, on the whole, happy residents.
- c) Councillor Creed reported that the drain outside of 45 Deepdale has, at last, been cleared.

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### **F21/2927 MATTERS FROM TELFORD & WREKIN COUNCIL**

Councillors Turley and Holt have been arranging 'In Your Street' surgeries where trees and hedgerows are the most popular area of concern throughout the Ward.

There have been limited meetings during the Summer, however, hopefully more meetings can take place in the coming weeks.

Councillor Holt will be holding an evening surgery at Randlay. A suggestion was included to hold 'surgeries' with the young people in Secondary Schools.

### **F21/2928 PARISH MATTERS**

- a) Fly tipping at Randlay Flats near to the MUGA – ask CAT team to check the CCTV for identification or evidence.
- b) Footpath surfaces in Boulton Grange
- c) Overgrown hedges in Stirchley Avenue

### **F21/2929 MEETING SCHEDULE**

27 <sup>th</sup> September	7pm – 9pm	Strategy via Zoom	
4 <sup>th</sup> October	7pm	Climate Change	HNC
	8pm	Finance & Audit	HNC
9 <sup>th</sup> October	10am	Strategy Day	HNC
18 <sup>th</sup> October	7.30pm	Full Council	HNC

There being no further business, the Chairman closed the meeting at 9.10pm.

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

Please note that these minutes will remain DRAFT until confirmed as a true record at the next Full Council meeting on Monday, 18<sup>th</sup> October 2021.