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## Hollinswood and Randlay Parish Council

*Asset & Property Committee*

*Clerk: Katrina Baker MBE MILCM*

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Councillor S Unwin  
Councillor L Ricketts  
Councillor H Unwin

Councillor C Turley  
Councillor J Creed  
Glyn Johnson

Councillor G Sinclair  
Councillor V Holt  
Stuart Fisher

You are invited to the Asset & Property Committee on **Monday, 23<sup>rd</sup> May 2022 at 7pm**, at **Hollinswood Neighbourhood Centre**.

1. **Welcome**
2. **Election of Chairman**
3. **Declaration of Acceptance of Office**
4. **Apologies for Absence**
5. **Election of Vice Chairman**
6. **Declaration of Acceptance of Office**
7. **To record any Declarations of Interest, over and above the registered list**
8. **To confirm the Terms of Reference for the Committee**
9. **To confirm the Minutes of the meeting held on 28<sup>th</sup> February 2022**
10. **Air Filtration**
  - i) Confirmation of Order and Update – all buildings
11. **Matters relating to Randlay Community Centre**
  - i) Garden
  - ii) Foodshare Project
  - iii) LED lighting in toilet areas and outside
12. **Matters relating to Hollinswood Neighbourhood Centre**
  - i) Completion of the replacement doors and windows, including new alarm access system
  - ii) Low level protective wall covering – Council Chambers
  - iii) Replacement radiators – main hall and redecorating as required
  - iv) Redecorating first floor including kitchen toilets and corridor

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**13. Matters relating to Hollinswood Pavilion & Field**

- i) SNAC@HARP outdoor seating area and planters to the rear of the building
- ii) Smallwoods Sensory Bench
- iii) Gas cage and external area of the Pavilion
- iv) Replacement of high level windows

**14. Randlay Allotments**

- i. Current Vacancies & Waiting List
- ii. Site Maintenance Plan
- iii. Provision of the shed and bench
- iv. Drainage Project

**15. Randlay Valley Car Park**

- i. Current usage
- ii. Rateable Value update
- iii. Maintenance Plan

**16. The Muddy**

- i. Sensory Garden
- ii. Provision of the bench and planter
- iii. Next Steps

**17. Randlay Outdoor Gym Experience**

**18. Speed Indication Device**

**19. PHS Personal Hygiene Contract**

**20. Other Matters (at the discretion of the Chairman)**

- i) Downmead Youth Shelter and nearby planting

**21. Date of the next meeting**

**25<sup>th</sup> July 2022**

**7pm**

**Council Chamber**

Katrina Baker - Clerk

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

E-mail:- [enquiries@harp.org.uk](mailto:enquiries@harp.org.uk) Website:- [www.hollinswoodandrandlaypc.org.uk](http://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.