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## Hollinswood and Randlay Parish Council

Chairman: Councillor S Unwin

Clerk: Katrina Baker MBE

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### FULL COUNCIL

14<sup>th</sup> June 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 20<sup>th</sup> June 2022 at Randlay Community Centre at 7.30pm.**

A zoom link to attend will be available for the public, please request the link by emailing [enquiries@harpc.org.uk](mailto:enquiries@harpc.org.uk).

### A G E N D A

#### 1. Welcome

The Chairman, Councillor Sheenagh Unwin, 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 & Dispositions

- a) Members will read and sign their Declarations of Acceptance of Office, as required.
- b) 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 16<sup>th</sup> May 2022

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 May Minutes (not included in this Agenda).

- a) Air Filtration Units – the order has been placed and the company has attended to survey the three buildings. The work will be completed within one week. The company will work around user group bookings to keep disruption to a minimum.

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- b) The job box at Hollinswood Neighbourhood Centre was very successful and well attended.
- c) The Get Telford Walking event was appreciated by TWC and those who attended. Although attendance was low, it was better than some other groups. The Parish Council may wish to consider regular monthly walking events.
- d) The Speed Indicator Device has been received and a training session will have taken place on 16<sup>th</sup> May – further information should be available for the meeting.

### 6. Asset & Property Committee

- a) Councillor Turley will present the Minutes of the meeting held on 23<sup>rd</sup> May 2022, for information.
- b) To consider any recommendations from the Minutes
  - i) To award the contract for the completion of the upgrade of internal lighting to LED at Randlay Community Centre to ABC Fire & Security.
  - ii) To complete the redecoration of HNC by employing Paint UK for the works to the first floor, including materials for £525.00
  - iii) To confirm the replacement of all the small high-level windows at The Pavilion building, as previously agreed.
  - iv) To purchase two Jubilee backless benches for Randlay and Hollinswood outdoor gym experiences, at a cost of £430.00.
  - v) To award the contract for Personal Hygiene Services to all three buildings to our existing provider, as per their quotation, taking into consideration the amendments required regarding a reduction in frequency.
- c) To engage in further conversation regarding the provision of a Parish Vehicle suitable for the Landscape Maintenance Team.

### 7. Finance & Governance

- a) Councillor H Unwin will present the Minutes of the meeting held on 23<sup>rd</sup> May 2022, for information
- b) There were no recommendations
- c) To receive the financial reports for the end of May 2022 – copies have been circulated.

### 8. Human Resources Committee

- a) Councillors will read and sign their Declaration of Acceptance of Office, as required.
- b) Councillor S Unwin will present the Minutes of the meeting held on 30<sup>th</sup> May 2022, for information
- c) There were no recommendations

### 9. Events

- a) Councillor Johnson will present the Minutes of the Meeting held on 30<sup>th</sup> May 2022, for information
- b) There were no recommendations
- c) Jubilee Fete – report
- d) Thanksgiving & Celebration - report

### 10. Climate Change Working Group

- a) The next meeting will take place on 27<sup>th</sup> June 2022 at 7pm in the Council Chamber.

### 11. 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

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

E-mail:- [enquiries@harpc.org.uk](mailto:enquiries@harpc.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.

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### 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 – circulated
- b) Hollinswood Primary School and Chit Chat Club
- c) AGE UK Jubilee Party

### 13. Planning

- a) To receive any reports or updates on planning issues
  - i) ENF/2022/0300 41 Duffryn
- b) New applications
  - i) TWC/2022/0417 Site for Emerys Timber Merchants, Stafford Park 4  
Change of Use to detached catering unit

### 14. West Mercia Police Report

- a) The Nedge SNT – regular updates
- b) Local Neighbourhood Watch Schemes update
- c) West Mercia Police – Parish & Town Council survey
- d) Thank you for the Jubilee Coins

### 15. Friends of Hollinswood & Randlay Valley

- a) Projects – Report & Updates
- b) Visit to Randlay Valley – Green Infrastructure Plan
- c) Ash Die Back

### 16. Chairman's Report & Charity.

- a) Chairman's communications & attendance at events
- b) Chairman's Charity
- c) Distribution of Jubilee Coins
- d) Telford Get Walking event
- e) Hollinswood Blitz – 31<sup>st</sup> May 2022

### 17. Clerk's Report

- a) TCAT Volunteering with HARPC
- b) Hollinswood Flats – landscape areas and garage project
- c) HPS School Council Meetings

### 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.

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### 20. Date of next meeting

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|----------------------------|------------------|--------------------------|------------|
| 27 <sup>th</sup> June 2022 | 7.00pm<br>8.00pm | Climate Change<br>Events | HNC<br>HNC |
| 18 <sup>th</sup> July 2022 | 7.30pm           | Full Council             | HNC        |

Katrina Baker  
Clerk to the Council

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