
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 21st November 2022** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors S Unwin (Chairman)
H Unwin
S Vaughan-Hodkinson
S Snell
J Creed
J Johnson
C Turley
G Sinclair
T Wust

In Attendance: K Baker (Clerk)
G Johnson

F22/3167 WELCOME
The Chairman welcomed everyone to the meeting and thanked them for attending.
PUBLIC SESSION
None

F22/3168 APOLOGIES & APPROVAL
Councillor Holt has requested Leave of Absence, due to health concerns. It was proposed by Councillor Johnson and seconded by Councillor Turley, all were in favour and thus it was
RESOLVED that Councillor Holt be granted six months' leave of absence.

Councillor Ricketts Work Commitments

It was proposed by Councillor Johnson and seconded by Councillor Turley, all were in favour and thus it was
RESOLVED that the apologies, as listed, be accepted.

F22/3169 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda
As per the register. A copy of the register is available on request and appears on the website.

F22/3170 MINUTES OF THE MEETING HELD ON 17th OCTOBER 2022
It was proposed by Councillor Snell and seconded by Councillor Johnson that the Minutes of the meeting held on 17th October 2022 be signed as a true record. With one abstention, all were in favour and thus it was
RESOLVED that the Chairman signs the Minutes as a true record.

F22/3171 MATTERS ARISING, for information
a) Viv-Up Registration
The support for staff and councillors will be available from 1st December 2022.

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b) Rubble / hardcore, Randlay Fields

Temporary storage of materials relating to the work to improve the footpaths in the area will cease following completion of the works programme.

c) Street Light between Dunstone and Deepdale

This has been reported to TWC.

The street light audit is still to be arranged.

F22/3172

FINANCE & GOVERNANCE

a) Minutes of the meeting held on 7th November 2022

Councillor H Unwin presented the Minutes of the meeting held on 7th November for information.

b) Recommendations

There were no recommendations

c) Financial Position

A full report had been made available to the Finance & Audit Committee on 7th November. Copies of the balance sheet and monthly payments have been shared with Members, for information. The current account balance at the end of October was £243114.68.

F22/3173

EVENTS COMMITTEE

a) Minutes of the meeting held on 31st October 2022

Councillor Johnson presented the Minutes of the meeting held on 31st October 2022 for information.

b) Christmas Events

The Chairman reminded all members of the Christmas Events.

Tickets are still available for the senior citizens Christmas lunch on Thursday, 8th December.

Councillor J Johnson and G Johnson left the meeting

F22/3174

HUMAN RESOURCES COMMITTEE

a) Minutes of the meeting held on 31st October 2022

Councillor Snell presented the Minutes of the meeting held on 31st October 2022 for information.

b) Recommendations

i) LMT Leader

It was proposed by Councillor Snell and seconded by Councillor Vaughan-Hodkinson, and all were in favour and thus it was

RESOLVED that the LMT Leader remain on 37 hours per week until the end of December, this will enable continued support for residents with garden tasks, as well as to continue the programme to keep paths clear of slippery leaves and other landscape tasks.

The Clerk left the meeting

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ii) The Clerk

In recent years, the roles and responsibilities of the Clerk have extended due to a number of new projects, but in particular the work as Co-Ordinator for SNAC. It was proposed by Councillor Snell, seconded by Councillor Vaughan-Hodkinson, all were in favour and thus it was

RESOLVED that the Clerk receive one additional SCP from April 2023, to be included in the budget.

Councillor Johnson, G Johnson and the Clerk returned to the meeting

iii) NALC / SLCC Salary Award

Information has been received that the agreed salary award for 2022/23 be available and back-dated to April 2022.

All staff will be eligible for the increase with immediate affect, and the back-pay in accordance with their contracts.

The Clerk confirmed that there is sufficient funding in the salary / PAYE budget to cover this additional expenditure which will be available for the next payroll.

F22/3175

ASSET & PROPERTY COMMITTEE

a) Minutes of the meeting held on 7th November 2022

Councillor Turley presented the Minutes of the meeting held on 7th November 2022, for information.

b) Recommendations

i) AP22/1459a

It was proposed by Councillor Turley and seconded by Councillor Johnson, all were in favour and thus it was

RESOLVED that the Parish Council employs the services of Paint UK for the installation of the protective wall covering for the Council Chamber at a cost of £380.00

ii) AP22/1460b

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

RESOLVED that the order be placed to mark out the football pitch at The Pavilion Field at a cost of £175.00

iii) AP22/1461b

It was proposed by Councillor Turley and seconded by Councillor Vaughan-Hodkinson, all were in favour and thus it was

RESOLVED that the order be placed for the drainage scheme to be installed at Randlay Allotments as soon as possible, at a cost of £4732.80 – this is to be funded from the grants already received.

iv) AP22/1464

It was proposed by Councillor Turley and seconded by Councillor H Unwin, all were in favour and thus it was

RESOLVED that two additional posts and brackets be purchased for the SID project to enable a post to remain in Hollinswood & Randlay.

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F22/3176 ENFORCEMENT & NEIGHBOURHOOD MATTERS

a) Community Action Team

The October and November Action Plans had been circulated.

An update had been received that seven anti-social behaviour orders have been served with fines issues for fly-tipping at Boulton Grange, evidence had been made available from the Parish CCTV camera.

b) TW – Employment of an ASB officer, for The Nedge

The Parish Council is pleased to be working with TWC and The Police on ASB issues across the Parish. A meeting with the recently appointed officer is to take place next week. Site visits will be included, and Randlay Local Centre will be added.

F22/3177 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 and legal updates.

b) Local Listed Buildings

A copy of the update register, with details of buildings removed too, has been circulated for information.

c) White Ribbon Event

Hollinswood & Randlay Parish supports this TW initiative and will promote the event which is to take place on 25th November.

d) Polling Stations and Places

Details of the changes, due to the boundary changes, have been made available. Randlay Community Centre and Hollinswood Neighbourhood Centre will remain the polling stations for our Parish residents.

F22/3178 PLANNING

a) Reports

i) The Hem

Copies of the responses from the applicant had been circulated to all members, for information.

Concerns remain due to the vague responses included within the letter. Members discussed their concerns further and it was agreed that the Parish Council should respond and to mention in particular, the lack of provision for Doctors and Dentists to cope with the additional 299 homes, as well as school spaces. Members agreed that there should have been a Section 106 contribution to health and well-being.

ii) Fireworks at Stafford Park

Members were concerned to receive the information from the Enforcement Officers regarding their visits to Stafford Park in connection with the complaints regarding late night fireworks.

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The CAT will be asked to monitor this further, especially for out of hours displays as they can often be heard after 11pm at night.

b) New Applications

TWC/2022/0885 Unit D, Stafford Park 2 – erection of a steel framed building

RESOLVED that the Parish Council would have no objections to the proposal.

TWC/2022/0891 36 Dodmoor Grange – vehicle access

RESOLVED that the Parish Council would support this application – it is good to encourage people to park off the road.

TWC/2022/0914 Former Reynold's House – hybrid application

There were numerous documents attached to the application on the TW e-planning system. Concern was expressed that this application was received after much of the work had already started. The site is not in our Parish, although Members recognized that it is our residents that will be affected by the additional homes and increased traffic. Our response will also include the need to ensure that the site is future-proofed and that solar panels are included, along with alternative heat sources and appropriate insulation. There must be adequate car park provision provided for the homes, hotel and businesses and the vehicular access must ensure that no extended delays and queues are created.

RESOLVED that the Parish Council accepts that there is little point in objecting as work has already started and there has been much publicity regarding the development of the site which is not in Hollinswood & Randlay Parish. However, Members would have valued an opportunity to be involved at an earlier stage, especially if this area could have been included within our boundary. Concerns will be included that consideration must be given to ensure that there are sufficient school places, and doctor and dentist provisions available.

F22/3179

WEST MERCIA POLICE REPORT

- a) The Parish walkabout with the police and PCSO took place on 18th November around Dunsheath.
- b) A property marking visit to the allotments has been arranged on Sunday, 27th November from 2pm until 3.30pm.
- c) Recent activity in Deepdale, and nearby estates, has been captured on CCTV and included in NW messages to inform local residents and to remind them to be vigilant and aware and therefore, to keep doors and windows locked.

F22/3180

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Councillor Turley updated Members on work that has taken place in the Valley in recent weeks. The ramp to the Woodlands School has been completed and funding has been identified for a new bench to be sited at the top of the Dingy Skipper Field.

Chris, Glyn and Liam are now trained walk leaders and we are pleased to welcome the Ramblers, who will be promoting monthly well-being walks around the Valley for all to enjoy – we believe these will be very popular. The first will be on 25th January, commencing at 10.30am from The Pavilion.

Quotations are to be obtained to add handrails at locations within the Valley.

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The work to tackle ash die back within the Valley is due to commence and the initial work will see the removal of seriously affected trees along the main pedestrian routes and is being funded by TWC.

Some remedial work will be required on completion of the work especially where vehicles have caused damage to verges.

Everyone is welcome to join the Parish Council and FoHRV for a seasonal walk on Wednesday, 28th December, from the Pavilion at 10.30am.

F22/3181 CHAIRMAN'S REPORT

a) Correspondence and Events

The Chairman has received a letter from King Charles III thanking the Parish Council for their communications at the loss of The Queen and his Accession as King.

The calendars for 2023, will arrive in the next few weeks, Members are asked to confirm which estates they can deliver to.

b) Chairman's Charity

Raffles will be held at both Christmas Fayres, raising funds for the Chairman's Charity. Other activities will also take place at the events.

Anyone with other fund-raising ideas, please contact the Chairman to discuss.

F22/3182 CLERK'S REPORT

a) Warm Welcome Hubs

These will be held at both centres and will start on 28th November. Posters have been displayed. Wherever possible, we have added these to existing events in order to support local groups and the community.

RCC	Mondays	10am until 12.30
HNC	Wednesdays	1pm until 2.30pm
	Thursdays	12 noon until 2.30pm
	Fridays	1.30 – 3.30pm

Refreshments will be available at all sessions.

A grant has been received from TWC to assist with funding.

b) Condolence Book

The Parish Condolence Book, for the late Queen Elizabeth has been deposited at Shropshire Archives.

c) Grounds Maintenance – Hollinswood & Randlay Flats

We will continue to work with TWC and all the landlords and free-holders to enhance the area around the flats at Hollinswood & Randlay.

TWC has contacted all the registered owners, most of which have now contacted the Parish Council and offered to work with us. This is a really positive step forward to improve the area for residents and visitors.

F22/3183 MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Turley reported that TWC is awaiting details of the support grant from Government.

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F22/3184

PARISH MATTERS

Thanks were extended to all Members who had attended the recent 'Meet Your Councillors' day – some of the following reports had been received from residents.

The following matters will be actioned or reported as necessary:

- a) Flooding on roundabout, Randlay Avenue to Stirchley Avenue
- b) Lots of areas suffering from flooding, TWC will be undertaking road drain clearance as soon as possible
- c) Request for a bench in Randlay Valley, on route from The Nedge to Stafford Park
- d) Publicity for the 'Meet Your Councillors' day needs to be more visible
- e) Village Green Path, Randlay damaged
- f) Inappropriate parking in Dunsheath
- g) Overgrown alleys, Dunsheath

All matters will be reported to the relevant organisations for action or undertaken by the Landscape Management Team.

F22/3166

MEETING SCHEDULE

Please note that the meetings scheduled for 3rd October have been postponed.

5 th December 2022	7pm	Climate Change	HNC
	8pm	Finance & Audit	
19 th December 2022	7.30pm	Full Council	Refreshments

There being no further business, the Chairman closed the meeting at 8.25pm, thanking members for their important contributions to the meeting.

SignedDate.....

Please note that these minutes will remain DRAFT until confirmed as a true record at the next Full Council meeting on Monday, 19th December 2022.