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## Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr C Turley

Clerk: Katrina Baker MBE MILCM

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### ASSET & PROPERTY COMMITTEE

Minutes of the meeting held on **Monday 16<sup>th</sup> January 2023** at **7.00p.m** at Hollinswood Neighbourhood Centre.

#### Present

Cllr C Turley  
Cllr J Creed  
Cllr S Unwin  
Cllr H Unwin  
Cllr L Ricketts  
Cllr G Sinclair

#### In attendance

|                              |              |              |               |
|------------------------------|--------------|--------------|---------------|
| Katrina Baker                | Glyn Johnson | Liam Seabury | Stuart Fisher |
| Councillor Vaughan-Hodkinson |              |              |               |

#### AP23/1467 Welcome

Councillor C Turley welcomed everyone, wishing them a Happy New Year, and thanked them for attending.

#### AP23/1468 Apologies

|             |                  |
|-------------|------------------|
| Cllr V Holt | Leave of Absence |
|-------------|------------------|

#### AP23/1469 Declarations of Interest

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|---------------------|---------------------|
| Councillor S Unwin  | FoHRV, RPS          |
| Councillor C Turley | FoHRV, SBPC         |
| Councillor J Creed  | FoHRV, SBPC         |
| Councillor H Unwin  | FoHRV, RPS and SBPC |

#### AP23/1470 Minutes of the meeting held on 7<sup>th</sup> November 2022

It was proposed by Councillor S Unwin and seconded by Councillor Creed that the Minutes of the meeting held on 7<sup>th</sup> November 2022 be agreed as a true record. With 1 abstention, all were in favour and thus it was

**RESOLVED that the Minutes be signed as a true record of the meeting.**

#### Matters Arising

The football posts had been installed and were already well used. The pitch will be marked out in the Spring.  
New chairs have been delivered to Hollinswood Pavilion.

#### AP23/1471 Decisions taken by the Chairman and Vice Chairman, in cases of urgency

None.

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### **AP23/1472 Matters relating to Randlay Valley**

Councillor Turley, as Chairman of the Friends of Hollinswood & Randlay Valley, updated Members on recent matters.

Work to remove the trees affected by ash dieback from the main pedestrian routes is under way, this is to be funded by TWC. Other work had been undertaken and a lot of clearance has been completed which will enable more wild flowers and bluebells to thrive. However, the work has not been completed, and some trees are still awaiting collection. This has resulted in some paths not being fully accessible.

The walk on 25<sup>th</sup> January will be led by Glyn and Chris will assist in confirming the route and undertaking the necessary Risk Assessments.

Permission has been granted to enable the Orienteering event in Telford Town Park, to extend into Randlay Valley later in the year.

An AGM will be arranged in February – this will be a face to face meeting, everyone welcome.

### **AP23/1473 Matters relating to Randlay Community Centre**

#### **a) Damage**

Damage had occurred over the Christmas period and no user group had owned up, therefore the cost of the repair will be split between three groups.

#### **b) Solar Panels**

Further discussions are taking place with the company and it has been established that a battery system will not be required initially. A discussion with National Grid will establish the number of panels, this information is required in order that we can receive a detailed quotation for consideration.

Further applications for grants will be submitted.

#### **c) Dishwasher**

The contract for a commercial dishwasher has ended and is no longer required. This will be replaced by a standard machine, suitable for staff use.

#### **d) Parking**

Parking at Randlay Local Centre continues to cause concern. Over 20 commercial vehicles are often seen parked in the car park. TWC and the owner / developers are in discussions to find a suitable solution. The care home is due to open in the Spring and the parking issues will significantly improve when contractors are no longer on site.

### **AP23/1474 Matters relating to Hollinswood Neighbourhood Centre**

#### **a) Installation of the Protective Wall Covering**

This work has been completed and has been a great improvement.

#### **b) Main Hall & redecorating**

The work has been completed.

The large mirror has been damaged and a quotation has been requested for a repair.

#### **c) Storeroom**

The storeroom has been redecorated. Consideration is being given to suitable floor covering.

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### AP23/1475 Matters relating to Hollinswood Pavilion & Field

**a) Less able access to Pavilion Field and Outdoor Gym Area**

Due to the extreme levels between the car park, gym area and field, the quotation for this work was in excess of £24,000. Members agreed that this was not a priority at this time.

**b) New Pavilion sign**

The sign is now on order and it is anticipated that it will be fitted by the end of January. A suitable location for the 'older' sign is being considered.

**c) Loft Ladder and Boards**

The Clerk had presented a report to Members for consideration. The information included details from three local companies.

There is an outstanding question regarding the size of the loft hatch. It was proposed by Councillor Sinclair, seconded by Councillor Ricketts, all were in favour and thus it is

|                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RECOMMENDED that the Parish Council requests funding from reserves to accept the quotation from Company C. However, prior to Full Council, details of the proposed entrance hatch, will be obtained.</b> |
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### AP23/1476 Randlay Allotments

**a) Bus Shelter Project**

The artist has visited the site and engaged with allotment tenants, all of whom have been willing to offer photographs and information. The design will reflect the four seasons and an initial draft will be available soon.

**b) Site Drainage**

The work around the paths has been completed and tenants are pleased with the outcome. Grass seed will be required in the Spring.

**c) Accessible Plot**

The plot surface has been completed and some used trellis and sleepers have been used to create the entrance and raised beds. Following completion of the construction, the company will return to complete the path route, suitable for a wheelchair user.

### AP23/1477 Randlay Valley Car Park

**a) Maintenance**

The reversing lines have been painted. Further maintenance work around the site will be completed in the Spring.

### AP23/1478 The Muddy

**a) New Sign**

The new sign has been provided by the Parish Council and will be located on the site.

**b) Land drainage**

A quotation, over £24,000, has been received. Members agreed that this was not a priority.

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**c) Sensory Garden & Trees**

The project is progressing well and offers an outdoor area for relaxation. Further work will be taking place in the Spring.

**AP23/1479 Other Matters**

**Hall Hire**

A report will be prepared with reference to a review of hall hire charges. Due to the ever-increasing costs, Members will be asked to consider some price increases. However, it is hoped that there will be an opportunity to hold the subsidized rate for the time being in order to support local groups offering a service to the residents of the parish.

**Tool Maintenance**

It is necessary for the LMT tools to be serviced before the Spring. The cost, for all the equipment, will be in the region of £500.

It was proposed by Councillor Sinclair and seconded by Councillor Creed, all were in favour and thus it is

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| <b>RECOMMENDED that £500 be allocated for this essential maintenance.</b> |
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**AP23/1480 Date of the next meeting**

27<sup>th</sup> February 2023

7pm

Council Chamber

There being no further business, the Chairman closed the meeting at 8.35pm thanking all the Members for the important contributions to a successful meeting.

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