
Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr C Turley

Clerk: Katrina Baker MBE MILCM

ASSET & PROPERTY COMMITTEE

Minutes of the meeting held on **Monday 27th February 2023** at **7.00p.m** at Hollinswood Neighbourhood Centre.

Present

Cllr C Turley
Cllr J Creed
Cllr S Unwin
Cllr H Unwin

In attendance

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

AP23/1481 Welcome

Councillor C Turley welcomed everyone and thanked them for attending.

AP23/1482 Apologies

Cllr V Holt	Leave of Absence
Cllr G Sinclair	Attending an alternative meeting
Cllr L Ricketts	Work Commitments

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

RESOLVED that the apologies, as listed, be accepted.

AP23/1483 Declarations of Interest

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

AP23/1484 Minutes of the meeting held on 16th January 2023

It was proposed by Councillor S Unwin and seconded by Councillor H Unwin that the Minutes of the meeting held on 16th January 2023 be agreed as a true record. All were in favour and thus it was

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

Matters Arising

The LMT Tools have been serviced and will be returned soon. The company is having difficulty in obtaining replacement parts for the mower – it may be necessary to replace the mower in the near future.

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AP23/1485 Decisions taken by the Chairman and Vice Chairman, in cases of urgency

The Chairman reported that following vandalism at Randlay Community Centre, the order to replace the damaged window had been agreed by the Chairman and Vice Chairman at a cost of £306.00 plus VAT – this will be fitted as soon as the window has been made.

AP23/1486 Hall Hire

Councillor H Unwin declared an interest as a potential user of RCC

It has been necessary to consider the income charges for the hire of the community buildings. This is due to a decrease in bookings and increases in core costs. Members agreed that the three rates remain appropriate in order to support the Parish Strategy – Council Supported, Council Subsidised and a Standard hall hire rate. Due to increases in the opening and locking costs, from the security company, increases are necessary at weekends and therefore, it was proposed by Councillor Turley, seconded by Councillor Creed, with one abstention, all were in favour and thus it was

RECOMMENDED that the hall hire charges would change from 1st April 2023. A list of new charges is available on request. There remains a minimum booking of 2 hours.

AP23/1487 Matters relating to Randlay Valley

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

- a) Lease
The lease agreement has been signed and returned to TWC in accordance with the legal requirements for the Local Nature Reserve Status.
- b) Work has progressed to provide new paths, following the completion of the tree works. However, wood is still to be removed from the Valley. Work to extend the disabled path and continued and new handrails have been provided.
- c) The Smallwoods Mercian Project will be working within the Valley on its Carbon Sequestration & BioDiversity Gain in Well Managed Woodlands project.
- d) The February Ramblers Walk was successful and enjoyed by those who attended.

AP23/1488 Matters relating to Randlay Community Centre

a) Cleaning Regime

Due to the changes in bookings and the requirements of the contract user groups, changes to the cleaning regime are under consideration. Quotations have been requested for hourly cleans and deep cleans.

The Parish Council has valued the support of the existing contractor over many years and this decision is not as a result of dissatisfaction with the quality of the work. It is necessary to make changes in order to support our own staff and to bring about more flexibility in the days and times of future cleans.

AP23/1489 Matters relating to Hollinswood Neighbourhood Centre

a) Storeroom

The first quotation was over £900, as this provides a hard wearing safety surface as recommended for store rooms. Other quotations will be obtained.

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AP23/1490 Matters relating to Hollinswood Pavilion & Field

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

An alternative quotation is awaited, before bringing this back to the Committee for consideration.

b) Loft Ladder and Boards

Work has been completed and the loft is accessible and the insulation will be of great benefit.

c) Raised planters (front of building)

A Grassroots Grant, from TW CVS, has been applied for and an order placed for raised planters to the front of the building, particularly to be used by SNAC.

d) Three Little Pigs

Thanks were extended to TWC for the donation of 3 Little Pig benches which will be located at The Pavilion in the near future.

AP23/1491 Randlay Allotments

a) Annual Rents

The invoices have been sent to tenants, there remains some confusion regarding small and large size plots and members considered if there should be a change to £ per sq mt – this may be considered for next year, but in the meantime there are only a few payments still outstanding.

Notice has been given to the tenants that there will be an increase in the rent next year – this will be necessary due to the increased costs (for example water).

b) Meet Your Councillors Day

The event on 18th March will be part One of the Green Day planned to take place in the Autumn. Groups and organisations are welcome to attend and share ideas and good practice.

AP23/1492 Randlay Valley Car Park

a) Hire Charges

It will be necessary to increase the hire of the car park slightly for commercial use.

The area has recently been used for vehicle checks by DVLA and WMP – they may request a tarmac pad to be installed in the future.

AP23/1493 The Muddy

a) Sensory Garden & Trees

The project is progressing well and offers an outdoor area for relaxation. Further work is now required.

Another 420 tree whips will arrived in the next few weeks, some will be planted at the Muddy and others in Randlay Valley.

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AP23/1494 Other Matters

Work Experience

A request has been received and we look forward to welcoming a young person from 3rd to 7th July. The young person will work alongside the LM Team on outdoor work whilst also gaining an insight into the work of a Parish Council.

AP23/1495 Date of the next meeting

As per the new meeting schedule when it is available.

There being no further business, the Chairman closed the meeting at 7.40pm thanking all the Members for the important contributions to a successful meeting.

Signed Date