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## Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr H Unwin

Clerk: Katrina Baker MBE MILCM

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### ASSET & PROPERTY COMMITTEE

Minutes of the meeting held on **Monday 5<sup>th</sup> June 2023 at 7.00p.m** in the Council Chamber at Hollinswood Neighbourhood Centre.

#### Present

Cllr C Turley  
Cllr C Prescott

Cllr S Unwin  
Cllr J Creed

Cllr H Unwin  
Cllr C Furnival (from AP23/0007)

#### In attendance

Katrina Baker

Glyn Johnson

Liam Seabury

#### AP23/0001 Welcome

The Clerk welcomed everyone to the meeting and reminded Members of the Terms of Reference and Good Housekeeping Rules, for effective meetings.

#### AP23/0002 Election of Chairman

Councillor C Turley

Proposed by Councillor H Unwin

Councillor C Turley did not accept the nomination

Councillor H Unwin

Proposed by Councillor S Unwin

Seconded by Councillor J Creed

All were in favour and thus it was

<b>RESOLVED that Councillor Harvey Unwin be elected as Chairman of the Asset &amp; Property Committee for 2023/24.</b>
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#### AP23/0003 Declaration of Acceptance of Office

Councillor H Unwin read and signed the Declaration, which was witnessed by the Clerk.

#### AP23/0004 Apologies

Stuart Fisher

#### AP23/005 Election of Vice Chairman

Councillor J Creed

Proposed by S Unwin

Proposed C Turley

All were in favour and thus it was

<b>RESOLVED that Councillor J Creed be elected as Vice Chairman of the Asset &amp; Property Committee for 2023/24.</b>
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#### AP23/0006 Declaration of Acceptance of Office

Councillor J Creed read and signed the Declaration, which was witnessed by the Clerk.

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Councillor C Furnival arrived

### AP23/0007 Declarations of Interest

Councillor S Unwin	FoHRV, RPS, TWC
Councillor C Turley	FoHRV, SBPC, TWC, GDTC, MTC
Councillor J Creed	FoHRV, FoTTP, SBPC
Councillor H Unwin	FoHRV, RPS
Councillor C Prescott	FoHRV, RPS, TWC
Councillor C Furnival	LDPC, MTC, SBPC, FoHLM

### AP23/0008 Minutes of the meeting held on 27<sup>th</sup> February 2023

It was proposed by Councillor S Unwin and seconded by Councillor Turley that the Minutes of the meeting held on 27<sup>th</sup> February 2023 be agreed as a true record. With two abstentions, all were in favour and thus it was

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

### AP23/0009 Matters Relating to Randlay Community Centre

The outside brick wall has been repaired, and we have taken the opportunity for the bricks to be sealed to prevent the problem reoccurring in the near future. This had been authorised by the Chairman and Vice Chairman due to the health and safety implications.

Following an incident at a private function, the glass panel at the front entrance had been damaged. A quotation of £280 has been received and included to replace the glass with metal. A further quotation has been requested from Cyclone Sign and Print to add our logo to the panel when installed.

### AP23/0010 Matters Relating to Hollinswood Neighbourhood Centre

There were no issues to report.

The Clerk requested that the Committee consider the purchase of new chairs for the Council Chamber, this will be added to the next agenda for consideration.

### AP23/0011 Matters relating to Hollinswood Pavilion & Field

A permanent all ability ramp has been created at the front entrance of the building. The lock-up container has now been removed.

A date for the external painting of the Pavilion is awaited, this is likely to be in August.

The Clerk requested that the Committee considers the purchase and installation of a sound system for the Pavilion building, to assist in particular with SNAC sessions when the mobile unit is not appropriate. This will be added to the next agenda for consideration.

The provision of an extension for a washing room facility for SNAC will be added to a future agenda for consideration.

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### **AP23/0012 Randlay Allotments**

The site is looking tidy and most plots are well kept. A visit will be arranged in the Summer, which can incorporate the Allotment Competitions (if agreed) so that all members are aware of the facility. We have a waiting list.

### **AP23/0013 Randlay Valley Car Park**

A meeting took place with Telford International Centre to confirm the policy with regards to their use and charges.

The car park is well used by visitors to the Town Park and Randlay Valley and the maintenance is included in the monthly schedule.

RTITB continue to use the car park, for a fee, and they have created an area for their use which has included lining the surface. This does not affect its use.

### **AP23/0014 The Muddy**

#### **a) Sensory Garden**

More regular maintenance is required.

#### **b) Next Steps**

Details of the drainage options are needed as soon as possible.

### **AP23/0015 Outdoor Gym Experiences**

Both sites are well used, although Randlay is the most popular. We will be looking to provide some training sessions in the future.

Our RoSPA inspection regime includes regular weekly visual checks by the Team members and the bi-monthly inspections by the Clerk, as a qualified RoSPA Inspector. The Annual RoSPA is provided under a contract and includes maintenance, as required.

Members were asked to consider offering a place on the next Telford RoSPA Training for Liam.

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

<b>RECOMMENDED that L Seabury be registered to attend the two-day RoSPA Training Course and to take the Examination to be qualified. This will be funded from the PET budget.</b>
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### **AP23/0016 Speed Indicator Device**

LMT continues to rotate the device between the locations in Hollinswood & Randlay and download the data on every change. The results are showing the effectiveness of the SIDs, however, there are trends showing late night speeding issues and the information has been passed to TWC and to the police, for their consideration.

### **AP23/0017 Other Matters**

#### **Parish Garden Scheme**

The scheme now has its maximum number of gardens (30) and if we receive more enquiries, we will start a waiting list.

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### **AP23/0018    Date of the next meeting**

3<sup>rd</sup> July 2023

7pm

Council Chamber

There being no further business, the Chairman closed the meeting at 7.25pm thanking all the Members for the important contributions to a successful meeting.

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