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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 3<sup>rd</sup> July 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

#### In attendance

Katrina Baker  
Cllr Vaughan-Hodkinson

Glyn Johnson

Liam Seabury

Stuart Fisher

#### AP23/0019 Welcome

The Chairman welcomed everyone to the meeting and thanked them for attending.

#### AP23/0020 Apologies

Cllr Connor Furnival

Personal Commitments

**RESOLVED that the apologies from Councillor Furnival be accepted.**

#### Absent

Councillor P Cranfield

#### AP23/0021 Declarations of Interest

Councillor S Unwin  
Councillor C Turley  
Councillor J Creed  
Councillor H Unwin  
Councillor C Prescott

FoHRV, RPS, TWC  
FoHRV, SBPC, TWC, GDTC, MTC  
FoHRV, FoTTP, SBPC  
FoHRV, RPS  
FoHRV, RPS, TWC

#### AP23/0022 Minutes of the meeting held on 6<sup>th</sup> June 2023

It was proposed by Councillor Turley and seconded by Councillor Prescott that the Minutes of the meeting held on 6<sup>th</sup> June 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.**

#### AP23/0023 Matters Relating to Randlay Community Centre

##### a Installation of Solar Panels

Stuart presented the information obtained regarding the proposal to install solar panels on two of the roof sections at Randlay Community Centre.

Discussions have been ongoing for some time, and details have been gathered regarding the alternative options available.

An online formula is used by the companies, which produces comparable information and the two recommended systems, which do not include a battery, will produce a significant saving on

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energy costs over the lifetime of the panels. However, there remain some unanswered questions particularly in regards to maintenance and other ongoing costs.

Members agreed that this project is an important part of our Zero30 project, and the savings will be an added bonus. Such a system would also enable the Parish Council to consider alternative options for heating and cooling the buildings in the future.

Members were reminded that we have a £10,000 grant available towards the project as an earmarked reserve and that £25,000 was allocated in the budget. The cost of the hire of scaffolding is still to be determined but is estimated to be between £3500 and £5000 depending on the system chosen and that funding will be made available from reserves to complete the project in this financial year.

Whilst there is no urgency for this project, the grant is time-sensitive and the quotations are only valid for a specified time. It was therefore proposed by Councillor H Unwin and seconded by Councillor Prescott, all were in favour and thus it was

**RESOLVED that the Parish Council continues its aim to install solar panels on the roof of Randlay Community Centre. In order to progress this project, Councillor H Unwin and Councillor Creed (Chairman and Vice Chairman) will meet with representatives of the companies to ask the questions and ascertain any missing information. This will enable a recommendation to be put to Full Council.**

### **b) Moveable Wall**

The Clerk confirmed that due to a recent increase in bookings for Hall 2 and 3 independently, the Wall will remain at Randlay Community Centre and will be maintained with the current contract for insurance purposes.

**AP23/0024**

## **Matters Relating to Hollinswood Neighbourhood Centre**

### **a) Replacement chairs for the Council Chamber**

The chairs currently in use were second-hand and many are now damaged in some way and some have already been discarded.

Due to the current main uses of the hall, it had been agreed that 20 padded chairs are required and members agreed that they should be blue.

Three quotations had been received and Members checked the specification and selected company C, at a total cost of £740.00 with free delivery. However, Members wanted to use a local company, if at all possible and it was therefore proposed by Councillor H Unwin and seconded by Councillor S Unwin, all were in favour and thus it is

**RECOMMENDED that funds be allocated from reserves for the purchase of 20 padded chairs. Specification details will be checked and an alternative quotation will be obtained from a local (Telford) company and these details will be included in the recommendation.**

### **b) External Planters**

The Spring flowering plants are coming to an end, but calendular and sunflowers are beginning to flower. It has been agreed that the containers will be emptied after the Summer flowering season and treated with a suitable wood preservative before re-planting for the Autumn.

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### **AP23/0025 Matters relating to Hollinswood Pavilion & Field**

#### **a) Sound System**

It had previously been agreed that consideration should be given to the installation of a sound system in the main hall. This would have the benefit of being controlled by Parish Council staff and reduce the storage space needed for user group speakers.

Four companies had been approached and quotations received to provide such a system. However, as a specification had not been provided, they were not like-for-like. Members discounted two companies as not providing a system suitable for the facility. Details of the specification of the speakers and the installation plan will be obtained and presented to the next meeting for consideration.

#### **b) External Painting**

It is planned that the work will be completed between 18<sup>th</sup> and 20<sup>th</sup> August 2023.

#### **c) A permanent all ability ramp has been created at the front entrance of the building.**

### **AP23/0026 Randlay Allotments**

The site is looking tidy and most plots are well kept. A visit will be arranged on a Saturday at the end of July or beginning of August. Members may consider reintroducing the competitions next year.

### **AP23/0027 Randlay Valley Car Park**

Consideration was given to holding a re-use / re-cycle (car boot type) event. However, it was agreed to add this to an Events Committee Agenda to discuss the use of the Pavilion Field in the Autumn.

Replacement signs are needed.

### **AP23/0028 The Muddy**

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

More regular maintenance is required. The trees and hedging plants are doing well, some plants in the raised beds need attention.

### **AP23/0029 Outdoor Gym Experiences**

Cleaning will be added to the schedule for weekly inspections.

### **AP23/0030 Speed Indicator Device**

Information downloaded from the SID device is now being shared with the Police at their request so that they include evidence in reports that they submit with concerns over excessive speed in the parish.

### **AP23/0031 Other Matters**

#### **Ride-On Mower**

Members agreed to consider the purchase of a suitable machine for use in the Parish and in Randlay Valley. Details of options with associated costs, will be provided when available. The total costs, including maintenance, insurance, training etc. may be shared with partner

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organisations which will be benefit from the equipment. Members will also need to be confident that a secure store can be available for the mower.

### **AP23/0032 Date of the next meeting**

2<sup>nd</sup> October 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 .....