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## Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE

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### FULL COUNCIL

11<sup>th</sup> July 2023

To all Members, Hollinswood & Randlay Parish Council  
Copied to others for information

Dear Councillors

You are hereby summoned to attend the **Full Council** meeting on **Monday 17<sup>th</sup> July 2023** at **Randlay Community Centre at 7.30pm.**

A zoom link can be available for the public to attend, please request the link by emailing [enquiries@harpc.org.uk](mailto:enquiries@harpc.org.uk) before 12 noon on the day of the meeting.

### A G E N D A

#### 1. Welcome

The Chairman will welcome everyone to the meeting.

#### Public Session

This is an opportunity for any local resident to raise issues or matters for consideration with the Parish Councillors.

#### 2. Apologies

- a) To receive apologies for absence from Members of the Council. A reason for absence must be given and Members are required to consider any necessary approval.

#### 3. Declarations of Interest & Dispensations

To receive declarations of pecuniary interest (DPI) from members in respect of any matter on the agenda, the nature of any interests and whether the Member regards the interest to be prejudicial in accordance with Chapter 7 of the Localism Act 2011 and in the secondary legislation made under the Act, particularly in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question and to leave the meeting if necessary.

#### 4. Minutes of the meeting held on 19<sup>th</sup> June 2023

Members are required to confirm, as accurate, the Minutes of the last meeting which have been circulated.

#### 5. Matters arising, for information only, from the June Minutes (not otherwise included in this Agenda).

- a) A place has been secured on the RoSPA training course.

#### 6. Finance & Governance

- a) Councillor H Unwin will present the Minutes of the meeting held on 3<sup>rd</sup> July 2023, for information

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b) Recommendation

**FA23/023 Island Sponsorship**

**To continue the initiative. Funding has been included on the 2023/24 budget and TWC has confirmed that there will be no increase in cost (£1500) and that the contract is available for a further four-year period from August 2023.**

A replacement sign (for the one damaged) is on order and details of additional planting options have been requested.

The Parish Council may consider approaching SNAC and FoHRV for a contribution towards the cost.

c) Financial Reports

- i) Copies of the financial statements for the end of June 2023 have been circulated, for information.
- ii) Details of all receipts and payments have been circulated.
- iii) Expenditure over £500 is available on the website.
- iv) June VAT has been reclaimed
- v) To agree to vire up to £800 from general reserves to purchase 20 padded chairs for the Council Chamber.

d) Risk Management

- i) Accident and Near Miss reports

e) Volunteer Policy and Contracts

Updated documents are now available

### 7. Asset & Property Committee

- a) Councillor H Unwin will present the Minutes of the meeting held on 3<sup>rd</sup> July 2023, for information
- b) Recommendations

**AP23/0023a The Parish Council continues its aim to install solar panels on the roof of Randlay Community Centre. The Chairman and Vice Chairman will update on progress to date.**

**AP23/0024a To purchase 20 padded chairs for the Council Chamber. An alternative quotation from a Telford based company has been received, the specification remains the same, at a cost not to exceed £800.**

### 8. Climate Change Working Group

- a) Councillor Vaughan-Hodkinson will present the Minutes of the meeting held on 26<sup>th</sup> June 2023, for information
- b) To confirm that the Parish Council has and will continue the process of phasing out its own use of single-use plastics as well as encouraging local businesses and organisations to work towards the same objective.
- c) Arrangements are progressing well for the 'We Love to Be Green' event on 21<sup>st</sup> October at Hollinswood Pavilion Field.

### 9. Events Committee

- a) Councillor Johnson will present the Minutes of the meeting held on 26<sup>th</sup> June 2023, for information.
- b)

Hollinswood Neighbourhood Centre, 7 Downmead, Hollinswood, Telford TF3 2EW Tel: 01952 567961

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Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Agreement –  
A commitment by all to work together for the benefit of the wider community.

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c) Recommendation

<b>E23/020     The Parish Council will purchase a quantity of royal blue polo shirts with the PC logo in various sizes, at a cost of £6.50 each from the Events / Uniform budgets.</b>
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d) Fun Day 2023

To receive the notes from the De-Brief and discuss any matters for consideration

e) SNAC Fun Day and Games Day – publicity

### 10. Correspondence

All correspondence received has been shared with Members. Members have had the opportunity to request that any item be added to the Agenda for further consideration.

- a) Information from SALC – circulated
- b) Planning and Development Information and Training Sessions
- c) OPCC – Parish & Town Council Survey
- d) Parish & Town Council Conference – 4<sup>th</sup> October 2023 – Oakengates Theatre

### 11. Planning

a) To receive any reports or updates on planning issues

a) New applications for consideration

- i) TWC/2023/0419                      129 Dunsheath, Hollinswood  
Change of Use from public open space to garden land and erection of a 1.84m high fence (amended description)
- ii) TWC/2023/0492                      1 Fairburn Road, Randlay  
To erect a single storey rear extension and first floor side extension

Please access the information, prior to the meeting, on [telford.gov.uk/planning](http://telford.gov.uk/planning)

### 12. West Mercia Police Report

a) The Nedge SNT – updates

### 13. Friends of Hollinswood & Randlay Valley

a) Projects – Report & Updates

### 14. Chairman's Report & Charity.

a) Chairman's communications

- i) Boundary Commission – meeting on Teams -

b) Chairman's Charity

- i) To consider a Hollinswood & Randlay's Got Talent event
- ii) To consider other fund-raising ideas

### 15. Clerk's Report

- a) Crucial Crew 2023 – staff as volunteer stewards
- b) ASB Event – Hollinswood – TWC and Police – 3<sup>rd</sup> July

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### Councillors Reports

Meet Your Councillors – 15<sup>th</sup> July 2023

Attendance at the Planning & Development information and training events (so far)

### 16. Matters from Telford & Wrekin Council

Councillor C Turley

### 17. Parish Matters

This is an opportunity for Members to discuss any matters raised in the public session or to bring to the attention of the meeting any local matters or issues.

### 18. Date of next meetings:

4 <sup>th</sup> September 2023	7pm 7.30pm	HR Committee YPP	Council Chamber Council Chamber
18 <sup>th</sup> September 2023	7.30pm	Full Council	Hollinswood N Centre
30 <sup>th</sup> September 2023	10am	Strategy Day	Hollinswood Pavilion

Katrina Baker  
Clerk to the Council

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