
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 18th September 2023** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors

- S Unwin (Chairman)
- S Snell
- C Turley
- H Unwin
- J Creed
- S Vaughan-Hodkinson
- C Furnival
- P Cranfield
- P Farrar
- J Johnson
- C Prescott

In Attendance:

- K Baker (Clerk)
- G Johnson
- 6 Members of the Public

F23/0080 WELCOME

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

PUBLIC SESSION

The following issues were raised:

Hedge-cutting within the estates

Untidy front gardens

Fly-tipping

Use of alleyways by horse and riders

House parties – late night music in the street

Town Park events

Speed of vehicles in estates

Unadopted road surfaces

Ramp / steps outside of HNC – consider the provision of a handrail

F23/0081 APOLOGIES & APPROVAL

None

F23/0082 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Cranfield	FoHRV, FoTTP
Creed	FoHRV, FoTTP
Farrar	Wednesday Wizards
Furnival	SBPC, FoHLM, FoTTP, CPRE
Johnson	TWC, HPS, Wizards, HR, FoHRV
Prescott	TWC, RPS, FoHRV
Snell	RTITB

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Turley	FoHRV, TWC, SBPC, GDTC, FoTTP
Unwin H	FoHRV, Randlay Primary School,
Unwin S	FoHRV, Randlay Primary School, TWC
Vaughan-Hodkinson	FoHRV, SBPC

Members were reminded that a form is available for anyone wishing to request a dispensation to be allowed to speak on any matter on which they have declared an interest.

F23/0083 MINUTES OF THE MEETING HELD ON 17th JULY 2023

It was proposed by Councillor Snell and seconded by Councillor Farrar that the Minutes of the meeting held on 17th July 2023 be signed as a true record.
All were in favour and thus it was

RESOLVED that the Chairman signs the Minutes as a true record.

F23/0084 MATTERS ARISING, for information

a) RoSPA Training

Liam will be attending the two-day course on 27th and 28th September 2023.

b) Solar Panel Companie

A meeting for the Chairman and Vice Chairman of the Asset & Property Committee will take place on Friday, 22nd September 2023.

c) The new Chairs and Blue shirts

The items have been received.

F23/0085 FINANCE & GOVERNANCE

a) Financial Reports

- i) A financial report had been circulated for the end of August 2023, which showed a Current Account balance of £133,222.64. There remains £100,000 in the CCLA Account which has earned £433.19 interest in August.
- ii) A copy of the receipts and payments for the month had been circulated, for information.
- iii) All payments over £500 will appear on the website, in accordance with the Transparency Code.
- iv) The VAT (£2744.52) had been reclaimed for July and August.
- v) Grant Applications
 - **Friends of Telford Town Park**
Cllrs JC. CT, SVH, PC and CF declared an interest and left the meeting
It was proposed by Councillor Snell and seconded by Councillor Johnson that £100 be considered. It was proposed by Councillor S Unwin and seconded by Councillor Farrar that £200 be offered. The £100 proposal was not supported and the £200 was considered. All were in favour and thus it was

RESOLVED that a grant of £200 be made available to Friends of Telford Town Park for new tools.

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

- **Hollinswood Primary School**

Cllr Johnson declared an interest and left the meeting

It was proposed by Councillor Snell and seconded by Councillor Vaughan-Hodkinson, all were in favour and thus it was

RESOLVED that a grant of £800 be made available to Hollinswood Primary School to enable all children to have an opportunity to attend a residential visit.

- **Telford Chin Woo**

It was proposed by Councillor Snell and seconded by Councillor H Unwin that £50 be granted. With two abstentions, it was

RESOLVED that a grant of £50 be made available to Telford Chin Woo. Within the offer letter, the Parish Council will offer to promote the classes using our website and screens.

b) Risk Management

There had been one incident at Hollinswood Pavilion, this is included in the accident book although it was due to an illness rather than an accident.

F23/0086

HUMAN RESOURCES COMMITTEE

a) Report

Councillor S Snell presented the Minutes of the meeting held on 4th September, for information. There were no recommendations.

b) Committee Vacancy

It was proposed by Councillor Prescott and seconded by Councillor Snell that Councillor Farrar be elected to the vacant position on the HR Committee. All were in favour and thus it was

RESOLVED that Councillor Farrar is elected to the Human Resources Committee.

c) Consideration of the CAT Team contracts

A meeting will take place for the Councillors to discuss the options available with representatives from Telford & Wrekin Council.

F23/0087

YOUTH PROVISION PARTNERSHIP

a) Report

Councillor S Unwin presented the Minutes of the meeting held on 4th September, for information.

b) Youth Provision

Hollinswood & Randlay Parish Council is grateful to SYA, who are currently undertaking some consultation with the young people in the Parish (ages 14 – 17 in particular). This will continue until the end of October and will provide some information and data for the Committee to consider further options for youth provision in the Parish.

Hollinswood and Randlay Parish Council

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F23/0088

CORRESPONDENCE

All information received is shared with Members as soon as possible.

a) Information from SALC

Members are encouraged to read the regular updates which include important information and legal updates.

b) Planning And Development Training and Information Sessions

Members will confirm to the Clerk when they have attended in order that it is recognized and recorded in our Training Policy and Register. A copy of the information from each session will be available for those unable to attend any of the sessions.

c) TW Parish & Town Council Conference

This will take place at Oakengates Theatre on 4th October 2023 from 9am until 4.30pm. Booking will be via the Clerk through Eventbrite.

d) Verges, Hedges and Watercourses – conference

Details of a further conference are available, this will take place on 13th October at Montford.

F23/0089

PLANNING

a) Reports

Excellency Midlands

The information relating to this Stafford Park business and current enforcement matters has been shared with Members.

b) New Applications

TWC/2023/0972

Land fronting units A1 – A2 Stafford Park 11

Amended plans and additional drainage information

RESOLVED that the Parish Council would have no objections.

TWC/2023/0654

Entanet International Ltd, Stafford Park 6

Change of Use to exhibition and banquet hall and associated facilities (part retrospective)

Councillors shared continued concerns regarding the establishment and in relation to

Car parking

Timing of events

No of people

Contradiction of information available

Noise levels

Fire Regulations

RESOLVED that the Parish Council is not in a position to support this application due to the outstanding breach of conditions and enforcement action.

Hollinswood and Randlay Parish Council

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TWC/2023/0623

Site of International House, Stafford Park 11

Demolition of the existing three-storey ancillary office, accommodation and warehouse and the erection of one industrial building with ancillary office space, service yard, car parking and landscaping.

RESOLVED that the Parish Council would have no objections to the proposals.
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c) Link Councillor – Planning and Development

Members thanked Councillor Farrar for volunteering. The offer was gratefully accepted and Councillor Farrar would act, with Councillors S Unwin, H Unwin and Turley as Link Councillors for planning and development.

F23/0090

WEST MERCIA POLICE REPORT

No-one was available to attend tonight's meeting and no report had been received. However, regular contact remains between the Parish Council and our Safer Neighbourhood Team and we have been working together on local issues.

F23/0091

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Projects

Councillor Turley, Chairman of FoHRV, updated Members on the work in Randlay Valley. Two volunteer days had taken place in July and August. Unfortunately, no one attended the August Ramblers Session. Social Prescribing has agreed to include the Valley and the Bench to Bench project is awaiting the plaques. The leaflet is being drafted.

A mapping project will be arranged in the near future.

Events

Councillor S Unwin updated members on the successful Teddy Bear's Picnic event which was fairly well attended along with the litter pick.

A Halloween Trail will take place on 27th October in Randlay Valley. No booking necessary.

F23/0092

CHAIRMAN'S REPORT

a) Correspondence

Telford & Wrekin Bus User Group

A meeting had taken place at Hollinswood Neighbourhood Centre for residents and bus users to have an opportunity to discuss the local bus services with Arriva. It was well attended.

Letter from the King & Queen

The Chairman read a letter which had been received to thank the Parish Council for their letter and commemorative coin which had been sent to commemorate their Coronation.

Randlay Primary School – Mile Track

The Chairman had attended the official opening of the new Mile Track.

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Friends of Telford Town Park

The Chairman and Vice Chairman have been invited to an Anniversary Celebration on the 29th September. There is also a 20th Anniversary Display in the Library at Southwater.

b) Chairman's Charity & Events

- i) Parish Talent Event
Expressions of Interest are still invited. A minimum number of performers will be required before the event can be organized.
- ii) Quiz and Bingo nights will be organized
- iii) The current balance is £1119.79
- iv) 8 Bleed Kits have already been purchased. These will be located in the defibrillator cabinets at our Centres, at the schools and at the local shops.

F23/0093

CLERK'S REPORT

a) HHAH Summer Holiday Club

This has been well attended with lots of fun. Thanks were extended to all the staff who had helped to make this possible.

b) Vacancy for a Parish Councillor

Following the recent resignation, the vacancy has been advertised. If no election is called, by 28th September, the vacancy can be advertised for co-option and will appear on the October Agenda.

c) Urban Games

It is hoped that activities can be included at Randlay in the October half term. A wrestling session is being investigated.

d) We Love to be Green Day

This will take place on 21st October at The Pavilion from 12 noon until 2pm. A Planning meeting will be arranged in mid-October.

e) Stafford Park

A newsletter has been designed, specifically to introduce the Parish Council and our events to the companies on Stafford Park.

f) Water Leak at The Pavilion

Thanks were extended to John, Glyn and Liam for their work to repair a significant underground water leak, which has resulted in a large water bill for the last period.

COUNCILLOR'S REPORT

The recent 'Meet Your Councillors' Day took place on 16th September at both Hollinswood and Randlay.

The bootcamps have not been well attended by members of the community, although some Councillors have enjoyed the opportunity to have-a-go. Discussions are continuing with Energise in order to continue to initiative after the trial sessions have finished.

Councillor Vaughan-Hodkinson had walked from Madeley with the Chief Constable, to raise awareness of lighting, overgrown bushes and the need for CCTV – for women to feel safer.

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F23/0094 MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Turley reported that it is all quiet for the time being, as it has been the Summer recess.

F23/0095 PARISH MATTERS

The following matters will be actioned or reported as necessary:

- a) Request for lights from The Arena to Fisherman's Walk – especially for events held in the Town Park
- b) Overhanging Trees – Randlay Avenue, Broad Oaks, Longmeadow, Randlay Fields, Stirchley Avenue
- c) Graffiti in Mo's Underpass
- d) Installation of new litter bins
- e) Overgrown paths
- f) Installation of the recycled bench within the Valley
- g) Fence at Norwich Drive Park
- h) Grass outside of The Maples
- i) Positions of the SIDs
- j) Traffic Lights on Randlay Avenue
- k) Randlay namesign
- l) Fly-tipping – Dunstone
- m) Path behind The Maples
- n) Parking at Randlay Primary School
- o) Randlay Speed Table – Randlay Avenue

All matters will be reported to the relevant organisations for action or undertaken by the Parish Landscape Management Team.

F23/0096 MEETING SCHEDULE

30 th September 2023	10am	Strategy Day	Pavilion
2 nd October 2023	7pm 8pm	Asset & Property Finance & Audit	Council Chamber
16 th October 2023	7.30pm	Full Council	Randlay CC

There being no further business, the Chairman closed the meeting at 9.25pm, thanking members for their important contributions to the meeting.

Signed Date.....