
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 16th October 2023** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors S Unwin (Chairman)
S Snell
C Turley
J Creed
S Vaughan-Hodkinson
P Cranfield
C Prescott

In Attendance: K Baker (Clerk)
G Johnson
S Fisher
L Seabury

F23/0097 WELCOME

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

PUBLIC SESSION

None

F23/0098 APOLOGIES & APPROVAL

Councillor H Unwin	Work Commitments
Councillor P Farrar	Holiday
Councillor J Johnson	Work Commitments
Councillor C Furnival	No reason given

It was proposed by Councillor Creed and seconded by Councillor Snell, all were in favour and thus it was

RESOLVED that the apologies be accepted.

F23/0099 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Cranfield	FoHRV, FoTTP
Creed	FoHRV, FoTTP
Prescott	TWC, RPS, FoHRV
Snell	RTITB
Turley	FoHRV, TWC, SBPC, GDTC, FoTTP
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.

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F23/0100 VACANCY FOR A PARISH COUNCILLOR

No applications had been received, however a local enquiry has been received which may result in an application. This will appear on the November Agenda.
A poster will be provided to Stafford Park companies, for their information.

F23/0101 MINUTES OF THE MEETING HELD ON 18th SEPTEMBER 2023

It was proposed by Councillor Snell and seconded by Councillor Creed that the Minutes of the meeting held on 18th September 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.

F23/0102 MATTERS ARISING, for information

a) RoSPA Training

Members congratulated Liam as he has completed his training and passed the qualification.

b) Town Park Events

Communications have been received regarding the noise and disturbance from events in the Arena. TWC will amend its hiring agreements to take into consideration the need for regular monitoring through the event. Not all events are TWC and some hire a promotional company to make the arrangements. No 'free' tickets had been made available by TWC.

c) Overgrown Hedges

Most of those reported have received attention and those still waiting will be monitored and a further report submitted, if needed.

d) Use of alleyways

There are no restrictions on the use of alleyways within the estates by horse and riders.

e) ASB in Estates

The police have all details relating to street parties and speeding and will be monitoring future occurrences and speaking to the residents involved.

f) Unadopted road surfaces

The Highways Team has confirmed that following a site visit to Deepdale, no safety issues were identified. The road structure is sound. They will continue to monitor the area and add to a maintenance programme when work is required if funding can be made available as the area in Deepdale is unadopted and therefore the highways budget cannot be used.

F23/0103 FINANCE & GOVERNANCE

a) Minutes

Councillor Snell presented the Minutes of the meeting held on 2nd October, for information.

b) Recommendations

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

RESOLVED that £39,000 be vired from Reserves into the Randlay Solar Panel budget.

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

RESOLVED that £1700 be vired from Reserves into the Pavilion budget for the PA system.

- lii) it was proposed by Councillor Snell, seconded by Councillor Creed, all were in favour and thus it was

RESOLVED that £381 be transferred within the HNC budget to purchase the two low chairs and table for the Council Chamber.

Councillor S Unwin and Councillor C Prescott declared an interest and took no part in the following discussion or decisions.

- iv) It was proposed by Councillor Snell, seconded by Councillor Cranfield, with two abstentions it was

RESOLVED that the funding within the Christmas Budget be used to enable Yr 6 pupils from Randlay Primary School to attend the Pantomime at Oakengates Theatre.

- v) It was proposed by Councillor Snell, seconded by Councillor Turley, with two abstentions it was

RESOLVED that £500 be allocated from the Grants Budget, in accordance with LGA 1972 s 137, to purchase bikes for Randlay Primary School Children.

c) Financial Reports

- i) A financial report had been circulated for the end of September 2023, which showed a Current Account balance of £227,793.02. There remains £100,000 in the CCLA Account which had earned £409.35 interest in September.
- 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 (£1400.37) had been reclaimed for September.

d) Parish Strategy

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

RESOLVED that the Parish Strategy (copies had been circulated) for 2024/25 be adopted.

e) Risk Management

There have been no incidents or near misses. The Risk Management Plan is current and requires no updates at this time.

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f) Community Governance Review

i) Initial Consultation Responses

Members took time to discuss and consider this opportunity to amend boundaries within the Parish.

- Arundel Close, Randlay

The Parish Council had previously requested a boundary review in order to bring the properties into this Parish at the request of residents, most of which do not understand why they are not in Hollinswood & Randlay. There is often confusion when we hold events and extend invitations to our parishioners.

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

RESOLVED that the Parish Council would submit a response to request the boundary be amended to bring the additional properties in Arundel Close into Hollinswood & Randlay Parish.

- The Nedge

The Parish Council had responded to previous planning consultations regarding the proposed development at The Hem and included that it would be willing to work with the developers to bring forward a scheme on this site which would complement the Parish and offer additional services and facilities to the new properties and existing properties. However, this suggestion was not taken forward by TWC.

Members considered the location of the site and understood the access to be from either Stirchley or Madeley and noted that only a small number of properties are planned to be within our Parish.

All members were clear in their view that this site, when developed, should be in the same Parish and therefore it was

RESOLVED that the Parish Council response would include that the entire development should be within one Parish or Town and not split. Therefore, if TWC was not minded to bring the development into Hollinswood & Randlay Parish, it should all be identified as either Stirchley & Brookside or Madeley.

- Station Quarter

When considering this area of the Town Centre, it is clear that the community within the residential area, as well as the commercial units, will not identify with Lawley & Overdale Parish Council. As previously included in the planning application consultations, the residents are likely to identify with Hollinswood & Randlay Parish for schools, doctors, shops and the close proximity will mean that our current residents also identify with the new developments.

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

RESOLVED that the Parish Council would submit a response to request that the boundary at this location be amended to bring the Station Quarter into Hollinswood & Randlay Parish.

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Having agreed that this would be for the benefit of the Parish and the Station Quarter, members considered various options for the revised boundary and would submit to the Community Governance Review Committee details of the options with the considerations already taken into account as well as the benefits for each. This would also include an option to include the Station and Hotel area. An alternative boundary would be to include the Box Road of the Town Centre.

ii) Other considerations

The Community Governance Review can also consider the number of Parish Councillors for any Parish and an opportunity to introduce Parish Wards which would work to ensure effective representation when the Parish is extensive in area. Members would consider this further when the Committee has considered the options for changes to the Parish Boundary as previously discussed.

F23/0104

ASSET & PROPERTY COMMITTEE

a) Report

Councillor Creed presented the Minutes of the meeting held on 2nd October, for information.

b) Recommendations

i) Randlay Community Centre

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

RESOLVED that the Parish Council awards the Contract to Company A to provide a Solar Panel system for Randlay Community Centre, with an option to add a battery at a later date and all associated work.

ii) Hollinswood Neighbourhood Centre

It was proposed by Councillor Creed, seconded by Councillor Cranfield, all were in favour and thus it was

CONFIRMED that the two low chairs and corner table should be provided for the use of families when in the Council Chamber.

iii) Hollinswood Pavilion

It was proposed by Councillor Creed, seconded by Councillor Cranfield, all were in favour and thus it was

RESOLVED that a 4 speaker PA system be installed at the Pavilion in Hall One, with an option to extend to Hall Two in the future.

It was proposed by Councillor Creed, seconded by Councillor Snell, all were in favour and thus it was

RESOLVED that an additional water heater be added to the contract to provide a plumbed-in water heater to the Pavilion.

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The Clerk wished it to be recorded that thanks were due to Stuart, Glyn and Liam for their work to bring forward the recommendations. There had been a lot of work involved and their support is much appreciated.

F23/0105 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.

The AGM will take place on Zoom on Friday, 3rd November – anyone wishing to attend, please contact the Clerk and the link will be sent nearer to the date of the meeting.

F23/0106 PLANNING

a) Reports

Nones.

b) New Applications

TWC/2023/0750

Unit A, Stafford Park 2
Erection of a 2.4m high fence

RESOLVED that the Parish Council would have no objections.

TWC/2023/0701

Magna International Holding (UK) Ltd, Cosma Casting (UK)
Ltd, Telford 54
Extension and associated works including additional car
parking

RESOLVED that the Parish Council would support this application as it is good to know that local companies, such as this, are doing well and needing the additional space for expansion.

F23/0107 WEST MERCIA POLICE REPORT

The Clerk had attended a meeting recently with Inspector Jones and Sgt Keay as well as regular telephone contact with the SNT. Unfortunately, the team has suffered from staff absence, but it is now improving and the regular meetings and walk-about will start again soon.

F23/0108 FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Projects

Councillor Turley, Chairman of FoHRV, updated Members on the work in Randlay Valley. A volunteer day had taken place in September and thanks were recorded to Dave and Richard for their tireless support.

Liam and Rick Shaw had met and walked the Bridleway which needs extensive work, although this can be split into two projects. Thanks were recorded to TWC for the offer to manage and fund the removal of the big trees. The second project will be to improve the surface and make it more accessible. Volunteers will be required to help and it was pleasing to hear that some offers of help have come from companies at Stafford Park.

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Events

Councillor S Unwin shared details of the Halloween Trail on Friday, 27th October from 4.30pm. This is free to attend with lots to do.

F23/0109

CHAIRMAN'S REPORT

a) Reports

Friends of Telford Town Park

The Chairman and Vice Chairman attended the 20th Anniversary Celebration on the 29th September.

Defibrillators and Bleed Kits

There are already 8 bleed kits available across the Parish.

b) Chairman's Charity & Events.

- i) Quiz and Bingo nights will be organized
- ii) The current balance is £1119.79
- iii) The Chairman will be selecting some footpath art to be provided at Randlay, near to the outdoor gym.

F23/0110

CLERK'S REPORT

a) Urban Games

It is good to have events in Randlay during half term.

b) Stafford Park

A newsletter has been designed, specifically to introduce the Parish Council and our events to the companies on Stafford Park. These have been delivered and have been well received with some good communications already.

c) Events

Remembrance Sunday 12th November at 10.30am at The Memorial

Christmas Fayres are on 25th November and 2nd December.

Christmas Float This will travel around the Parish on 13th & 14th December.

d) Parish Council Domain Name

Further to the discussion at the Strategy Day, Members discussed the need for a .gov.uk domain name. It was proposed by Councillor Unwin, seconded by Councillor Vaughan-Hodkinson, all were in favour and thus it was

RESOLVED that a harpc.gov.uk domain address be purchased. Members will consider the email format at the time of the next renewal.

e) 2024 calendars

More photos are required please.

f) Outdoor First Aid Course

Members congratulated Glyn on successfully passing the Outdoor First Aid course.

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COUNCILLOR'S REPORT

Councillor Vaughan-Hodkinson had very much enjoyed the Climate Change Conference recently held at Woodside. It was very interesting and lots of information and useful contacts were made.

F23/0111

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Turley reported that it has remained quiet however a reorganization within TWC is continuing. There remains significant working from home with main offices moving to Southwater on floors two and three. There is a programme for voluntary redundancies which will commence in November.

F23/0112

PARISH MATTERS

The following matters will be actioned or reported as necessary:

- a) Newsletters – these will be delivered during this week.
- b) Randlay Valley Bench – needs either repair or replacement
- c) The defibrillators were listed but did not appear on the map
- d) It was lovely to see the memorial plaque on the Randlay bench
- e) My Telford is not working well – examples will be forwarded to the Clerk to be followed up
- f) Randlay Blitz will take place on 30th October, when the Christmas Lunch tickets are also for sale in both Centres.

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

F23/0113

MEETING SCHEDULE

6 th November 2023	7.00pm	HR	Chamber
	7.30pm	Events	Chamber
20 th November 2023	7.30pm	Full Council	HNC

There being no further business, the Chairman closed the meeting at 8.25pm, thanking members for their important contributions to a successful meeting.

Signed Date.....