
Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE

FULL COUNCIL

15th November 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 20th November 2023** at **Hollinswood Neighbourhood 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 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. Vacancy for a Parish Councillor

Councillors can consider any applicant for the position of Parish Council, providing that they meet the criteria for consideration. There is no requirement to accept an applicant, the decision remains with the Councillors in attendance at the meeting.

- a) To receive details of applications (copies will have been circulated following the closing date)
- b) Applicants will have an opportunity to add further information
- c) Councillors will have an opportunity to ask questions of the applicants
- d) The applicants can ask questions

Applicants will be asked to leave the room whilst Members consider the applications

Declaration of Acceptance of Office (if applicable)

A successful candidate will be asked to read and sign their Declaration of Acceptance of Office and to complete a Disclosure of Pecuniary Interests.

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

E-mail:- enquiries@harpc.org.uk Website:- www.hollinswoodandrandlaypc.org.uk

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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5. Minutes of the meeting held on 17th October 2023

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

6. Matters arising, for information only, from the October Minutes (not otherwise included in this Agenda).

- a) The Parish Council domain address is now harpc.gov.uk
- b) Thank you for all the help to deliver the newsletters
- c) The defibrillators now appear on the map when searched through the internet
- d) Randlay Blitz took place on 30th October – thanks to everyone for their help on the day

7. Finance & Governance

- a) Financial Reports
 - i) Copies of the financial statements for the end of October 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) October VAT has been reclaimed
 - v) Grant Applications – Telford & Wrekin Interfaith Council
Connecting Communities
- b) Risk Management
 - i) Accident and Near Miss reports
 - ii) To monitor the Risk Management Plan and consider any actions needed.
- c) Register of Gifts and Hospitality
Members are reminded to declare any gifts or hospitality received.

8. Human Resources Committee

- a) Councillor Snell will present the Minutes of the meeting held on 6th November, which have been circulated, for information
Members confirmed that the Provision of the Enforcement Team and CCTV option, in partnership with TWC, be included in the draft budget.
Members also confirmed that the NALC pay award for 2023/24 be implemented from November 2023 and back-dated to April 2023, in accordance with staff contracts.
- b) To consider any recommendations included in the Minutes
HR23/031 Figures included in the HR payroll schedule are to be used within the draft budget.

9. Events Committee

- a) Councillor Johnson will present the Minutes of the meeting held on 6th November, which have been circulated.
- b) Remembrance Sunday

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

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10. Planning

- a) To receive any reports or updates on planning issues
- b) New applications for consideration
 - i) TWC/2023/0593 45 Abbey Fields, Randlay
Erection of a two storey side extension and single storey rear extension
(amended plans)
 - ii) TWC/2023/0802 Site of Kendall Estate, Stafford Park 6
Change of Use from B2 to E (commercial, business and service)
(retrospective)

Please access the information, prior to the meeting, on telford.gov.uk/planning

- c) Other Planning Matters
 - i) Local Plan Consultation

11. West Mercia Police Report

- a) The Nedge SNT – updates

12. Friends of Hollinswood & Randlay Valley

- a) Projects – Report & Updates
- b) Events
 - i) Hallowe'en Event
 - ii) Christmas Events and Activities

13. Chairman's Report & Charity.

- a) Chairman's Report
- b) Chairman's Charity
 - i) Balance to date

14. Clerk's Report

- a) Urban Games – Randlay

Councillors Reports

Meet your Councillors - reports

15. Matters from Telford & Wrekin Council

Councillor C Turley

16. 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.

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17. Date of next meetings:

27 th November	7.00pm 8.00pm	Finance & Audit YPP	Council Chamber
4 th December	7.00pm 8.00pm	Asset & Property Climate Change	Council Chamber
18 th December	7.30pm	Full Council	Hollinswood NC

Katrina Baker
Clerk to the Council

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