
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 20th November 2023** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

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

In Attendance: K Baker (Clerk)
G Johnson

F23/0114 WELCOME

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

PUBLIC SESSION

None

F23/0115 APOLOGIES & APPROVAL

Councillor P Cranfield	Holiday
Councillor C Furnival	Family Commitments

It was proposed by Councillor Turley and seconded by Councillor Prescott, with two abstentions, all were in favour and thus it was:

RESOLVED that the apologies be accepted.

F23/0116 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Creed	FoHRV, FoTTP, SBPC
Farrar	Wizards
Johnson	HPS, Wizards, FoHRV, HR Committee
Prescott	TWC, RPS, FoHRV
Snell	RTITB
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.

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

F23/0117 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 December Agenda.

F23/0118 MINUTES OF THE MEETING HELD ON 16th OCTOBER 2023

It was proposed by Councillor Turley and seconded by Councillor Prescott that the Minutes of the meeting held on 16th October 2023 be signed as a true record.

With 3 abstentions, all were in favour and thus it was

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

F23/0119 MATTERS ARISING, for information

Parish Council Domain

Our domain is now harpc.gov.uk, with automatic diverts in place so that we can continue to received messages via harpc.org.uk.

Newsletters

Thanks were extended to the staff for their help to deliver the newsletters in double-quick time. Thanks also to the Members who were able to help.

Defibrillators

Our defibrillators now appear on the national database and can be found through a search on the internet.

Randlay Blitz

This event took place on 30th October and was well supported including some residents, landlords and representatives of the management companies.

F23/0120 FINANCE & GOVERNANCE

a) Financial Reports

- i) A financial report had been circulated for the end of October 2023, which showed a Current Account balance of £214,598. There remains £100,000 in the CCLA Account. The Clerk confirmed that the agreed vire of funds for the solar panel project has not yet been actioned as the funds are better remaining in the interest account for as long as possible.
- 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 (£1084.05) had been reclaimed for October.

b) Grant Applications

Two applications had been received, for consideration.

T & W Interfaith Council

Members agreed to defer this application until more information is available, along with a copy of a recent bank statement as per the grant application policy.

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

Connecting Communities Telford

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

RESOLVED that a grant of £50 be awarded to Connecting Communities Telford.

c) Risk Management

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

d) Register of Gifts and Hospitality

In accordance with the Gifts & Hospitality Policy, Members were reminded of the need to declare, as soon as possible, any gift or hospitality valued in excess of £25.00. It was confirmed that staff donate any 'thank you' gifts to the Council's fund-raising events.

Councillor J Johnson and G Johnson left the meeting

F23/0121

HUMAN RESOURCES COMMITTEE

a) Report

Councillor Snell presented the Minutes of the meeting held on 6th November, for information.

It was confirmed that the Committee had agreed that funding for the Enforcement Team and CCTV option should be included in the draft budget for consideration.

It had also been confirmed that the NALC pay award for staff should be implemented from November 2023 and back-dated to April 2023 in accordance with staff contracts.

b) Recommendations

i) Payroll Schedule

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

RESOLVED that the figures included in the scheduled presented to the HR Committee be included in the draft budget for 2024/25. These took into consideration, the additional hours and SCP increases that will be considered in preparation for April 2024.

Councillor Johnson and G Johnson returned to the meeting.

F23/0122

EVENTS COMMITTEE

a) Report

Councillor Johnson presented the Minutes of the meeting held on 6th November, for information. There were no recommendations.

b) Remembrance Sunday

Despite the cold, wet weather conditions, the event was very well attended and successful. Thanks were extended to everyone who took part (particularly the young people) and those who attended.

Consideration will be given to an additional gazebo for 2024.

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

F23/0123

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 took place on zoom on 3rd November 2023 and was well attended.

Wrekin Area Committee Minutes have been circulated with information relating to the Community Governance Review. The consultation period has been extended to 18th December 2023.

F23/0124

PLANNING

a) Reports

Nones.

b) New Applications

TWC/2023/0593

45 Abbey Fields

Erection of a two-storey side extension and single-storey rear extension

RESOLVED that the Parish Council comments remain as per the last application. Concern remains about overlooking neighbour's properties and the size of the proposal on the plot. Members would also comment on the lack of parking that will be available for construction vehicles if permission is granted.

TWC/2023/0802

Kendall Estate, SP 6

Change of Use from B2 to E (commercial, business and service) (retrospective)

RESOLVED that although this is retrospective application, the Parish Council would support the change of use as it will encourage physical activities.

F23/0125

WEST MERCIA POLICE REPORT

The SNT had forwarded a report, which had been circulated Members. There were two areas of concern currently being dealt with. These relate to rough sleeping and anti-social behaviour in Hollinswood.

There are other similar matters that will be reported to the police and CAT team for investigation.

F23/0126

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Projects

Councillor Turley, Chairman of FoHRV, updated Members of the work undertaken on 24th October in preparation for the Hallowe'en Event. The bench has been re-positioned.

Following the theft of wood from the access ramp to the Woodlands School, offers of help have been received which are much appreciated. CCTV has now been installed.

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

On 14th and 17th November, a working party had joined Liam and Glyn in the Valley to undertake some maintenance work, alongside Rick Shaw from TWC. The young people had worked really hard and made a tremendous contribution and it is hoped that they will come back to do more in the future.

Events

Councillor S Unwin reported that the Hallowe'en Event had been well attended and successful. Thanks were extended to everyone who helped in any way.

The next event is the Winter Walk, from the Pavilion on 28th December. This may include litter-picking and will return to the Pavilion for light refreshments.

F23/0127

CHAIRMAN'S REPORT

The Chairman, and Councillor H Unwin, had attended the unveiling of more Veterans Trail Plaques in the Town Park on 4th November and the TW Remembrance Service on 11th, also at the Memorial in the Town Park. Both events were well attended.

The Clerk had represented the Parish Council at the funeral of Gillian Beckett, today. Gill was one of the first residents to move into Randlay when it was first built and has been an active member of Parish Council activities and events for many years. It was suggested that a suitable position for a plaque should be considered.

A final draft of the calendar for 2024 was available. Members liked the colour scheme and design. These will be available to deliver early in December.

Chairman's Charity & Events

It was agreed that the Parish Council would arrange two Reverse Advent Calendars this year, one to support Hilbrae Pets Hotel and one for Telford Crisis Support. All donations welcome please.

F23/0128

CLERK'S REPORT

a) Urban Games

The half term activities were welcomed to Randlay, it was good to be involved. The young people particularly enjoyed the opportunity to take part in a wrestling activity.

COUNCILLOR'S REPORT

Thanks were extended to the Councillors who had attended the Meet Your Councillor Events in Hollinswood & Randlay on 18th November.

A list of matters raised at Randlay are included in Parish Matters below.

There were no matters raised at Hollinswood.

F23/0129

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Turley reported that he had unfortunately had to attend a redundancy appeal for TWC as well as Cabinet Meetings, Scrutiny and his surgeries on 16th / 17th October and 20th November. He had the pleasure of escorting the Duke of Edinburgh on his visit to Great Dawley recently.

F23/0130

PARISH MATTERS

The following matters will be actioned or reported as necessary:

- a) Blocked drains in the underpass near Fisherman's Walk (STW?)
- b) Leaves on Bryony Rise – roads and footpaths
- c) Fallen trees blocking the bridle way in Randlay Valley

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

- d) Blocked drain in Mo's Underpass
- e) Rough sleepers
- f) Overflowing bin
- g) Graffiti in the underpass to the Valley
- h) Two areas of 'muddy bog' in the Valley
- i) Overhanging trees and bushes – paths near Randlay flats
- j) Parking in Dodmoor Grange (commercial vehicle)
- k) Car repairs at private addresses
- l) Parking on pavements in Abbey Fields
- m) Parking at the Randlay Local Centre
- n) Drains at Randlay Car Park

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

F23/0131

MEETING SCHEDULE

27 th November 2023	7.00pm	YPP	Council Chamber
	8.00pm	Finance & Governance	Council Chamber
4 th December 2023	7.00pm	Asset & Property	Council Chamber
	8.00pm	Climate Change	Council Chamber
18 th December 2023	7.30pm	Full Council	HNC (with refreshments)

There being no further business, the Chairman closed the meeting at 8.35pm, thanking members for their important contributions to a successful meeting.

Signed Date.....

These Minutes will remain DRAFT (E & O A) until confirmation at Full Council on 18th December 2023.