
Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr H Unwin

Clerk: Katrina Baker MBE CILCA

ASSET & PROPERTY COMMITTEE

Minutes of the meeting held on **Monday 10th June 2024** at **7.00p.m** at Hollinswood Neighbourhood Centre.

Present

Cllr S Unwin
Cllr J Creed

Cllr H Unwin
Cllr C Turley

Cllr C Prescott
Cllr R Tyrrell

Cllr P Cranfield

In attendance

Katrina Baker

Glyn Johnson

Stuart Fisher

Cllr Vaughan-Hodkinson

AP24/0086

Welcome

Councillor H Unwin welcomed everyone to the meeting and thanked them for attending.

AP24/0087

Election of Chairman

Councillor H Unwin was proposed by Councillor S Unwin, seconded by Councillor C Turley, all were in favour and thus it was

RESOLVED that Councillor H Unwin be re-elected as Chairman of the Asset & Property Committee for 2024/25.
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AP24/0088

Declaration of Acceptance of Office

Councillor H Unwin read and signed his Declaration of Acceptance of Office which was witnessed by the Clerk.

AP24/0089

Apologies

L Seabury

Annual Holiday

AP24/0090

Election of Vice Chairman

Councillor J Creed was proposed by Councillor C Prescott, but declined the nomination.

Councillor P Cranfield put himself forward and it was proposed by Councillor H Unwin, seconded by Councillor C Turley, all were in favour and thus it was

RESOLVED that Councillor Cranfield be elected as Vice Chairman of the Asset & Property Committee for 2024/25.
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AP24/0091

Declaration of Acceptance of Office

Councillor Cranfield read and signed the Declaration of Acceptance of Office which was witnessed by the Clerk.

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AP24/0092 Declarations of Interest

Councillor S Unwin	FoHRV, RPS, TWC
Councillor H Unwin	FoHRV, RPS
Councillor P Cranfield	FoTTP, FoHRV
Councillor Creed	FoHRV
Councillor Prescott	FoHRV

AP24/0093 Terms of Reference

A copy of the Terms of Reference had been circulated and it was agreed that the 2023 -2207 version remains current. These were signed by the Chairman.

AP24/0094 Minutes of the meeting held on 29th April 2024

It was proposed by Councillor Cranfield and seconded by Councillor S Unwin that the Minutes of the meeting held on 29th April 2024 be agreed as a true record. With two abstentions, all were in favour and thus it was

RESOLVED that the Minutes be signed as a true record of the meeting.

AP24/0095 Matters Relating to Randlay Community Centre

a) Kitchen Worktops and associated works in Hall One kitchen

The work has been ordered and will be completed towards the end of June. This will then be followed by the videoing of the community buildings and assets.

Main Door Entry System

The new system has been installed and is working as expected.

Solar Panels

These continue to work well. It is expected that the export contract will be in place very soon. The link to monitor the usage and other information is available on the Parish Council website.

AP24/0096 Matters Relating to Hollinswood Neighbourhood Centre

a) Speaker and PA System

Quotations have been received and we are waiting for them to be submitted in writing to ensure the specification is correct.

b) External Painting

Our decorator will be visiting soon to assess the render and to offer us advice regarding the external painting.

c) First floor kitchen cupboard

The cupboard has been replaced. The contractor was very efficient, and tidy. Thanks were also extended to JW for her work to tidy and clean all the cupboards.

AP24/0097 Matters relating to Hollinswood Pavilion & Field

a) Storage within the Pavilion Building

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The new door has been fitted to the Scout Storeroom. They will be tidying the room soon, and the Parish Council will be able to use the store area (for gazebos speakers etc.) after the Fun Day.

b) External Painting

Our decorator will be attending to paint the rear wall in the near future.

c) Pavilion Field

SF and LS have been in discussions with local football associations and teams and it is anticipated that they will start to use the field for the next season. There will be games on Saturdays and Sundays, plus training.

Charges will be subsidized initially in order to support the local teams. A portable WC facility will be provided outside of The Pavilion, within the fenced area. A long term lease agreement will be entered into and the facility will then be available for our events too. A meeting will take place with Shropshire FA towards the end of June, to consider funding and grant options that may be available to enhance the facility.

The Chairman thanked staff for their work on this project – it is something that the Parish Council has wanted to enable for some years.

The steps from the car park to the field will be repaired, along with the handrail, on 11th June 2024. Thanks were recorded to GJ and JO for their help with this.

d) Hand Dryers

These will be fitted on 11th June 2024.

AP24/0098 Randlay Allotments

a) Defibrillator

The defibrillator and box is now within the site and tenants have been informed of its location.

b) Drop-In Sessions

Regular monthly meetings take place with tenants on the last Saturday of the month. This is an opportunity to discuss matters relating to the allotments with the tenants. A third session took place on 25th May and KB and GJ are finding the opportunity to talk to tenants on site very useful. There is common concern regarding plots that are not being cultivated and are not in accordance with their contracts. We will be meeting with some of the tenants to discuss the 'way forward'. This is likely to result in more plots being available to people on the waiting list.

c) Waiting List

There are currently 18 people on the waiting list for a plot. As plots become available, consideration will be given to reducing the size of plots. Also, we will be moving away from allowing tenants to have multiple plots – this will enable more people on the waiting list to get a plot quicker. Details will be made available to Committee members.

AP24/0099 Outdoor Gym Experiences

a) Street Art- Fitness Trail

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The second Trail, at Hollinswood, has been completed and is relatively well used. A third trail is under consideration.

b) Bootcamp

The new Fitness and Fun Sessions at Randlay are going well and proving to be popular. They are free to attend and everyone is welcome.

AP24/0100 Randlay Valley Car Park

The Car Park continues to be well used by local businesses and a fee is payable so that it can be booked. TWC will be using the facility for the Balloon Festival. Some maintenance is required and is scheduled for w/c 17th June 2024.

AP24/0101 The Muddy

The area fondly known as The Muddy would be an ideal location for leisure activities, and may even be suitable for another football pitch. However, flooding remains a problem. This has been included in the Parish Strategy for some time, and some funds have been allocated, although the work needed will be significant.

An initial discussion with Shropshire FA will take place at the end of June.

In the meantime, LMT will continue to maintain the Sensory Garden, Planter and Benches. Work on the steps is also required.

AP24/0102 Speed Indicator Device

We are still awaiting the installation of the additional socket near to the International Centre.

This location will be added to our mobile rota. The SID is always at the same height although it appears to be different depending on the contour of the road.

It was agreed that a 'Community Speedwatch' sign will be added to the posts when the cameras are not in situ.

AP24/0103 Other Matters

None

AP24/0104 Date of the next meeting

2nd September 2024

7.30pm

Council Chamber

The Chairman may call an additional meeting, if required.

There being no further business, the Chairman closed the meeting at 7.25pm thanking all the Members and Staff for their important contributions to a successful meeting.

Signed Date