
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 23rd February 2026 at 7.00p.m** at Hollinswood Neighbourhood Centre.

Present

Cllr S Unwin
Cllr Creed

Cllr H Unwin
Cllr Tyrrell

Cllr Prescott
Cllr Cranfield

Cllr Krajewski

In attendance

Katrina Baker

G Johnson

L Seabury

Cllr Vaughan-Hodkinson

AP26/0253 Welcome

Councillor H Unwin welcomed everyone to the meeting.

AP26/0254 Apologies

S Fisher

AP26/0255 Declarations of Interest

All as per the registered list.

Cllr Krajewski

The Muddy and Pavilion Field

AP26/0256 Minutes of the meeting held on 5th January 2026

It was proposed by Councillor Cranfield and seconded by Councillor Tyrrell that the Minutes of the meeting held on 5th January 2026 be agreed as a true record. All were in favour and thus it was

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

AP26/0257 Matters relating to Randlay Community Centre

a) Front Shutter, Office Door & Window

We are still awaiting an installation date. The contractor has agreed to also replace the one piece of cladding which has been missing from the outdoor area for some time.

b) Hall One Blinds

The blinds are now in good working order. No charge had been incurred.

c) Maintenance Updates

Hall Two has been prepared for redecoration today. Unfortunately, the same colour was not available so we will be painting the entire room and this will take place on Saturday when we have no bookings.

Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr H Unwin

Clerk: Katrina Baker MBE CILCA

AP26/0258 Matters relating to Hollinswood Neighbourhood Centre Outside Painting and Guttering

The paint has now been purchased and the work will be completed when the weather improves.

Further quotations are required for the replacement guttering.

Depave Planters

The centre drain grid has been cleaned out, but it will need jet-washing to complete the job. The sleepers have been purchased to replace one planter – as a trial before committing to do all of them.

Christmas Lights

The removal of the lights has been delayed due to the weather conditions – this is now a priority. This is also relevant to Randlay Community Centre.

AP26/0259 Matters relating to Hollinswood Pavilion & Field Pavilion Field

It is disappointing to report that further damage has occurred to the football field, by a quad bike and two dirt bikes. The incident was reported to the police by a neighbour at the time. The press reported had visited today and will run an article about the offence which has a detrimental effect on the young people who play in the teams and for local residents who use the field for recreation. The upcoming games will have to be cancelled.

Members discussed at length the issues and considered some options. Limited funding is available from the Football Foundation with restrictions on fencing. We also need to take into consideration the other users of the field.

It was therefore agreed that all visits to the site, by such vehicles, must be reported to the police so that they have dates, times etc. which they will collate. Any CCTV footage will also be provided to them.

Further cameras will be placed around the field in the coming weeks.

Further advice will be sought from the CAT Enforcement Team and the Police – as we need to ensure maximum chances of them being caught and identified.

The ongoing maintenance and improvements will continue with the next phase of Vertidrain being installed soon, with funding from the Football Foundation. Applications for further funding open on 20th June.

Pavilion Maintenance

Thanks were extended to Cllr Cranfield for volunteering to clear (and repair) the guttering.

Work to tidy and enhance the outside area has been hindered by a trailer which is temporarily stored there – this should be moved soon – and the marquee. This will be erected on the field for the Summer Fayre – this will give us an opportunity to

Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr H Unwin

Clerk: Katrina Baker MBE CILCA

photograph it and make a decision regarding future use – we may consider selling the marquee as we have limited use for it due to its size.

The Scouts have confirmed that they still require the gas cage and gas bottles for camping.

User Group Changes

It is important to keep in mind that we lose and gain User Groups sometimes with little or no notice. This must be kept in mind due to the tight budget which has been agreed for 2026/27. This is also relevant to Randlay Community Centre and Hollinswood Neighbourhood Centre.

Field Steps

Cllr Karjewski declared an interest

Members are aware of the poor condition of the steps created about 9 years ago to enable access from the top car park to the field. Due to their unsafe state, it was proposed by Councillor H Unwin, seconded by Councillor Creed and all were in favour that Standing Orders be suspended to enable a discussion and a recommendation to be considered.

The Chairman suspended standing orders for the remainder of this agenda item.

To replace the steps with bricks and cladding with new rails would cost in the region of £8000.

The alternative offer to replace as near as possible will not be available until 2027.

A quotation (£1500) has been received with details of the replacement sleepers and posts, installation of non-slip steps with additional stone and all labour.

It was proposed by Councillor H Unwin, seconded by Councillor Creed and all were in favour that it is

RECOMMENDED that we employ the services of a local contractor to supply and install the replacement parts necessary to make good the steps and to ensure that they are safe to use as soon as possible.

AP26/0260 Randlay Allotments

Glyn updated members on matters relating to Randlay Allotment site. A recent site visit has been undertaken, with the Clerk, and plots identified where more work is required to meet the standards expected within their contract.

The invoices have been sent to all tenants and payment is due by the end of February. Any plot holders not paid, will be contacted and if payment is not received, the plot will be allocated to others from the waiting list (which is currently 38)

A request was received for Alison's Bees to be a guest speaker at a Tenant's Event in the Spring.

Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr H Unwin

Clerk: Katrina Baker MBE CILCA

Two additional volunteers have come forward to help with general maintenance around the site.

AP26/0261 Randlay Valley

Councillor Unwin, as Chair of FoHRV, reported that a decision has been made to remove the steps to the Meadow and replace with a gradual slope for access and safety reasons. It is anticipated that this will cost in the region of £300 and will be done around the end of April.

There is to be a strategy meeting, for FoHRV, on 24th March at 7pm. This follows a walk-about with TWC officers which is on 16th March at 10.30am.

A local resident has requested permission to use his drone in the Valley and to provide the Parish Council with the footage. This is acceptable as long as the editorial rights remain with the Parish Council/FoHRV.

AP26/0262 Other Matters

The Muddy

This remains a priority as detailed in the Parish Strategy. An indicative estimate with details of the work proposed has been received and will be used to ascertain what, if any, grants will be available for the essential drainage work.

Woodland Ramble Path

Thanks were extended to the members of FoHRV who turned up to create the Woodland Ramble Path – as suggested by the Muddy Working Group. There is one tree that needs to be removed, but it does make a nice short walk through the woodland at the bottom of the field. Signs have been created and will be displayed.

AP26/0263 Date of the next meeting

27th April 2026

7.00pm

Council Chamber

.The Chairman may call an additional meeting, if required.

There being no further business, the Chairman closed the meeting at 8.00pm.

Signed Date