
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 24th February 2025** at **7.00p.m** at Hollinswood Neighbourhood Centre.

Present

Cllr S Unwin
Cllr Creed
Cllr Cranfield

Cllr H Unwin
Cllr Tyrrell

Cllr Prescott
Cllr Vaughan-Hodkinson

In attendance

Katrina Baker

Stuart Fisher

G Johnson

L Seabury

Cllr Krajewski

AP25/0160

Welcome

Councillor H Unwin welcomed everyone to the meeting and wished them a Happy New Year.

Public Session

Cllr Krajewski had a voice recording from some local children, thanking the Parish Council for the new goal posts at Downmead.

AP25/0161

Apologies

None

AP25/0162

Declarations of Interest

Councillor S Unwin
Councillor H Unwin
Councillor Creed
Councillor Prescott

FoHRV, RPS, TWC
FoHRV, RPS
FoHRV
FoHRV

Councillor Vaughan-Hodkinson
Councillor Cranfield

Funzone
FoHRV

AP25/0163

Minutes of the meeting held on 6th January 2024

It was proposed by Councillor S Unwin and seconded by Councillor Prescott that the Minutes of the meeting held on 6th January 2024 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.

AP25/0164

Marches Green Energy Grant

Stuart updated Members on the scheme which is nearing completion. Following the installations at Randlay Community Centre, Hollinswood Pavilion and Hollinswood Neighbourhood Centre, there is a need for some wood work and touch ups prior to decorating.

A press release has been provided, which has been agreed by TWC and the Parish Council and will be published soon. We will use this on social media and our website, when it is available.

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AP25/0165 Matters Relating to Randlay Community Centre

a) **Hall One Acoustics**

User groups have been astounded by the acoustic improvement following the installation of the sound panels. Details of this project, will be added to our publicity and google video.

b) **Solar Panels**

Scottish Power recently sent an email indicating that the funding (approximately £2700) should be with us before the end of the financial year.

c) **Emergency Roof Repair**

A procurement process had been undertaken to identify a contractor who could repair an emergency leak in the roof at the front of the building. On completion of the work he was able to confirm that the leak had not damaged the integrity of the roof.

d) **Other Associated Work**

Prior to the procurement, contractors had made the parish council aware of further damage that would need to be addressed once the leak had been repaired. It is now necessary to wait for the area to dry out before assessing whether the lintels will need to be replaced.

e) **Halls 2 / 3 Floor**

Quotations have been invited for replacement floors – this is due to wear and tear, but has identified that additional work will be required before a new floor covering can be added. The Council will need to include £6000 to cover the screening and installation. This will be considered in the new financial year.

AP25/0166 Matters Relating to Hollinswood Neighbourhood Centre

a) **Store Cupboards**

As with any community building, storage is limited. Work to de-clutter the cupboard areas has been completed.

b) **Outdoor Planters**

The planters will be emptied and refurbished before the Summer season.

c) **Main Hall Floor**

We had been informed that it may be possible to repair the main hall floor – details of the specification and cost will be obtained for consideration at a future meeting.

d) **Defibrillator**

A new cabinet is to be installed outside of the building to replace the one recently vandalised.

AP25/0167 Matters relating to Hollinswood Pavilion & Field

a) **Pitch Power Report**

A copy of the report has been made available from the Football Foundation. A grant application will be submitted to assist with the costs of the work required.

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- b) **Redecorating**
Internal and External decoration will be completed in March.
- c) **WC Light**
A new light fitting has been installed.
- d) **Football Grounds Maintenance**
Glyn and Liam have both passed their Level One Qualification
- e) **Recycling Bin**
The design and logos for the bin are under consideration, this is to be sited on the middle car park and has been funded by Veolia.

AP25/0168 **Safeguarding Policy**

A copy of the Policy has been made available to officers, councillors and user groups. It is vitally important that there is a gap between user groups arrival and the previous booking leaving, especially when concerning SEND. It may be necessary for a member of staff to be in attendance.

AP25/0169 **Randlay Allotments**

- a) **New Tenant List and Allocations**
Glyn reported that most of the signed contracts were now returned, along with those from new tenants – there are still some vacant plots to be allocated.
- b) **Essential Tree Work within the site**
We are awaiting other quotations for the work to reduce the size and impact of the trees within the site. This work will need to be completed before the end of March.
- c) **It has been necessary to have a new lock on the gate this is a coded lock for security purposes – some tenants find it difficult to open / close.**

AP25/0170 **The Muddy**

TWC has informed the Parish Council of its intention to install two basketball hoops on the hard-standing, which will also need some maintenance before use. This is an ideal location for ball sports.

Quotations for the drainage of the field are still requested.

AP25/0171 **Speed Indicator Device**

The new SID, with solar panel, is on order. When available, this can be used to monitor traffic in both directions at this location.

Randlay Avenue has been identified as a suitable location for WMP to undertake monitoring with their new device.

It is important to understand the data provided by the SID and to use the 85percentile for analysis by TWC and the Police.

AP25/0172 **Play Areas**

- a) **TW Play Strategy**
The Consultation Document has now been received. Members are asked to forward their thoughts and comments to the Clerk by 12th March to be included in the Parish Council response.

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b) Downmead

TWC has confirmed that there is insufficient 'fall' space for a basketball hoop to be included in the play area.

The goal posts have been installed – to keep the ball away from nearby properties and the road.

An outdoor gym will be considered in the next financial year – if funding can be available.

It was agreed to remove the side of the youth shelter (nearest to the road) so that users are visible.

The locations for the two new benches have been proposed and a letter will be sent to all local residents to keep them informed of plans for the area.

No reply had been received from TWC Street Lighting.

AP25/0173 Other Matters

None

AP25/0174 Date of the next meeting

28th April 2025

7.00pm

Council Chamber

There being no further business, the Chairman closed the meeting at 7.55pm.

Signed Date