
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 7th October 2024** at **7.30p.m** at Hollinswood Neighbourhood Centre.

Present

Cllr S Unwin
Cllr Creed

Cllr H Unwin
Cllr Tyrrell

Cllr Prescott
Cllr Vaughan-Hodkinson

Cllr Cranfield

In attendance

Katrina Baker

Stuart Fisher

Liam Seabury

AP24/0118

Welcome

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

AP24/0119

Apologies

G Johnson

Health

RESOLVED that the apologies as listed be accepted.

AP24/0120

Declarations of Interest

Councillor S Unwin

FoHRV, RPS, TWC

Councillor H Unwin

FoHRV, RPS

Councillor Cranfield

FoTTP, FoHRV

Councillor Creed

FoHRV

Councillor Prescott

FoHRV

Councillor Vaughan-Hodkinson

Funzone

AP24/0121

Minutes of the meeting held on 2nd September 2024

It was proposed by Councillor H Unwin and seconded by Councillor Creed that the Minutes of the meeting held on 2nd September 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.

AP24/0122

Matters Relating to Randlay Community Centre

a) Hall One Acoustics

Following a review of buildings used by NHS, the report was very positive and the venue is ideal for their sessions and training. The only comment received was in association with the acoustics in Hall One. This has been mentioned previously and it has been considered that some user groups prefer halls 2 and because of the provision of sound boards.

Two initial quotations had been received (in the region of £3500 and a third is awaited. Members will consider, at the Parish Strategy meeting, if this is a priority. Funding can be available from reserves for this work to be completed in this financial year. This item will appear on a future agenda for consideration.

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b) Solar Panels

These continue to work well and we have already seen a significant saving in the cost of electric for Randlay Community Centre. The export contract (with Scottish Power) is now in place, however setting up the bank account for payments has been problematic, but should be resolved before the end of the year, although this cannot be guaranteed. However, confirmation has been received that this will be back-dated to the date of installation, once the account issue has been rectified.

AP24/0123 Matters Relating to Hollinswood Neighbourhood Centre

The following matters have been considered and will appear on future agendas, as required:

- a) Store Rooms
- b) Main Hall Floor
- c) Upstairs kitchen blind

It was also pleasing to report that the upstairs Chamber is well used.

AP24/0124 Matters relating to Hollinswood Pavilion & Field

a) CCTV

Liam reported that the first four cameras have been installed. They are of high quality providing clear recordings. The monitor is visible inside the building. It is anticipated that the installation will be completed on 11th October 2024.

b) Pavilion Field & Associated matters

The Pavilion Field is well used by two local teams on a regular basis. The size of the pitch has dictated which teams can use it and there is a requirement to reduce the size of the goalposts. Liam reported that he had submitted a grant application to the Football Association and it is hoped that appropriate size posts, nets etc. will be available. This will enable our existing posts to be relocated to The Muddy.

The drainage remains a concern at The Muddy, although options of grant funding are being investigated.

AP24/0125 Marches Green Energy Group Grant

Stuart updated Members on recent conversations with Marches Green Energy, around the grant application and tender process. Members recalled that this related to a project to provide air source heat pumps in the three community buildings. However, it does appear that we may not have complied with the conditions of the grant. The other element of the application is more positive, as it relates to Solar Panels for the Pavilion.

AP24/0126 Hall Hire Review

The Clerk had discussed this briefly at the Strategy Day as we continue to work towards sustainability for our Centres. A review of our costs, along with obtaining guideline information from other local hall providers, had taken place and a proposal was discussed which would see an increase in the hourly hall hire rate. This would be the first overall increase since 2019 and is necessary due to the increase in security costs, utilities, repairs etc. Also, it is acknowledged that the Parish Council has spent a significant amount of money upgrading all the buildings.

Members would consider this in more detail at the Strategy Event. However, it was proposed by Councillor H Unwin, seconded by Councillor Vaugh-Hodkinson, all were in favour and this it is

RECOMMENDED that the Private Hire costs be increased from 1st December 2024.
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Members confirmed that all existing bookings will be confirmed at the current hall hire rate.

With regards to Contract User Groups, it was confirmed that, if an increase is proposed for the New Year, this will be with a commitment (unless there are extreme unforeseen circumstances) that there will be no more increases until 2027.

AP24/0127 Randlay Allotments

The Clerk reported that the Saturday drop-in sessions were worthwhile as tenants were taking time to come and talk to the staff about current issues and to share ideas and information. However, it is very clear that there is major concern and upset regarding the condition of a number of allotment plots which are not being maintained in accordance with the contracts. It will be necessary for difficult decisions to be taken regarding some tenants which will result in the removal of allotment space in order that more people on the waiting list can be accommodated and with a wish to improve the site, as a whole.

Small 'trial' plots will be available at a reduced rate to allow a prospective new tenant an opportunity to 'have a go' before being allocated a plot on the site.

More work is required on the paths and communal areas.

Pest control is included in the annual charge, as well as the provision of a skip throughout the year.

Some trees had been highlighted as in need of maintenance. These trees are the responsibility of the Parish Council and a quotation and proposed schedule of work has been requested in order that this can be considered in the future and before the new contracts are drafted.

AP24/0128 The Muddy

Details of grants available for the drainage are being investigated by Safer Stronger Communities at TWC. If successful, this will assist in getting the field to a condition where regular football matches can be played which will offer an alternative venue for some teams.

In the meantime, maintenance will continue especially around the Sensory Garden.

AP24/0129 Speed Indicator Device

The data, recently provided by Liam, showed a positive impact that the SID appears to be having. This is enhanced by the extra patrols provided by West Mercia Police and use of the mobile speed gun.

The results are sent to TWC Highways and WM Police, for use in monitoring speed-related issues and contacting drivers who have been identified by the registration number of their cars.

AP24/0130 Other Matters

None.

AP24/0131 Date of the next meeting

25th November 2024

7.00pm

Council Chamber

There being no further business, the Chairman closed the meeting at 8.40pm thanking all the Members and Staff for their important contributions to a successful meeting.

Signed Date