
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 9th June 2025** at **7.00p.m** at Hollinswood Neighbourhood Centre.

Present

Cllr S Unwin
Cllr Creed

Cllr H Unwin
Cllr Tyrrell

Cllr Prescott

Cllr P Krajewski

In attendance

Katrina Baker

Stuart Fisher

G Johnson

L Seabury

Cllr VaughanHodkinson

AP25/0188 Welcome

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

AP25/0189 Election of Chairman

It was proposed by Councillor S Unwin, seconded by Councillor Prescott, all were in favour and thus it was

RESOLVED that Councillor H Unwin be re-elected as Chairman of the Asset & Property Committee for 2025/26.

AP25/0189 Declaration of Acceptance of Office

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

AP25/0190 Apologies

Councillor P Cranfield

Holiday

It was proposed by Councillor H Unwin, seconded by Councillor Creed, all were in favour and the apologies were accepted.

AP25/0191 Election of Vice Chairman

It was proposed by Councillor S Unwin, seconded by Councillor Creed, all were in favour and thus it was

RESOLVED that Councillor Cranfield be elected as Vice Chairman of the Asset & Property Committee.

Councillor Cranfield would read and sign his Declaration of Acceptance of Office at full Council in June.

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AP25/0192 Terms of Reference

It was proposed by Councillor H Unwin and seconded by Councillor Prescott, all were in favour and thus it was

RESOLVED that the Terms of Reference were agreed.

AP25/0193 Declarations of Interest

Councillor S Unwin	FoHRV, RPS, TWC
Councillor H Unwin	FoHRV, RPS
Councillor Creed	FoHRV
Councillor Prescott	FoHRV
Councillor Tyrrell	None
Councillor P Krajewski	HPS

AP25/0194 Minutes of the meeting held on 28th April 2025

It was proposed by Councillor Prescott and seconded by Councillor Creed that the Minutes of the meeting held on 28th April 2025 be agreed as a true record. With one abstention, all were in favour and thus it was

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

AP25/0195 Urgent matters relating to Randlay Community Centre Front door shutters

With thanks to Glyn Johnson, the shutters are still working, but it is becoming increasingly difficult to open and shut them, which is a concern. Members agreed that quotations should be obtained for replacement shutters (same design) and also for a pull-down automatic shutter so that a decision can be made as soon as possible.

AP25/0196 Urgent matters relating to Hollinswood Neighbourhood Centre None

AP25/0197 Matters relating to Hollinswood Pavilion & Field The Pavilion Field

Liam Seabury updated members on the work recently completed on the Field, which had been identified by the Football Association.

Members were aware that a grant had been offered by the Association to under the work which will address the flooding and ensure that the field remains in good condition. Work has included verti-drains, goal mouths, seeding, fertilizer and weedkiller.

There are currently two regular Saturday and two Sunday teams booked to use the field with a number of friendly and pre-season games in the diary, too.

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AP25/0198 Daddlebrook – ‘The Muddy’

This project has been discussed on a number of occasions. The first task is to improve the drainage across the field – quotations are being obtained and we have received a £2000 contribution from TWC.

Councillor Krajewski introduced an ambitious project for the area which included volleyball, badminton, mini-cricket, pump track, children’s play equipment, benches and flower beds.

There was also a request to include solar lighting (with timers).

Members recognized that this would be a major project and that we should start to identify possible funding sources. As an element of matched funding will be needed, members will look to include this in budget considerations.

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

AGREED that investigations should continue regarding the drainage work needed on the entire site and to identify which grants can be considered.

AP25/0199 Randlay Allotments

Glyn and Liam hosted two successful school visits on 2nd June – the young people were very interested in the work undertaken and the variety of produce as well as the differing ways that tenants managed their plots.

AP25/0200 Hollinswood

The work at Deercote and within the three areas of flats continues. Two new CCTV cameras have been installed and are monitored to identify those responsible for fly-tipping.

The Parish Council will be working with the children from Hollinswood Primary School to produce road safety and litter prevention signs – which will be erected around the Parish on completion.

The new recycling bin and benches are on order and are due to be installed before the end of June 2025.

AP25/0201 Downemead

The ‘Look Out For Children’ signs are now in place in Downemead, requesting drivers to slow down.

Two bike racks and the benches will be installed in the near future.

No reply had been received from Street Lighting (at TWC) regarding part time lighting at the Play Area park.

AP25/0202 Other Matters

None

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AP25/0203 Date of the next meeting

1st September 2025

7.30pm

Council Chamber

There being no further business, the Chairman closed the meeting at 7.30pm.

Signed Date