
Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr H Unwin

Clerk: Katrina Baker MBE MILCM

ASSET & PROPERTY COMMITTEE

Minutes of the meeting held on **Monday 4th December 2023 at 7.00p.m** in the Council Chamber at Hollinswood Neighbourhood Centre.

Present

Cllr S Unwin

Cllr H Unwin

Cllr C Prescott

Cllr P Cranfield

In attendance

Katrina Baker

Glyn Johnson

Liam Seabury

Stuart Fisher

Cllr Farrar

AP23/0048 Welcome

The Chairman welcomed everyone to the meeting and thanked them for attending – this will be the last meeting of this calendar year.

AP23/0049 Apologies

Cllr J Creed

Health

Cllr C Turley

Attending an alternative Meeting

RESOLVED that the apologies, as listed, be accepted.

AP23/0050 Declarations of Interest

Councillor S Unwin

FoHRV, RPS, TWC

Councillor H Unwin

FoHRV, RPS

Councillor P Cranfield

FoTTP, FoHRV

Councillor P Farrar

Allotment Tenant (not a member of the Committee)

Electrical contract

AP23/0051 Minutes of the meeting held on 2nd October 2023

It was proposed by Councillor S Unwin and seconded by Councillor Cranfield that the Minutes of the meeting held on 2nd October 2023 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.

AP23/0052 Matters Relating to Randlay Community Centre

a Installation of Solar Panels – update

Stuart reported that the roof report had been received and was acceptable for the installation of the panels, as proposed. The Parish Council has informed TW (Estates and Investments) of the project and a pre-application will be submitted. It is anticipated that the scaffolding will be erected w/c 5th February and the installation will commence w/c 12th February. The school will be informed of the project and it may be necessary for the company to discuss the installation of scaffolding on the car park with the Headteacher and Caretaker. We will be informing our security company so additional patrols can be scheduled, although the company will be responsible for ensuring that the building is secure at the end of each day. No additional panels

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will be on site, the panels will be delivered each day as needed. Connection to the Grid, via Western Power, has been agreed by the company.

b) Main Front Doors

The committee was informed of the need to undertake emergency work to the locking mechanism of the main doors. A quotation for the work will be obtained and the Committee will be kept informed.

AP23/0053 Matters Relating to Hollinswood Neighbourhood Centre

a) Emergency Lighting – Main Staircase

A quotation to replace the main emergency light over the staircase had been received from our contract electrician at £216.96. However, it is no longer possible to purchase replacement bulbs for the other two light-fittings so it was suggested that all three lights be replaced and upgraded to LED. The total cost for the installation of three light is £577.58.

It was proposed by Councillor H Unwin, seconded by Councillor S Unwin and all were in favour that the Council's Standing Orders be suspended to enable this quotation to be considered.

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

RESOLVED that an order be placed with Lime Electrical to install three new LED lights to the staircase of Hollinswood Neighbourhood Centre, as soon as possible.

AP23/0054 Matters relating to Hollinswood Pavilion & Field

a) CCTV

Liam presented a report to the Committee regarding a suggestion that a CCTV system be considered for the Pavilion and area within the compound, including the FoHRV lock-up. Surveys have taken place and three quotations have been received for future consideration. In the meantime, it was proposed by Councillor H Unwin, seconded by Councillor Prescott, all were in favour and thus it is

RECOMMENDED that £3100 be included in the budget.

b) External Painting

The rear wall is still to be painted. Due to the personal circumstances of the decorator, it was agreed that this project should be postponed until the Spring.

AP23/0055 Randlay Allotments

a) Site Visit Report

A full site visit had taken place and each plot had been assessed in accordance with the contracts. From the 65 plots, there are a few that will receive letters with a request to discuss the condition of the plot and four will continue to be monitored.

We are keen to ensure that all tenants are committed to the requirements of the contracts and that all plots are allocated for the start of 2024. It is possible that some of the full plots will be split to make smaller plots to reduce the waiting list. Glyn reported that there are currently 15 on the waiting list, but not all are from our Parish.

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b) Noticeboard

It is very difficult to read notices in the current noticeboard due to the perspex doors which are discoloured. Quotations had been obtained for a replacement board (8 sheets of A4) and also for a single board which could be attached to the side of the community shed (also to take 8 sheets of A4).

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

RECOMMENDED that a wall-mounted display board be purchased and erected on the side of the community shed, with funds available from the allotment income.

c) 2024 Rates

Members were aware of the increased costs in relation to the provision of the allotments -in particular the water costs and we now provide two skips per year at no additional cost to the tenants.

It was proposed by Councillor Prescott, seconded by Councillor Cranfield, all were in favour and thus it is

RECOMMENDED that the costs for a full plot will increase to £56 per year and for a small plot, it will be £30.00. A subsidy may be available for residents of the Parish who meet certain criteria regarding their health or age. This can reduce the cost by up to 50%.

AP23/0056 Outdoor Gym Experiences

a) Street Art

The Chairman is to provide funding from the Chairman's Charity to provide street art for use along the main path near to the Randlay Outdoor Gym. A design has been chosen and the order will be placed, at a total cost of £445.00

b) Bootcamp

The trial bootcamps had taken place and were enjoyed by those taking part. Volunteer Leaders have been approached and it is hoped that the weekly Saturday sessions can be introduced in the New Year, and will be using the outdoor gym equipment and street art to create a full series of activities.

AP23/0057 Speed Indicator Device

The Clerk explained that as part of work with the Safer Stronger Community Officers, an additional site has been identified where a SID will be beneficial. This is close to the Parish Island and will assist pedestrians wishing to cross the road near to the junction.

AP23/0058 Other Matters

a) Cadent

A letter had been received to inform FoHRV that work is to take place on a pressure gas pipeline that runs through Randlay Valley.

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b) Hollinswood Garages

Further to the report that Wrekin Housing Group has donated paint to renovate the garage doors at the flats, we have now applied for a Community Payback Team to help with the preparation and painting of the doors.

AP23/0059 Date of the next meeting

26th February 2023

7pm

Council Chamber

There being no further business, the Chairman closed the meeting at 7.50pm thanking all the Members for the important contributions to a successful meeting.

Signed Date