
Hollinswood and Randlay Parish Council

Chairman of Events: Cllr J Johnson

Clerk: Katrina Baker MBE

EVENTS COMMITTEE

MINUTES of the meeting held on Monday 6th November 2023 at 7.30p.m. at Hollinswood Neighbourhood Centre.

PRESENT: Councillor J Johnson
Councillor J Creed
Councillor S Unwin
Councillor H Unwin
Councillor S Vaughan-Hodkinson
Councillor C Prescott
Councillor S Snell

In Attendance: Katrina Baker, Clerk
Glyn Johnson
Liam Seabury
Stuart Fisher

E23/024 WELCOME
Councillor Johnson welcomed everyone to the meeting. As all were in attendance, it was agreed that the meeting should start earlier at 7.30pm

E23/025 APOLOGIES
None

E23/026 DECLARATIONS OF INTEREST
None

E23/027 MINUTES OF THE MEETING HELD ON 26th JUNE 2023
It was proposed by Councillor H Unwin and seconded by Councillor Creed, all were in favour and thus it was

RESOLVED that the Minutes of the meeting held on 26th June 2023 be accepted and signed as a true record of the meeting.

E23/028 MATTERS ARISING
Event Shirts
Event shirts have been provided to all Councillors. These should be worn for Parish events.

Hollinswood and Randlay Parish Council

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E23/029

REPORTS

Fun Day

Members referred to the de-brief, which was very useful, and all the points raised will be taken into consideration with the planning of next year's event. Consideration for extended first aid cover, for before and after the event will be included.

Games Day

This had been a successful day, although not as well attended by the 14 – 17 year olds.

Members agreed that the event should start later in the day and in 2024 will be held on Randlay Village Green, if funding is available.

SNAC Activity Day

This event was very successful for the SNAC families and worked well at The Pavilion Building. It was relocated from the field due to the weather forecast, but appeared to be appreciated more by the SNAC members – although there was less interaction with the community due to the relocation.

We Love to be Green Day

Although this was not well attended by the public, it did meet the aims of the Climate Change Working Group. We now have a format for the event, which can be incorporated into other Parish events throughout the year and at both RCC and HNC.

E23/030

EVENTS

Remembrance Sunday

All Members are invited to the event at The Memorial in the Town Park, as an important event in our calendar. There will be no parade from Southwater this year, so please meet at The Memorial for 10.30am.

The Order of Service is due to be finalized shortly with a reduced public copy to be available to include the hymns and prayers.

The service will be administered by Rev'd Beer, Telford Minster and everyone is invited to the Minster for light refreshments after the service.

Thanks were extended to Craft and Natter for the Poppy Display outside of Hollinswood Neighbourhood Centre – additional poppies will be welcomed and appreciated.

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Christmas 2023

Hollinswood Christmas Fayre

25th November 2023 from 2pm – 4.30pm

Farm on Wheels, with Santa on his sleigh – presents to be available for all children

Face Painter

Around 20 stalls are already booked to attend

The school choir has been invited.

A local group has been invited to entertain at the event and the Council Choir will join in with the Carols.

Cllr Snell will organize baked potatoes, with fillings and hot chocolate. There will also be non-alcoholic mulled wine.

Parish Council PA system

Christmas / Winter Garden Games

Followed by the switching on of the Christmas Lights

Randlay Christmas Fayre

2nd December 2023 from 2pm – 4.30pm

Santa in his grotto – presents available for all children – elves to issue tickets (in 10s) to prevent extended queues

Face Painter

Stalls

School choir to attend

A local group has been invited to entertain at the event, with the Council Choir joining in with the Carols

Cllr Snell will organize the refreshments as (Hollinswood).

PA system (JO?)

Christmas and Winter Garden Games

Senior Citizens Christmas Lunch

Entertainment booked

Tombola – additional prizes welcomed

Gifts for all attendees

19 tickets still available

Mr W as Santa will be welcome to join for lunch.

Christmas Floats

13th (Hollinswood) and 14th (Randlay) December from 5.30pm

Routes to be advertised and available on the APP

Santa and elves, with bell, to be in the street before the float to raise awareness.

Details to be on facebook on lead up to the event.

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Volunteers needed – collections to the Chairman's Charity

E23/031

CALENDAR OF EVENTS

The following is proposed throughout the year

May Day - HNC

Fun Day – Pavilion Field

Games Day – Randlay Village Green

SNAC Activity Day – Pavilion

International Day – One World UK – October

We Love to be Green Day(s)

These will be incorporated into other events – may need a new name

E23/032

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Halloween Event

Need to promote the venue (using what3words)

Well attended but people didn't stay as long due to Pavilion not being available for refreshments.

Christmas Event

28th December at 10.30am from The Pavilion

Mulled wine (including non alcoholic), Hot Chocolate and Mince Pies

Invite Street Champions, Telford Climate Action and Ramblers – can include litter picking

E23/033

OTHER MATTERS

Food Hygiene Certificates

All volunteers (especially when helping with refreshments) should have basic Food Hygiene Training and Certification.

E23/034

DATE OF THE NEXT MEETING

15th January 2024

7.30pm

Council Chamber

There being no further business, the Chairman closed the meeting at 8.15pm thanking everyone for their important contribution to the discussions.

SignedDate