
Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin Clerk: Katrina Baker MBE CiLCA

11th December 2025

To all Members, Hollinswood & Randlay Parish Council
Copied to others for information

Dear Councillors

You are hereby summoned to attend the **Full Council** meeting for the 2025/26 municipal year on **Monday 15th December 2025 at Randlay Community Centre at 7.30pm.**

A zoom link is available for local residents, please request this by 12 noon on Friday 14th November, if required.

A G E N D A

1. Welcome & Introductions

Councillor Sheenagh Unwin, Chairman, will welcome everyone to the meeting.

Public Session

A period of 15 minutes will be available for local residents to ask questions of the Parish Councillors or to bring matters to their attention.

West Mercia Police

2. Apologies

To receive apologies for absence from Members of the Council. A reason for absence should be given and Members are required to consider any necessary approval.

3. Declarations of Interest & Dispensations

To receive declarations of pecuniary interest (DPI) from members in respect of any matter on the agenda, the nature of any interests and whether the Member regards the interest to be prejudicial in accordance with Chapter 7 of the Localism Act 2011 and in the secondary legislation made under the Act, particularly in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question and to leave the meeting if necessary.

4. Minutes of the meeting held on 17th November 2025

Members are required to confirm, as accurate, the Minutes of the meeting which have been circulated. These will be signed by the Chairman.

5. Matters arising, for information only, from the November Minutes (not otherwise included in this Agenda).

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6. Finance & Governance

Finance

- a. Financial reports at end of November 2025 and VAT reclaimed for that period (copies have been distributed)
- b. Verbal report regarding budget discussions for 2026/27.

Governance

- c. Risk Management – To record Accidents and Near Misses

7. Human Resources Committee

- a. Councillor Snell will present the Minutes of the meeting held on 1st December 2025, for information

8. Events Committee

- a. Councillor Johnson will present the Minutes of the meeting held on 1st December 2025, for information.
- b. Christmas Events 2025
 - i. Christmas Fayres
 - ii. Senior Citizen's Christmas Lunch
 - iii. Christmas Floats

9. Climate Change Committee

10. Chairman's Communications

- a) Correspondence
- b) Chairman's Charity 2025/26 – raising funds for Lingen Davies Sunflower Appeal

11. Correspondence

All correspondence received has been shared with Members. Members have had the opportunity to request that any item be added to the Agenda for further consideration.

- a) Information from SALC

12. Planning

- a) To receive any reports or updates on planning issues
- b) New applications for consideration
 - i) TWC/2025/0824 Unit D, Stafford Park 18
Erection of 2 single storey side extensions to link adjacent buildings

13. Clerk's Report

- a) Randlay Bus Stop
- b) Development – rear of Randlay Farmhouse

14. Councillor's Reports

15. Matters from Telford & Wrekin Council

Councillor Nathalie Page, The Nedge Ward Member

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16. Parish Matters

This is an opportunity for Members to discuss any matters raised in the public session or to bring to the attention of the meeting any local matters or issues.

17. Date of future meetings:

5 th January 2026	7.00pm 7.00pm	Asset & Property Finance & Audit	Council Chamber, Hollinswood
19 th January 2026	7.30pm	Full Council	Hollinswood Neighbourhood Centre

Katrina Baker MBE
Parish Clerk

Hollinswood Neighbourhood Centre, 7 Downemead, Hollinswood, Telford TF3 2EW Tel: 01952 567961

E-mail:- enquiries@harpc.org.uk Website:- www.hollinswoodandrandlaypc.org.uk

Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Agreement –
A commitment by all to work together for the benefit of the wider community.