
Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE CiLCA

11th March 2026

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

Dear Councillors

You are hereby summoned to attend the next **Full Council** meeting for the 2025/26 municipal year on **Monday 16th March 2026 at Hollinswood Neighbourhood Centre at 7.30pm.**

A zoom link can be available for local residents.

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.

Councillor M Salifu

Leave of Absence

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 16th February 2026

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 February Minutes (not otherwise included in this Agenda).

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.

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6. Finance & Governance

Finance

- a) Councillor H Unwin will present the Minutes of the meeting held on 23rd February 2026, for information
- b) To consider the recommendation from the meeting
 - i. To award a grant of £200 to 1st Boys Brigade and Girls Association
 - ii. To adopt the revised IT Policy
 - iii. To receive the financial reports for the end of February 2026 and the VAT reclaimed (copies have been circulated). Details of all payments had been included.

Governance

- iv. To receive a report relating to Risk Management
- v. Register of Gifts & Hospitality

7. Climate Change Committee

Councillor Farrar will provide an update for the meeting

8. Asset & Property Committee

- a) Councillor H Unwin will present the Minutes of the meeting held on 23rd February, for information.
- b) To consider the recommendation from the meeting
 - i. To employ a local contractor to supply and install the replacement parts needed to make good the steps to ensure that they are safe to use as soon as possible at cost not to exceed £1500.00
- c) Other urgent information

9. Human Resources Committee

- a. Councillor S Unwin will present the Minutes of the meeting held on 2nd March 2026, for information
- b. There were no recommendations

10. Events Committee

- a. Councillor Johnson will present the Minutes of the meeting held on 2nd March 2026, for information
- b. There were no recommendations
- c. To receive any updated information on Parish Events

11. Chairman's Communications

- a) Correspondence
- b) Chairman's Charity 2025/26 – raising funds for Lingen Davies Sunflower Appeal – update
- c) Quiz Night – 26th March

12. 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

11. Planning

- a) To receive any reports or updates on planning issues
- b) New applications for consideration (if any)

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12. Clerk's Report

- a) Parking Enforcement – Hollinswood Local Centre
- b) Activity for All update
- c) Parent Catch-Up – Hollinswood Primary School
- d) Discos – report & update
- e) Allotment report
- f) Nova Training – Work Experience
- g) Citizens Advice – Outreach
- h) Community Litter Pick – 23rd May - Hollinswood

13. Councillor's Reports

14. Matters from Telford & Wrekin Council

Councillor Nathalie Page, The Nedge Ward Member

15. Friends of Hollinswood & Randlay Valley

- a) To receive reports from Members of the FoHRV
- b) TGSP Event report
- c) Great British Spring Clean Event – 28th March 2026

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:

20 th April 2026	7.00pm	Annual Parish Meeting	Randlay Community Centre
	8.00pm	Full Council	
27 th April 2026	7.00pm	Asset & Property	Council Chamber
	8.00pm	Finance & Audit	
18 th May 2026	7.00pm	Annual Parish Council Meeting	Hollinswood N Centre
	7.30pm approx.	Full Council	

Katrina Baker MBE
Parish Clerk