
Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin Clerk: Katrina Baker MBE CiLCA

11th November 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 17th November 2025** at **Hollinswood Neighbourhood 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 20th October 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 October Minutes (not otherwise included in this Agenda).

6. Presentation

Stuart will present the information provided to the recent Climate Change conference.

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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7. Finance & Governance

Finance

- a. Councillor H Unwin will present the Minutes of the meeting held on 27th October 2025, for information
- b. To consider the recommendations from the Minutes
 - i) To transfer £12500 from reserves to enable further investigation and consideration of three projects
 - £8000 Fire Alarm at the Pavilion
 - £3500 Guttering at the Pavilion
 - £1000 Hall One Blinds at RCC
- c. Financial reports at end of October 2025 and VAT reclaimed for that period (copies have been distributed)

Governance

- d. Risk Management - Accidents and Near Misses
- e. Community Governance Review - outcome
- f. Parish Strategy and Five Year Action Plan
To adopt the Parish Strategy and Five Year Plan for 2026/27 as recommended by the Finance & Audit Committee

8. Climate Change Committee

- a) Councillor P Farrar will present the Minutes of the meeting held on 27th October 2025, for information.

9. Chairman's Communications

- a) Correspondence
- b) Chairman's Charity 2025/26 – raising funds for Lingen Davies Sunflower Appeal
 - i) Bingo Night & Funds raised to date
 - ii) Initial payment to Lingen Davies – Founder Member of the Sunflower Appeal
- c) Remembrance Sunday – Act of Remembrance

10. 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
 - i) TWC/2025/0310 Land East of Randlay Farmhouse
Erection of 15 apartments (Class C)
Amended Description and Application form
 - ii) TWC/2025/0717 Land adjacent to Hollinsgate Roundabout
Installation of one new communications kiosk with integrated defibrillator
- b) Other Planning Matters
Planning & Development Sessions

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12. Clerk's Report

- a) Parking Restrictions – Deercote - update

13. Councillor's Reports

14. Friends of Hollinswood & Randlay Valley

- a) Chairman's Report
- b) Updates – Environmental Officer
- c) Events – report and dates for your diary

15. Matters from Telford & Wrekin Council

Councillor Nathalie Page, The Nedge Ward Member

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:

24 th November 2025	7.00pm	Asset & Property Committee	Council Chamber
	8.00pm	Finance & Audit Committee	HNC
1 st December 2025	7.00pm	Human Resources Committee	HNC
	7.30pm	Events Committee	
15 th December 2025	7.30pm	Full Council	Randlay CC

Katrina Baker MBE
Parish Clerk