
Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE

FULL COUNCIL

12th December 2023

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

Dear Councillors

You are hereby summoned to attend the **Full Council** meeting on **Monday 18th December 2023** at **Hollinswood Neighbourhood Centre at 7.30pm.**

A zoom link can be available for the public to attend, please request the link by emailing enquiries@harpc.org.uk before 12 noon on the day of the meeting.

A G E N D A

1. Welcome

The Chairman will welcome everyone to the meeting.

Public Session

This is an opportunity for any local resident to raise issues or matters for consideration with the Parish Councillors.

2. Apologies

- a) To receive apologies for absence from Members of the Council. A reason for absence must 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. Vacancy for a Parish Councillor

Councillors can consider any applicant for the position of Parish Council, providing that they meet the criteria for consideration. There is no requirement to accept an applicant, the decision remains with the Councillors in attendance at the meeting.

- a) To receive details of applications (copies will have been circulated following the closing date)
- b) Applicants will have an opportunity to add further information
- c) Councillors will have an opportunity to ask questions of the applicants
- d) The applicants can ask questions

Applicants will be asked to leave the room whilst Members consider the applications

Declaration of Acceptance of Office (if applicable)

A successful candidate will be asked to read and sign their Declaration of Acceptance of Office and to complete a Disclosure of Pecuniary Interests.

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.

Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE

5. Minutes of the meeting held on 16th November 2023

Members are required to confirm, as accurate, the Minutes of the last meeting which have been circulated.

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

7. Finance & Governance

- a) Finance & Audit Committee
Councillor Snell will present the Minutes of the meeting held on 27th November 2023, for information.
- b) There were no recommendations
- c) Financial Reports
 - i) Copies of the financial statements for the end of November 2023 have been circulated, for information.
 - ii) Details of all receipts and payments have been circulated.
 - iii) Expenditure over £500 is available on the website.
 - iv) November VAT has been reclaimed
 - v) Grant Applications – Telford & Wrekin Interfaith Council – further information has been received
- d) Risk Management
 - i) Accident and Near Miss reports
 - ii) To monitor the Risk Management Plan and consider any actions needed.
- e) Register of Gifts and Hospitality
Members are reminded to declare any gifts or hospitality received.

8. Youth Provision Partnership

- a) Councillor S Unwin will present the Minutes of the meeting held on 27th November, which have been circulated, for information.
- b) There were no recommendations.

9. Asset & Property Committee

- a) Councillor H Unwin will Present the Minutes of the meeting held on 4th December, for information.
 - i) Members had resolved to suspend standing orders in order that they could agree to place the order for three new LED lights to the staircase of Hollinswood Neighbourhood Centre
- b) Recommendations
 - i) AP23/0054 £3100 to be included in the budget to enable consideration if a CCTV system for The Pavilion
 - ii) AP23/0055 A wall-mounted noticeboard be purchased and erected on the side of the community shed at Randlay Allotments

The cost of a full plot will increase to £56 and for a smaller plot £30.00 for 2024.

Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE

10. Climate Change Committee

- a) Councillor H Unwin will present the Minutes of the meeting held on 4th December 2023, for information
- b) There were no recommendations

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 – circulated

12. Planning

- a) To receive any reports or updates on planning issues
- b) New applications for consideration
 - i) TWC/2023/0912 68 Dallamoor
Erection of a first floor side extension

Please access the information, prior to the meeting, on telford.gov.uk/planning

- c) Other Planning Matters
 - i) Local Plan Consultation – extended to end of January 2023
 - ii) Pre-Application – Solar Panels at RCC

13. West Mercia Police Report

- a) The Nedge SNT – updates

14. Friends of Hollinswood & Randlay Valley

- a) Projects – Report & Updates
- b) Events

15. Chairman's Report & Charity.

- a) Chairman's Report
 - i) Christmas Events
 - ii) Calendars
- b) Chairman's Charity
 - i) Balance to date
 - ii) Arrangements for a bingo night

16. Clerk's Report

- a) Pavilion Roof
- b) Hollinswood Garage Project

Councillors Reports (if any)

17. Matters from Telford & Wrekin Council

Councillor C Turley

Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE

18. 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.

19. Date of next meetings:

15 th January 2024	7.00pm	Finance & Audit Committee	Council Chamber
	8.00pm	Events Committee	Council Chamber
22 nd January 2024	7.30pm	Full Council	Hollinswood NC

Katrina Baker
Clerk to the Council

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.