
Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE

FULL COUNCIL

12th March 2024

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 March 2024** 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 (if applications received)

No applications have been received.

5. Minutes of the meeting held on 19th February 2024

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 February Minutes (not otherwise included in this Agenda).

a. Solar Panels at Randlay Community Centre - update

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

7. Finance & Governance

- a) Finance & Audit Committee Meeting
Councillor H Unwin will present the Minutes of the meeting held on 26th February 2024, for information.
- b) Financial Reports
 - i) Copies of the financial statements for the end of February 2024 have been circulated, for information.
 - ii) VAT reclaimed from February 2024
 - iii) List of payments over £500 can be found on the website
- c) Register of Gifts and Hospitality
Members are reminded to declare any gifts or hospitality received.
- d) Resilience & Emergency Planning Working Group

8. Asset & Property Committee

- a) Councillor H Unwin will present the Minutes of the meeting held on 26th February 2024, which have been circulated, for information.
- b) Parish Vehicle
To give consideration to the opportunity to upgrade the Parish Vehicle to an electric vehicle. This will require the installation of an EV charger at The Pavilion.
 - i) To consider the Parish Vehicle Upgrade, at a cost of £5.00 extra per week.
 - ii) To select from the two options available (a single unit or two units) to be accessible outside of the Pavilion building. The two units would offer a rapid charge option that can be available to third parties.
- c) Randlay Community Centre – Main Kitchen
Members had taken an opportunity to visit the kitchen and to understand the urgent need for repairs. Unfortunately, it has been established that the worktops cannot be replaced in isolation and that the tiles would then need to be removed. Members are asked to consider this project as a whole and will therefore include replacing the tiles with splashbacks and installing a new sink and tap. The project will be enhanced with replacement door handles and locks on the kitchen cupboards.
The total cost of this project is expected to be in the region of £3500.00 which can be made available from Reserves.
- d) Main Door Entry System
Members will have considered the benefits of this proposal and considered the additional information which had been made available since the last meeting.
When considering this proposal, Members are asked to keep in mind the responsibility (left with the Parish Council currently) for the security of the building and users.
- e) Additional Defibrillator
To consider the recommendation to provide £750 towards the cost of a new defibrillator and heated cabinet which will be located at the Pavilion which, in turn, will then make a portable defibrillator available for Randlay Allotments.

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

9. Human Resources Committee

- a) Councillor S Snell will present the Minutes of the meeting held on 4th March 2024, for information.
- b) To consider the recommendation from the Minutes
 - i) That Hollinswood & Randlay Parish Council confirms its agreement to enter into the contract with Telford & Wrekin Council for the provision of the Environmental Enforcement Team (including CCTV provision and monitoring) from April 2024.

10. Events Committee

- a) Councillor J Johnson will present the Minutes of the meeting held on 4th March 2024, for information.

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 (if any)

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

- c) Other Planning Matters

13. West Mercia Police Report

- a) The Nedge SNT – updates

14. Friends of Hollinswood & Randlay Valley

- a) Minutes of the Annual Meeting of FoHRV held on 6th March
- b) Update on current projects
- c) Spring Clean – 26th March 2024

15. Chairman's Report & Charity.

- a) Chairman's Report
- b) Chairman's Charity

16. Clerk's Report

Councillors Reports

Great British Spring Clean – 23rd March 2024 – Councillor Farrar

17. 20.Matters from Telford & Wrekin Council

Councillor C Turley

18. Parish Matters

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

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 April 2024	7.00pm	Annual Parish Meeting	Randlay Community Centre
	8.00pm	Full Council	
29 th April 2024	7.00pm	Asset & Property Committee	Council Chamber
	8.00pm	Finance & Audit Committee	
20 th May 2024	7.00pm	Annual General Meeting Followed by Full Council	Hollinswood Neighbourhood Centre

Katrina Baker
Clerk to the Council

Hollinswood Neighbourhood Centre, 7 Downmead, 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.