
Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin Clerk: Katrina Baker MBE CiLCA

14th January 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 19th January 2026 at Hollinswood Neighbourhood Centre at 7.30pm.**

A zoom link is available for local residents - please request this by 12 noon on Friday 16th January, 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.

Councillor M Salifu

To consider a request for Leave of Absence from Councillor Salifu.

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 15th December 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 December 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. Asset & Property Committee

- a. Councillor H Unwin will present the Minutes of the meeting held on 9th January 2026, for information
- b. There were no recommendations

7. Climate Change Committee

Councillor Farrar will provide an update for the Committee

8. Finance & Governance

Finance

- a) To consider the recommendations from the Minutes of the meeting held on 24th November 2025
 - i) Award a Grant of £250.00 to AGE UK (Hollinswood Day Centre)
 - ii) Award a Grant of £325.00 to Freestyle Martial Arts Academy as a contribution towards mats for Hall One at Randlay Community Centre
 - iii) Confirmation of the updated Risk Management Policy and Plan
 - iv) Confirmation and adoption of the updated policies
 - Code of Conduct
 - Complaints
 - Health & Safety
 - Privacy Notice (including the Record Management Policy)
 - Whistleblowing
 - Investment
 - Crisis Management
 - Environment and Bio-diversity
 - v) To confirm our request for the Cleaning Company to provide a new rechargeable buffer on a rental agreement, which will include all maintenance for a three-year period.
- b) Councillor H Unwin will present the Minutes of the meeting held on 12th January 2026, for information
- c) 2026/27 Budget and Precept Request
To consider the recommendation included in the Minutes of the meeting held on 12th January which is that the budget for 2026/27 be set at £445,820. The information which has been circulated shows that it is possible to use savings, earmarked reserves and an amount from general reserves in order that the Parish Council can request a precept of £340,270.
- d) To receive the financial reports for the end of December 2025 and the VAT reclaimed (copies have been circulated)

Governance

- e) To receive a report relating to Risk Management
- f) Gifts & Hospitality

9. Chairman's Communications

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

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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 (if any)

12. Clerk's Report

13. Councillor's Reports

14. Matters from Telford & Wrekin Council

Councillor Nathalie Page, The Nedge Ward Member

15. Friends of Hollinswood & Randlay Valley

To receive reports from Members of the FoHRV

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:

26 th January 2026	Youth Provision Partnership	7.00pm	Council Chamber
16 th February 2026	Full Council	7.30pm	Randlay Community Centre

Katrina Baker MBE
Parish Clerk