
Hollinswood and Randlay Parish Council

Clerk: Katrina Baker MBE CILCA

13th May 2025

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

Dear Councillors

You are hereby summoned to attend the first **Full Council** meeting for the 2025/26 municipal year on **Monday 19th May 2025 at Hollinswood Neighbourhood Centre at approximately 7.30pm** following the Annual Council Meeting.

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

A G E N D A

1. Welcome & Introductions

The Chairman for 2025/26 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 Council or to bring matters to their attention.

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 14th April 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 April Minutes (not otherwise included in this Agenda).

6. Finance & Governance

Finance

- a. To receive the financial reports for the end of April 2025, which have been circulated
- b. VAT reclaimed for April 2025
- c. End of Year Accounts
 - a. To receive the Internal Audit Letter and Report – copy circulated

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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- b. To consider and complete the Annual Governance Statement for 2024/25 – Section One of the AGAR
- c. To receive and confirm the Accounting Statements for 2024/25 – Section Two of the AGAR
- d. To confirm the dates for the Exercise of Public Rights

Governance

- d. Accidents and Near Misses
- e. Community Governance Review Update

7. Asset & Property

- a) To receive a report regarding the door finger shields for three community buildings
- b) To consider the recommendation, under emergency procedure

8. Community Events

To confirm the arrangements for Fun Day and Sports & Games Days

9. Chairman's Communications

- a) Correspondence
- b) Chairman's Charity – balance for 2024/25
- c) Chairman's Charity 2025/26

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)
- c) Other Planning Matters

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12. Clerk's Report

- a) Downemead, Hollinswood - update
- b) Damage to Bus Shelter, Randlay Avenue - update
- c) Deercote, Hollinswood - updates

Councillors Reports

13. 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.

14. Date of next meetings:

As per the meeting schedule, agreed at Annual Council

Katrina Baker
Parish Clerk