
Hollinswood and Randlay Parish Council

Chairman: Councillor Sheenagh Unwin

Clerk: Katrina Baker MBE

FULL COUNCIL

14th February 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 19th February 2024 at Randlay Community 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)

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.

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5. Minutes of the meeting held on 22nd January 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 January Minutes (not otherwise included in this Agenda).

7. Finance & Governance

- a) Financial Reports
 - i) Copies of the financial statements for the end of January 2024 have been circulated, for information.
 - ii) VAT reclaimed from January 2024
 - iii) List of payments over £500 can be found on the website
- b) Register of Gifts and Hospitality
 - Members are reminded to declare any gifts or hospitality received.
- c) Internal Audit Reports
 - i) Health & Safety
 - ii) Finance and Payroll
- d) Grant Application
 - St Leonard's Church, Malinslee – activities addressing well-being and social isolation

8. Youth Provision Partnership

- a) Councillor S Unwin will present the Minutes of the meeting held on 29th January 2024, which have been circulated, for information.

9. 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

10. Planning

- a) To receive any reports or updates on planning issues
TWC/2023/0654 Entanet International Ltd, Stafford Park 6, Stafford Park, Telford, Shropshire,
Variation of Conditions
Parish Council Call-In
- b) New applications for consideration (if any)

Please access the information, prior to the meeting, on telford.gov.uk/planning
- c) Other Planning Matters

11. West Mercia Police Report

- a) The Nedge SNT – updates
- b) Clerk's meeting with Insp Danielle Keay regarding local issues

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12. Friends of Hollinswood & Randlay Valley

- a) Projects – To receive an update regarding the Mercian Project that will take place on 6 consecutive Wednesdays in the Valley
- b) Volunteer Days
- c) AGM – 6th March 2024 – 7.30pm – Hollinswood Neighbourhood Centre – everyone welcome

13. Chairman's Report & Charity.

- a) Chairman's Report
- b) Chairman's Charity
 - i) Balance to date
 - ii) Charity Bingo Night
 - iii) Charity Games Night with Quiz

14. Clerk's Report

- a) Insurance Renewal - report
- b) Solar Panel Project – update
- c) Relaxed Summer Mowing Regimes
- d) Community Building – hall hire updates
- e) Urgent IT upgrade – Windows 10 End of Life

Councillors Reports (if any)

15. Matters from Telford & Wrekin Council

Councillor C Turley

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 next meetings:

26 th February 2024	Asset & Property Committee Finance & Audit Committee	7pm 8pm	Council Chamber
4 th March 2024	Human Resources Committee Events Committee	7pm 7.30pm	Council Chamber
18 th March 2024	Full Council	7.30pm	HNC

Katrina Baker
Clerk to the Council