
Hollinswood and Randlay Parish Council

Clerk: Katrina Baker MBE

FULL COUNCIL

15th May 2024

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 of the new municipal year on **Monday 20th May 2024** at **Hollinswood Neighbourhood Centre at approximately 8.00pm.** following the Annual Meeting of the Council.

A zoom link can be available for the public to attend, local residents are asked to 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 (2024/25) will welcome everyone to the meeting.

Chairman's Announcements

2. Apologies

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. Minutes of the meeting held on 15th April 2024

Members are required to confirm, as accurate, the Minutes of the last 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).

- a. LMT Vehicle - update

6. Finance & Governance

- a) Financial Reports
 - i) Councillor H Unwin will present the Minutes of the meeting held on 29th April 2024
- b) Recommendations
 - ii) To agree the adoption of the General Power of Competence

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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- iii) To receive the End of Year Financial Pack and to complete Sections Two and Three of the 2023/2024 AGAR
 - iv) To allocate £800 from the Schools Grant Budget, to support families at Hollinswood Primary School by subsidizing the cost of external outings.
 - v) To grant £208 to Hollinswood Guides to assist with the costs of hall hire.
- c) Register of Gifts and Hospitality
Members are reminded to declare any gifts or hospitality received.
- d) Risk Management
Members will consider the Risk Management Plan and received details of any accidents or near misses, which may need discussion.

7. Asset & Property Committee

- a) Councillor H Unwin will present the Minutes of the meeting held on 29th April 2024
- b) To consider the recommendations:
 - i) Kitchen Worktops and associated work in Hall One
Members will receive details of the quotations received. It may be necessary to suspend standing orders to consider this project, due to the urgency of the work
 - ii) Main Door Entry System
To consider amending the contract with ABC Fire & Security to include the enhanced door entry system.
 - iii) Storage within the Pavilion Building
 - iv) Replacement hand-dryers at The Pavilion

8. 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
- b) Wild flower areas at Randlay and Hollinswood
- c) Notice of Bye-Election for the Nedge Ward and confirmation of details relating to the count
- d) Off-road motorbikes

9. Planning

- a) To receive any reports or updates on planning issues
- b) New applications for consideration

<u>TWC/2024/0271</u>	N/A Land North of Sapphire House, Stafford park 10, Stafford Park, Telford, Shropshire	Change of use from vacant commercial car park to allow storage and maintenance of commercial vehicles (Use Class B8)
<u>TWC/2024/0332</u>	N/A Unit C, Stafford Park 7, Stafford Park, Telford, Shropshire, TF3 3BQ	Installation of 8no. cooling units, 8no. extraction fans and soaker sheets to the roof
<u>TWC/2024/0271</u>	N/A Land North of Sapphire House, Stafford park 10, Stafford Park, Telford, Shropshire	Change of use from vacant commercial car park to allow storage and maintenance of commercial vehicles (Use Class B8)

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<u>TWC/2024/0261</u>	N/A TJs Cafe, Stafford Park 6, Stafford Park, Telford, Shropshire	Erection of a single storey side extension for additional seating (Retrospective)
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Please access the information, prior to the meeting, on telford.gov.uk/planning

- c) Other Planning Matters (if any)

10. West Mercia Police Report

11. Friends of Hollinswood & Randlay Valley

To receive a report from the Chairman and Environmental Officer

12. Clerk's Report

- a) Update on Fun Day arrangements
- b) Thermotrail – Hollinswood Pavilion Field
- c) Crime Reduction Forum - report

Councillor's 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 the Annual Meeting.

Katrina Baker
Clerk to the Council