
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 14th July 2025** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors S Unwin (Chairman) H Unwin
 J Johnson M Salifu
 S Snell P Farrar
 R Tyrrell S Vaughan-Hodkinson
 P Krajewski J Creed

In Attendance: K Baker (Clerk)
 L Seabury
 G Johnson
 Cllr N Page (TWC)
 Claire (Lingen Davies Sunflower Appeal)

F25/052

WELCOME

The Chairman thanked all Members for attending the meeting and welcomed Claire from the Lingen Davies Sunflower Appeal.

Councillor Sheenagh Unwin has chosen this appeal as her Chairman's Charity for her year in office.

Claire shared details of the £5m Sunflower Appeal which will grow cancer care across the region, giving double the capacity of chemotherapy for patients at the Royal Shrewsbury Hospital and it will enable more people to access treatment when they need it – often closer to home.

Over 37% of current patients are from a TF postcode and the goal of this appeal is the installation of the Lingen Davies Chemotherapy Centre at Princess Royal Hospital. This will provide 30 additional treatment chairs.

In addition to the day unit, the new space will also offer outpatient clinics so more people can be seen closer to home, as well as the creation of dedicated clinics for lung and urology services.

Lingen Davies have announced their ambition to have this centre operational in four years to coincide with their 50th Anniversary, so they will be spending the money as it is raised.

This is a joint venture, working with SATH – once completed it will be handed over to SATH and will be managed and staffed by them.

The chairman thanked Claire for attending and she left the meeting.

PUBLIC SESSION

There were no members of the public in attendance.

WEST MERCIA POLICE

There was no one available to attend the meeting but the SNT had confirmed that they have nothing to report.

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F25/053 APOLOGIES & APPROVAL

Cllr C Prescott Work Commitments
Cllr P Cranfield Holiday

It was proposed by Councillor Johnson, seconded by Councillor Creed, all were in favour and thus it was

RESOLVED that these apologies be accepted.

Stuart Fisher and Liam Seabury

F25/054 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Creed	SBPC, Friends of TTP, FoHRV, Fof TTP
Farrar	Randlay Allotments, Wizards, TW Climate Change Working Groups
Johnson	HPS, Wizards, FoHRV, HR Committee
Krajewski	HPS, Hollinswood PPG, Randlay Colts
Salifu	SBPC, Chosen Generation, Randlay Primary School
Snell	RTITB, FoHRV
Tyrrell	FoHRV
Unwin H	FoHRV, Randlay Primary School
Unwin S	FoHRV, Randlay Primary School, TWC
Vaughan-Hodkinson	SBPC, FoHRV, Funzone, TwClimate Change Working Groups

Members were reminded that a form is available for anyone wishing to request a dispensation to be allowed to speak on any matter on which they have declared an interest.

F25/055 MINUTES OF THE MEETING HELD ON 16th JUNE 2025

It was proposed by Councillor Snell and seconded by Councillor Farrar that the Minutes of the meeting held on 16th June 2025 be signed as a true record, all were in favour and thus it was

RESOLVED that the Chairman signs the Minutes as a true record.

F25/056 MATTERS ARISING, for information

F25/047 No further information has been received regarding the outcome of the final consultation in respect of the traffic regulation orders for double yellow lines in Deercote.

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F25/057

FINANCE & GOVERNANCE

a) Finance & Audit Committee

Councillor H Unwin presented the Minutes of the meeting held on 7th July 2025, for information.

b) Recommendation

It was proposed by Councillor H Unwin, seconded by Councillor Creed, all were in favour and thus it was

RESOLVED that £250 be allocated for the payment of hall hire in order to support Empowering Women to Health.

Members confirmed their wish to promote this Group and activities – details will be requested and circulated to Members, whilst also appearing on our website, screens and noticeboards.

c) Active Travel Project

Members had confirmed their agreement that £500 be transferred from the walking bus project to the Active Travel Project, working with TWC and Hollinswood Primary School.

d) Financial Reports

Copies of the reconciled accounts for the end of May had been circulated to all members, the balance is £210,034.97. A copy of all receipts and payments had been provided to all Councillors.

A total of £1765.52 VAT has been reclaimed from June expenditure.

e) Grant Application

Councillor Krajewski declared an interest.

An application had been received from Randlay Colts Under 10s team. However, it did not include a bank statement and had been received after the production of the agenda. It was agreed to defer this application at this time.

Governance

f) Accidents or Near Misses

None

g) Risk Management

The policy remains current and there were no matters to report.

h) TW Community Governance Review

The two drop-in sessions, organized by the Parish Council, had been well attended. Over 98% of those people who expressed a view opposed the recommendation to merge our Council with Stirchley & Brookside.

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TWC had organized an information event at Brookside Centre, but this had not been well attended.

The Parish Council response had been submitted and copies of all the completed slips had been provided to TWC, for information. We had actively encouraged residents and businesses to respond to the consultation direct to TWC.

The TW Boundary Review Committee is scheduled to meet on 31st July to consider the outcome of the consultation.

F25/058

EVENTS COMMITTEE

a) Minutes

Councillor Johnson presented the Minutes of the meeting held on 7th July for information.

b) Fun Day

Members confirmed that the 2025 Fun Day had been a great success and many favourable comments had been received from residents and stall-holders. Thanks were extended to all the helpers. The 2026 event is scheduled for 5th July 2026 – initial bookings have been made to secure the core activities and marquees.

c) Games Days

Details of the three events was included in the Minutes of the last meeting. £1000 had been donated by Housing Support Plus – this will be used to enhance the provision of family activities on the main event on 14th August, from 3pm until 7pm.

F25/059

CLIMATE CHANGE COMMITTEE

The Chairman, Councillor Farrar, and Clerk had met to discuss ways in which we can enhance our work at the Parish Council and in particular how we can support residents and local businesses to work with us towards our Zero30 target.

We have made great strides over the past couple of years, but we need to promote what we have done in order to encourage others to do what they can. Our strategy includes for us to consider this in all we do and therefore this will be included on all agendas in the future so that we continue to monitor and assess ourselves whilst encouraging and supporting others. The Clerk and Stuart had attended the Climate Change event at Randlay Community Centre on 3rd July and other attendees were impressed with the

F25/060

CHAIRMAN'S COMMUNICATIONS

An invitation had been received for the Chairman to attend an assembly at Hollinswood Primary School. Unfortunately, due to work commitments, she is unable to attend on 15th July, but will be represented by the Vice Chairman, Councillor Harvey Unwin.

Local residents in Deercote had suggested that the children work in partnership with the authorities to produce some posters to promote 'No Littering'. A completion led by the school's Safeguarding Squad – whilst working with Telford & Wrekin Council and the Parish Council, had produced a selection of posters and five were selected and made into signs.

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Councillor Unwin and one of our Ward Members, Councillor Page will attend the assembly to present the signs to the winning artists with the Safeguarding Squad Team. In September, the Parish Council will invite residents, Ward Members, Parish Councillors and Staff, with children from the Squad and artists for a photo opportunity as the signs are erected onto the posts within the local centre.

A second competition will be based on Road Safety. We have already received three posters from Randlay Primary School. Hollinswood Primary School will launch this competition in September.

Chairman's Charity

£197.00 was raised at the Fun Day – raising funds for the Chairman's Charity – Lingen Davies Sunflower Appeal

F25/061

CORRESPONDENCE

All general correspondence received has been forwarded to Members, for information, throughout the month.

a) Information from SALC

Members are encouraged to read the regular updates which include important information and legal updates.

F25/062

PLANNING

a) Reports

None

b) New Applications for consideration

TWC/2025/0449 Simmons Limited, Stafford Park 5
Erection of 2m high fence and installation of gates

RESOLVED to support this application

TWC/2025/0310 Land East of Randlay Farmhouse
Development of 15 affordable apartments with parking – ownership certificate provided

RESOLVED that whilst the Parish Council supports the development of this site, and looks forward to the completion of the refurbishment of Randlay Local Centre, concerns remain regarding the number of apartments and the number of parking spaces.

It was also noted that concerns have been raised regarding access to the site during construction, due to the close proximity of Randlay Primary School.
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There are already parking issues at Randlay Local Centre throughout the day, but particularly at school time. This has a detrimental affect on the local businesses and further congestion must be avoided for the safety of pedestrians.

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c) Other Planning Matters

None

F25/063

CLERK'S REPORT

Hollinswood Primary School – Walking Bus

We are continuing to work with the school and Telford & Wrekin Council to investigate ways in which the parking concerns at the local centre and in local estates can be addressed in order to ensure that the children are as safe as possible and that the business are not adversely affected.

Together we are aiming to introduce a number of schemes, all of which will assist in addressing the issues and supporting the young people and families.

We will be looking to sign up to Home Run – a new school journey. An APP will be available for parents and they can then log the journeys whether walking or cycling. Park and Stride and WOW (walk once a week) are two others.

This combines nicely with the Walking Bus initiative which was suggested by the Parish Council and included in the Parish Strategy some time ago.

The total cost of the scheme, which will include 100 hours of education and can include bicycling training and maintenance tips, will be £2015.

Safer Stronger Communities have agreed to part fund the walking bus and provision of hi-viz vests and a crocodile route by providing £250 alongside the Parish Council.

This project will meet the Parish Council's Climate Change Action Plan by encouraging less driving, improved air quality and will save carbon.

The route will use the Pavilion Car Park and may expand to use the Randlay Valley Car Park in the future – when the project is to be launched, we will check the route to ensure that grit bins, litter bins etc. are in place as required.

F25/064

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Page reported that she had been very busy in the Parish since the last meeting and listed a number of engagements:

Ward Walk at Hollinswood, Bridge Cheese on Hollinswood Pavilion, Randlay Surgery, Make a Change event, Hollinswood Fun Day and Hollinswood Primary School tomorrow for litter picking sign presentations.

During the surgery and ward walk, many local residents had visited and shared information and concerns which had included the community governance review and off-road bikes, plus many other local matters.

Councillor Page confirmed that the surgeries are successful and that they will be continued until March 2026 – it appears that the dates and times are right and that local residents feel comfortable attending.

F25/065

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

The Chairman updated Members on work undertaken since the last meeting. The Environmental Officer's report has been circulated and is available on the FoHRV website.

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F25/066

PARISH MATTERS

The following matters will be actioned or reported as necessary

- Fence at top of Norwich Drive remains broken
- A request for a bin has been received (not near the bench)
- Randlay Primary School includes British Values and the role of the Borough and Parish Councils in its curriculum
- Motorbikes continue to be a problem
- Car nuisance (and concerns regarding speed) – Stafford Park
- Regularity of emptying the litter and dog waste bins, both within the local centres and further afield.

All matters will be reported to the relevant organisations for action or undertaken by the Parish Landscape Maintenance Team.

F25/067

MEETING SCHEDULE

1st September 2025	7.15pm	YPP	HNC
	7.45pm	Asset & Property	HNC
15th September	7.30pm	Full Council	HNC

There being no further business, the Chairman closed the meeting at 8.15pm, thanking members for their important contributions to a successful meeting.

SignedDate.....

These Minutes will remain DRAFT (E & O A) until confirmation at Full Council on 15th September 2025.