
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 15th September 2025** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

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

In Attendance: K Baker (Clerk)
 L Seabury
 G Johnson
 S Fisher
 Cllr N Page (TWC)

F25/068

WELCOME

The Chairman thanked all Members for attending the meeting.

This meeting followed a Planning training and information event, run by TWC and the following Councillors were in attendance:

Cllr H Unwin, Cllr S Unwin, Cllr S Snell, Cllr P Krajewski, Cllr C Prescott, Cllr M Salifu, Cllr R Tyrrell, Cllr J Creed, Cllr S Vaughan-Hodkinson, Cllr P Farrar. This will be included in our Training Register.

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. PC Baggot will be meeting the Clerk later in the week.

F25/069

APOLOGIES & APPROVAL

Cllr J Johnson Family Commitments

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

RESOLVED that these apologies be accepted.

F25/070

DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Creed	SBPC, Friends of TTP, FoHRV,
Farrar	Randlay Allotments, Wizards, TW Climate Change

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

	Working Groups
Krajewski	HPS, Hollinswood PPG, Randlay Colts
Salifu	SBPC, Chosen Generation, Randlay Primary School, Randlay Colts
Snell	RTITB, FoHRV
Tyrrell	FoHRV
Unwin H	FoHRV, Randlay Primary School, FoTTP
Unwin S	FoHRV, Randlay Primary School, TWC
Vaughan-Hodkinson	SBPC, FoHRV, TW Climate 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.

F25/071

MINUTES OF THE MEETING HELD ON 14th JULY 2025

It was proposed by Councillor Snell and seconded by Councillor Farrar that the Minutes of the meeting held on 14th July 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.

F25/072

MATTERS ARISING, for information

Traffic Regulation Orders

An update from TWC, received today, states that, weather permitting, work will commence before the end of this year.

Active Travel Project

We have continued to work with Hollinswood Primary School and TWC to improve the experience for the children by working with TWC Travel Team and Safer Stronger Communities. Thanks had been extended to the Parish Council and Nedge Ward Members for their financial support, as well as Safer Stronger Communities fund towards the Walking Bus Initiative.

Norwich Drive

The fence has not yet been repaired and the site does not fit the TW criteria for an additional dog bag and waste bin.

ASB – cars and motorbikes

Some local residents continue to report ASB which takes place in Stafford Park late on a Saturday night, details have been passed to the police.

F25/073

FINANCE & GOVERNANCE

a) Financial Reports

Copies of the August Bank Reconciliation and details of all receipts and payments had been shared with Members. The total balance is £158,375.26.

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

VAT reclaimed for August has been received - £1557.42.

b) External Audit Report

A copy of the completed AGAR had been circulated to all members, for information. PKF Littlejohn confirmed a clear audit with no matters raised or recommendations included. The Chairman ask that thanks be extend to the who staff team.

c) Grant Applications

i) Telford Town Park

An application had been received, with all associated papers. It was proposed by Councillor Snell, seconded by Councillor Prescott, all were in favour and this it was

RESOLVED that a grant of £250.00 be awarded towards the provision of an Information Board near to the Crannog Learning Centre.

Members would also ask if a reference 'To Randlay Valley' could be included.

ii) Randlay Colts – U10s Whites/ Swifts

Councillor M Salifu and Councillor P Krajewski declared an interest – Councillor Krajewski left the meeting.

Members reconsidered this application, which had been deferred for more information to be obtained.

It was proposed by Councillor Snell that a grant of £250 be awarded. There was no seconder. It was then proposed by Councillor H Unwin that a grant of £150 be awarded, this was seconded by Councillor Cranfield, with two abstentions, all were in favour and thus it was

RESOLVED that a grant of £150.00 be awarded to Randlay Colts to support the provision of kits for children of the parish.

iii) Silhouette Dance

It was proposed by Councillor S Unwin, seconded by Councillor Snell, with one abstention, all were in favour and thus it was

RESOLVED that a grant of £250.00 be awarded to Silhouette Dance to support children from our Parish of all ages and abilities in attending classes at Randlay Community Centre.

iv) Hollinswood Primary School

It was proposed by Councillor Snell, seconded by Councillor Vaughan-Hodkinson, with two abstentions, all were in favour and thus it was

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

RESOLVED that a grant of £630.00 be awarded to Hollinswood Primary School towards the SNAP Chat E-Safety Project for 106 Yr5/6 pupils to be able to attend the theatre.

Governance

d) Accidents or Near Misses

None

e) Risk Management

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

f) TW Community Governance Review

There remains some confusion regarding the outcome of the Boundary Review Committee meeting, held on 4th September. We have asked for clarification, but the two key officers are on leave until 22nd September so responses are not expected until their return. Members took the opportunity to consider 'where we are now' in relation to the review and discussed Option 2 of the report which included the recommendations for the committee to consider. For the first time, in this report, two new options were included. These did not follow the Ward Boundary criteria previously communicated and members queried how these could be allowed as part of a new 3 week consultation. The BRC meeting had concluded that a final meeting would be arranged for the end of October where the final decisions will be confirmed.

It was unanimously agreed that Hollinswood & Randlay Parish Council's view remains unchanged and it was

RESOLVED that confirmation should be forwarded to TWC to confirm that the view of Hollinswood & Randlay Parish Council, representing the communities within the Parish, remains that there should be no merger with any parts of Stirchley. However, a request remains for Arundell Close and associated roads to be relocated from Stirchley into Hollinswood & Randlay Parish in accordance with their addresses. Our response to TWC will include that members do not believe that two new options can be included in the upcoming three-work consultation.

It was also agreed that we should keep in touch with Stirchley & Brookside Parish Council to confirm the decision of this meeting.

F25/074

YOUTH PROVISION PARTNERSHIP

a) Minutes

Councillor s Unwin presented the Minutes of the meeting held on 1st September for information.

b) Senior Wizards

The Clerk updated Members on the provision of an evening session, to follow the successful Wednesday Wizards. This is scheduled to start on 24th September from 5.30

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

until 7pm at Hollinswood Neighbourhood Centre and will be run by For All Foundation. An application for matched funding has been submitted to the Police & Crime Commissioner and a grant has been provided by Safer Stronger Communities along with the Parish Council funding.

c) The Movement Fund

SNAC @ HARP had submitted an application to Sport England for the development of a project – Physical Activities for All – Adults with Learning Difficulties. A decision has been received today and a grant of £14,775 has been awarded for the provision of a range of sports and activities at venues across the Borough.

F25/075

ASSET & PROPERTY COMMITTEE

a) Minutes

Councillor H Unwin presented the Minutes of the meeting held on 1st September, 2025 - for information.

b) Purchase of a marquee

The Parish Council had accepted an offer of a large marquee, for £450.00. It is in good condition and will be stored at the Pavilion.

F25/076

CHAIRMAN'S COMMUNICATIONS

Chairman's Charity

The total raised to date for the Lingen Davies Sunflower Appeal is £949.41. There were a range of ideas for further fund-raising.

F25/077

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.

F25/078

PLANNING

a) Reports

None

b) New Applications for consideration

TWC/2025/0274 Excellency Midlands, Stafford Park 6

Continuation of the use of the site as an exhibition and banqueting hall with extended hours and related works, including residential use.

Members continued to raise concerns regarding the enforcement actions necessary on this site, to date, relating to fireworks, noise nuisance and other matters. It was therefore

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

RESOLVED that the Parish Council could not support this application.

c) Other Planning Matters

Members were reminded of the dates for the upcoming training and development sessions hosted by TWC.

F25/079

CLERK'S REPORT

Meet Your Councillors

The next event is on Saturday, 20th September from 10am until 11.30am. Councillors will be at both local centres.

COUNCILLORS REPORT

Councillor Vaughan-Hodkinson raised concerns about the consumer branding of nitrous oxide canisters. After a discussion, it was proposed by Councillor Vaughan-Hodkinson Farrar, all were in favour and thus it was

RESOLVED that the Parish Council will add this to the next agenda for WAC, in order to consider a motion to be put forward to SALC and for consideration at NALC. This would request that legislation should be in place to regulate consuming branding so as not to encourage the use of these canisters by children for unsafe practices.

F25/080

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Page reported that she had been very busy in the Parish. She has attended Hollinswood Primary School assembly, held surgeries in Hollinswood, Randlay and Stirchley, also undertaken Ward Walks and continues with local case work.

Councillor Page congratulated the Parish Council on the Bus Shelter Project and offered to fund one of the other shelters in the Parish.

F25/081

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

The Environmental Officers report had been circulated.

The Chairman shared information regarding the event on 27th September, in memory of Chris Turley, and confirmed that the family will be attending at 11.45am along with special guests.

F25/082

PARISH MATTERS

The following matters will be actioned or reported as necessary

- Paths to the Valley – removal of leaves and litter
- Lack of dropped kerbs around the Parish
- Overgrown cycle lanes
- Vehicles and Motorbikes – ASB at Stafford Park
- Abandoned trolleys
- Mud and leaves in underpasses

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

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

F25/083

MEETING SCHEDULE

25th September	6.30pm	Rights of Way, LAF and TGSP	Teams
27th September	9am	Strategy Day & Chris Turley Memorial	HNC
29th September	7pm	Finance & Audit	HNC
	8pm	Events Committee	HNC
6th October	7pm	Human Resources	HNC
	7.30pm	Asset & Property	HNC
8th October	6.30pm	Highways & Built Heritage	Teams
20th October	7.30pm	Full Council	RCC

There being no further business, the Chairman closed the meeting at 8.40pm, 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 20th October 2025.