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## Hollinswood and Randlay Parish Council

*Chairman of the Council: Councillor Mrs Sheenagh Unwin*

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**MINUTES** of the monthly meeting held on **Monday 15<sup>th</sup> December 2025** at **Randlay Community Centre** at **7.30pm**.

**PRESENT:**

|             |                     |                         |
|-------------|---------------------|-------------------------|
| Councillors | S Unwin (Chairman)  | H Unwin                 |
|             | C Prescott          | M Salifu                |
|             | S Snell             | P Farrar                |
|             | P Cranfield         | J Johnson from F25/122) |
|             | S Vaughan-Hodkinson | J Creed                 |

**In Attendance:**

K Baker (Clerk)  
G Johnson  
Cllr N Page – TWC  
David Tooley - Press

**F25/117**

### **WELCOME**

The Chairman thanked all Members for attending the meeting.

### **PUBLIC SESSION**

There were no members of the public in attendance.

### **WEST MERCIA POLICE**

Apologies had been received as no one was available to attend the meeting. A short report had been received which confirmed that PC Baggott is to return to The Nedge team and a walkabout will take place on 16<sup>th</sup> November, around Hollinswood.

There are concerns regarding the parking in and around Hollinswood Local Centre with many drivers taking no notice of the no parking restrictions. This is disappointing as the Legal Orders were made in order to create a safer environment for the school children at the start and end of the school day.

**F25/118**

### **APOLOGIES & APPROVAL**

|                  |                                                 |
|------------------|-------------------------------------------------|
| Cllr R Tyrrell   | Work Commitments                                |
| Cllr P Krajewski | Health                                          |
| Cllr J Johnson   | Will arrive late, following work (from F25/122) |

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.**

|          |         |
|----------|---------|
| S Fisher | Holiday |
|----------|---------|

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### F25/119 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

| Councillor        | Interests                                                      |
|-------------------|----------------------------------------------------------------|
| Cranfield         | FoHRV                                                          |
| Creed             | FoTTP, SBPC,                                                   |
| Farrar            | Randlay Allotments, Wizards, TW Climate Change Working Groups  |
| Johnson           | HPS, TWC. FoHRV, HR Committee, Wizards                         |
| Krajewski         | HPS, Hollinswood PPG, Randlay Colts                            |
| Prescott          | Randlay Primary School, TWC, FoHRV                             |
| Salifu            | SBPC, Chosen Generation, Randlay Primary School, Randlay Colts |
| Snell             | RTITB, FoHRV                                                   |
| Tyrrell           |                                                                |
| Unwin H           | FoHRV, Randlay Primary School, FoTTP                           |
| Unwin S           | FoHRV, Randlay Primary School, TWC                             |
| Vaughan-Hodkinson | SBPC                                                           |

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.

### F25/120 MINUTES OF THE MEETING HELD ON 17<sup>th</sup> NOVEMBER 2025

It was proposed by Councillor Snell and seconded by Councillor Prescott that the Minutes of the meeting held on 17<sup>th</sup> November 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.**

### F25/121 MATTERS ARISING, for information

None

*Councillor Johnson arrived*

### F25/122 FINANCE & GOVERNANCE

#### a) Financial Reports

The reports for the end of November 2025 ha been circulated with the reconciled balance sheet confirming a balance of £223,553. A VAT refund of £1646.42 had been received.

#### b) Finance & Audit Committee

An informal meeting had taken place on 8<sup>th</sup> December for members to have an opportunity at the payments against budget for the current year and estimate the end of year position. It was clear that whilst we had had a good year and the financial position

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is healthy, the use of balances has been necessary for a number of years and we always knew that a time would come when we cannot rely on balances to achieve the budget. Members were also reminded that the Zero 30 aims, especially relating to the installation of solar panels and air source heat pumps, was not a cost-cutting exercise. A draft budget will be available for the Committee in preparation for the meeting on 5<sup>th</sup> January 2026.

### **Governance**

#### **c) Accidents or Near Misses**

There have been three incidents recorded:

A diabetic incident at a Christmas Event – paramedics attended. Member of the public was able to remain at the event.

Two minor incidents in Randlay Valley – recorded in the accident book and treated on site.

**F25/123**

### **HUMAN RESOURCES COMMITTEE**

#### **a) Minutes of the meeting held on 1<sup>st</sup> December 2025**

Councillor Snell presented the minutes of the last meeting. There were no recommendations.

#### **b) Matters Arising**

The staff are to be congratulated on their excellent sickness records. The Parish Council can have logos added to uniform for Councillors – Councillors purchase the clothes item.

**F25/124**

### **EVENTS COMMITTEE**

#### **a) Minutes of the meeting held on 1<sup>st</sup> December 2025**

Councillor Johnson presented the Minutes, for information. There were no recommendations.

#### **b) Christmas Events**

Both Christmas Fayres had been successful and well attended. Thanks were extended to Shaun Davies MP and Councillor Nathalie Page for attending the Randlay event.

The Senior Citizens Christmas Lunch had been a great success. The quiz was particularly good this year. This will be added to the next Events Committee Agenda for discussion especially regarding the costs involved for a four-course meal and entertainment with a free tombola including a prize for all guests.

#### **Christmas Floats**

|           |                                       |
|-----------|---------------------------------------|
| Tuesday   | Stafford Park, The Maples and Randlay |
| Wednesday | Hollinswood                           |

The bucket collections will be for the Chairman's Charity – raising funds for the Lingen Davies Sunflower Appeal.

#### **Calendars**

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The Chairman thanked members, in advance, for their help delivering the calendars to all houses in the Parish. Some residents are already asking when they will be available – it is great that they are looking forward to receiving them.

**F25/125**

### **CLIMATE CHANGE COMMITTEE**

Councillor Farrar, Chairman, updated members on the successful information stand that was included at both Christmas Fayres. These were well attended, with residents being very interested in the work already done and with the successful projects. Thanks were extended to Shaun Davies MP who was very interested in the work. Thanks were extended to TWC for the loan of their banners. We are also going to take part in the Big Plastic Council in March 2026.

**F25/126**

### **CHAIRMAN'S COMMUNICATIONS**

A Christmas Card has been received from Shaun Davies MP. Shaun is also supported our chosen charity.

#### **Chairman's Charity**

Following recent fund raising, the total is now £2275.60 – for the Lingen Davies Sunflower Appeal.

There will be a bingo night at Hollinswood Neighbourhood Centre on 12<sup>th</sup> February 2026.

**F25/127**

### **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.

**F25/128**

### **PLANNING**

#### **a) Reports**

None

#### **b) New Applications for consideration**

TWC/2025/0824 Unit D Stafford Park 18

Erection of 2 single storey side extensions to link adjacent buildings

|                                                                                              |
|----------------------------------------------------------------------------------------------|
| <b>RESOLVED that the Parish Council would have no objections to the proposed extensions.</b> |
|----------------------------------------------------------------------------------------------|

TWC/2025/0844 Land adjacent to the Electrical Substation, Stafford Park 13  
Erection of a new battery storage unit

|                                                        |
|--------------------------------------------------------|
| <b>RESOLVED to have no objections to the proposal.</b> |
|--------------------------------------------------------|

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### c) Other Planning Matters

None

**F25/129**

#### **CLERK'S REPORT**

##### **Bus Stop, Randlay Avenue**

Thanks were extended to Councillor Nathan England, who has awarded pride funding to enable Stirchley & Brookside Parish Council to make arrangements for the Randlay Avenue bus stop to be painted. Our Parish Council was pleased to accept this kind offer.

##### **Randlay Farmhouse Development**

A letter has been received from Bespoke Construction confirming the changes to the road layout that will take place from 15<sup>th</sup> December. The letter states "entrance road will be converted to:

|                  |                                                                                             |
|------------------|---------------------------------------------------------------------------------------------|
| Two Way Traffic  | with new white line markings                                                                |
| New Road Signage | will be installed at the entrance of the road and in the car park to guide vehicles safely" |

Members continue to have concerns for the safety of pedestrians, school children and users of the community centre when the road is operational with two-way access. Concerns had also been raised by TW Land & Property Department which brought about surprise that planning consent had still been granted, which includes this area for two-way traffic.

#### **COUNCILLORS REPORT**

None

**F25/130**

#### **MATTERS FROM TELFORD & WREKIN COUNCIL**

Councillor Page reported on her work in the Parish since the last meeting. Events included the Ward Walk on 18<sup>th</sup>, launch of the littering signs at Hollinswood on 21<sup>st</sup>, Councillor Surgeries on 24<sup>th</sup> and 26<sup>th</sup>, Parish Christmas Fayres, Planning Committee on 10<sup>th</sup> and she will be joining the members for the Christmas Floats on 16<sup>th</sup> & 17<sup>th</sup> December.

**F25/131**

#### **PARISH MATTERS**

##### **The following matters will be actioned or reported as necessary**

- Overgrown Trees, Dodmoor Grange
- Bushes overgrow onto paths, Randlay Avenue
- Glass in underpass, near Randlay Valley

Councillor Creed reported that residents are unhappy with the 'unofficial trolley park' near to the Drs Surgery in Downmead.

The Clerk replied that we are grateful to the local street champions who work tirelessly to help keep the area litter-free and tidier and this area is used to collect the trolleys together in order that the companies can come to collect them. Unfortunately, sometimes they are moved from this location and then have to be re-collected. The Parish Council does contact the companies to request collections regularly and this is often supported by the Street

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Champions, however trollies can remain at this location for a few days until the vehicle arrives.

A discussion continued about the trollies, where they come from, who use them etc. but it was agreed that the current system of collecting them together in one place is preferable to them being left around the Parish in different locations.

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

**F25/132**

### **MEETING SCHEDULE**

|                                     |                    |                                                     |                    |
|-------------------------------------|--------------------|-----------------------------------------------------|--------------------|
| <b>5<sup>th</sup> January 2026</b>  | <b>7pm<br/>8pm</b> | <b>Asset &amp; Property<br/>Finance &amp; Audit</b> | <b>HNC<br/>HNC</b> |
| <b>19<sup>th</sup> January 2026</b> | <b>7.30pm</b>      | <b>Full Council</b>                                 | <b>HNC</b>         |

There being no further business, the Chairman closed the meeting at 8.20pm, thanking members for their important contributions to a successful meeting. Everyone was invited to join the Chairman for light refreshments after the meeting.

Signed .....Date.....

These Minutes will remain DRAFT (E & O A) until confirmation at Full Council on 19<sup>th</sup> January 2026.