
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 15th July 2024** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors S Unwin (Chairman)
H Unwin
J Creed
S Vaughan-Hodkinson
C Prescott
J Johnson
R Tyrrell
P Farrar
S Snell
D Watkins (from F24/081)

In Attendance: K Baker (Clerk)
PC Savannah Green
PC Natalie Baggot
D Watkins (until F24/081)
S Fisher
G Johnson
L Seabury

F24/079

WELCOME

The Chairman welcomed everyone and thanked them for attending.

PUBLIC SESSION

None

F24/080

APOLOGIES & APPROVAL

Councillor Turley	Health
Councillor Cranfield	Holiday

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

RESOLVED that the apologies as listed be accepted.

F24/081

VACANCY FOR A PARISH COUNCILLOR

One application had been received and the personal statement had been circulated to all members prior to the meeting.

- The applicant offered further supporting information
- The Councillors had an opportunity to ask questions
- The applicant was invited to ask questions of the Councillors
- The applicant left the meeting

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It was proposed by Councillor Johnson, seconded by Councillor Vaughan-Hodkinson, 5 were in favour and there were four abstentions, thus it was

RESOLVED that Daniel Watkins be co-opted to the position of Parish Councillor for Hollinswood & Randlay Parish Council.

- e) Councillor Watkins read and signed his Declaration of Acceptance of Office which was witnessed by the Clerk as the proper officer of the council.

F24/082

DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Creed	FoTTP, SBPC, FoHRV
Farrar	Randlay Allotments, Wizards, TW Climate Change Communities Forum and associated Groups
Johnson	HPS, Wizards, FoHRV, HR Committee
Prescott	TWC, RPS, FoHRV, St Leonard's Malinslee
Snell	RTITB
Tyrrell	FoHRV
Unwin H	FoHRV, Randlay Primary School
Unwin S	FoHRV, Randlay Primary School, TWC
Vaughan-Hodkinson	FoHRV, SBPC, TW Climate Change Communities Forum and associated groups, Funzone
Watkins	TWC Adult Social Care

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.

F24/083

MINUTES OF THE MEETING HELD ON 17th JUNE 2024

It was proposed by Councillor H Unwin and seconded by Councillor Tyrrell that the Minutes of the meeting held on 17th June 2024 be signed as a true record. With two abstentions, all were in favour and thus it was

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

F24/084

MATTERS ARISING, for information

- a) **Micro-chipping Event**
The event was well attended at RCC. It is likely that further events will be organized as the venue worked well for them
- b) **Overhanging Trees, Low Branches and overgrown hedges**
Dale Acre Way, Stirchley Avenue and Randlay Avenue had been reported to TWC. Confirmation had been received that the contractors had undertaken the annual

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maintenance and should the buses (especially the double-decker) be affected, Arriva would need to contact TWC.

c) Dodmoor Grange

The issues to the rear where access is blocked has been reported to TWC and the Housing Association.

d) Flooded footpath, rear of Deepdale

When this was reported previously (February 2024), TWC had confirmed that no action was necessary. The flood remains and the footpath is impassable – this will be reported again (with a photograph).

F24/085

FINANCE & GOVERNANCE

a) Financial Reports

Councillor H Unwin presented the Minutes of the Finance & Audit Committee meeting held on 1st July, for information.

b) There were no recommendations

c) Balances, Receipts & Payments

The balances at the end of June totaled £223,216.88.

Thanks were extended to the Clerk for providing reconciled accounts for June on 1st July. A list of receipts and payments had been circulated – Members are invited to contact the Clerk with any questions.

d) VAT

£992.24 has been claimed for June 2024.

e) Register of Gifts and Hospitality

In accordance with the Gifts & Hospitality Policy, Members were reminded of the need to declare, as soon as possible, any gift or hospitality valued in excess of £25.00.

f) Provision of CCTV, The Pavilion, Hollinswood

Councillor Vaughan-Hodkinson declared an interest as a user of the building

Members had discussed this previously and following the meeting in December 2023, £3000 had been allocated to provide CCTV around the Pavilion.

Three quotations had been received and considered.

A report had been received from CVS Security that an intruder had been found inside the locked boundary fence with a ladder near to an open window. It has therefore been agreed to add this to the Agenda for urgent consideration.

An updated quotation had been received from the preferred company with details of the proposal at a total cost of £2639.00 plus VAT.

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

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RESOLVED that the Quotation BJ13777 would be accepted and that installation should be requested as soon as possible. In the meantime, the security company will provide additional nighttime security visits.

F24/086

EVENTS COMMITTEE

a) Report

Councillor Johnson presented the Minutes of the meeting held on 1st July, for information.

b) Recommendations

None

c) Fun Day 2024

Despite the changeable weather throughout the afternoon, the event was well attended and successful.

A de-brief had taken place before this meeting and notes will be available to assist with the planning for 2025, the date has been agreed as 6th July 2025.

d) SNAC Fun Day

This will take place at The Pavilion on 18th August from 12 noon until 2pm.

Entertainment, fun, games and music have been booked and refreshments will be available, provided by the Parish Council.

e) Games Day

This year's event will take place at Randlay Village Green on 14th August from 2pm until 6pm and entry will be free. There will be activities for all ages and abilities including inflatables. Refreshments will be available at the nearby shops, however there will be soft drinks and ice creams available to purchase at the event. TWC has been asked to provide activities in the MUGA as part of the Urban Games and Crossbar Coaching have been invited.

f) International Day

The popular event is to return to Randlay Community Centre on 26th October with 18 countries taking part. Assistance with the organisation and promotion is being provided by members of 'One World UK' who we have worked with previously. Each country will provide food, crafts, history and there will be traditional music and dancing. Traditional costumes may be worn.

Tea, coffee and cake will be available, and each country will be encouraged to provide food that can be purchased from each of the stands.

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F24/087

CLIMATE CHANGE WORKING GROUP

a) Report

Councillor Vaughan-Hodkinson updated Members on the topic of a meeting which had taken place earlier in the evening. This had been to enable members of the Group to receive an update following the visit by Marches Energy Grant Officers. Further to their visit to our centres, details had been made available which included four potential areas of our strategy that would be eligible for grant funding. The two that fit best within our Aims & Objectives relate to solar panels for the Pavilion and Air Source Heat Pumps for the three community buildings.

This is only the start of the process of consideration but it will be useful to know what level of grants are available should these projects come forward.

It had therefore been agreed that two applications be submitted and that the applications remain relatively vague so that we can encourage the organisation to offer more information that will assist us. It was made clear that this does not mean we are committed to either project at this stage.

F24/088

CHAIRMAN'S COMMUNICATIONS

- a) The chairman had been pleased to welcome TW Mayor, Cllr Ian Preece, to Fun Day. Cllr Preece had spent time going around the stalls and activities, which was much appreciated.
- b) Funds from Fun Day had raised £291.65 and the overall total is now £731.65. This includes £72 raised on the raffle. There will a tombola at the SNAC Fun Day. A charity 'thermometer' has been added to the website to show the total as it increases. Ideas for fund-raising are welcomed.

F24/089

CORRESPONDENCE

a) Information from SALC

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

b) Community Governance Review – Recommendations

It has been a surprise to find (today) that TWC has published recommendations and that a meeting of the Boundary Review Committee is scheduled for Friday 19th July at Southwater One.

Members recalled the time and effort that went into our detailed responses to the consultation and yet none of this is included in the brief resumes included in the information appended to the agenda for their meeting. In fact, it was clear that there were some errors in the information included for other Parishes.

The Clerk would express concern that this information had been made available to the public before being shared with PTCs. This has resulted in the Parish Council being in a difficult position when trying to represent the best interests of the communities in our Parish.

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Other concerns include the lateness of the information (just before the summer recess) and the limited period of consultation which will follow Friday's meeting.

It is accepted that there are recommendations within the report that will affect a number of areas and parishes, but in relation to Hollinswood & Randlay their proposal to create The Nedge Parish will have significant implications for the communities, Stafford Park and in particular the staff.

Questions were also raised relating to the number of Councillors for a much larger area which is not warded.

Attendance at the Boundary Committee meeting on 19th July at Southwater One, as observers, is recommended.

The Chairman will call an extra-ordinary Full Council Meeting to discuss this, following the outcome of the BC Meeting.

F24/090

PLANNING

a) Reports

None

b) New Applications for consideration

TWC/2024/0467 42 Arundel Close, Randlay
Erection of a single storey rear extension.

RESOLVED that the Parish Council would have no objections to the proposal
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TWC/2024/0484 TJs Café, Stafford Park 6
Provision of a portacabin (retrospective)

The policy of Hollinswood & Randlay Parish Council remains to object to retrospective applications as a matter of principle.

RESOLVED that the Parish Council would object to the retrospective application but would add that if the applications had been through the correct process, members would not have objected.

TWC/2024/0505 Station Quarter, Telford Town Centre
Variation of Conditions

Members shared concerns about access to the documents and the relevance of much of the information provided. There was too much for councillors to be able to determine the effect of the proposed variations.

The Clerk agreed to contact the Planning Officer to ask for details of the 'variations' especially those that will affect the traffic and highways and trees and landscaping – as these areas could have the most affect on our parish and residents.

c) Other Planning Matters

None.

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F24/091

WEST MERCIA POLICE REPORT

Members of the Nedge SNT had attended the public session and requested the speed data from SID in relation to the appropriate speed limit for each road recorded. The enforcement van will be in the parish early in August.

Members were asked to consider setting up a Community Speedwatch Project, if they believe that high speed is a significant issue.

The Team have visited the Primary School and taken part in assemblies in order to share messages with the young people, especially relating to ASB concerns in the Parish.

Parking in the parish (especially on footpaths) is a shared concern and has also been reported to TWC Enforcement officers.

F24/092

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Liam Seabury, the Environment Officer, had produced a report which had been circulated to bring members up to date with work in the Valley and plans for the Summer Activities – copies are available and will appear on the websites.

F24/093

CLERK'S REPORT

a) Downemead – damaged / missing bollards

Following the unauthorized removal of a number of bollards, a quotation has been obtained and we are awaiting agreement from TWC for shared costs to replace them – they are essential as they prevent vehicles from accessing the adjacent green space.

b) SNAC Holiday Programme and Youth Provision

This is nearing completion and will be circulated when available. Members are asked to share this information.

For information, the HHAH will run for four hours, on four days, over four weeks throughout the Summer. The Parish Council will be adding a two-hour weekly session for young people on a Monday evening. Barnardos will continue through the holiday period.

c) Hollinswood Service Charge

It has been necessary to challenge TWC regarding the percentage costs of the service charge. The overall costs will be shared, in the future, between the four shops, Southwood Hum and the Parish Council. This will result in a credit balance for the Parish Council.

COUNCILLOR'S REPORTS

Councillor Farrar is awaiting information from Councillors to be included in the Parish Postcard for the Future.

Members were reminded of the Zero '30 page on our website which includes useful information.

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F24/094

PARISH MATTERS.

The following matters will be actioned or reported as necessary

- Company vehicles using estate roads and pavements for parking during the working day
- Overgrown vegetation in underpasses at Randlay
- Overgrown path – Norwich Drive to Abbey Fields
- Parking outside of RCC (Sundays)
- Fireworks after 11pm
- Camera footage -outside of Randlay shops – access via the police / TWC
- Blocked drain – Mo's Underpass
- RTA – damage to bollards and barrier, Stirchley Avenue / Randlay Avenue

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

F24/095

MEETING SCHEDULE

22 nd July 2024	Extra-Ordinary Full Council	7pm	Council Chamber
2 nd September 2024	YPP Asset & Property	7pm 7.30pm	Council Chamber
16 th September 2024	Full Council	7.30pm	HNC
28 th September 2024	Strategy Day	10am to 3pm	TBC

There being no further business, the Chairman closed the meeting at 9.15pm, 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 16th September 2024