
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 16th December 2024** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

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

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

F24/149 WELCOME

The Chairman welcomed everyone and thanked them for attending.

PUBLIC SESSION

None

F24/150 APOLOGIES & APPROVAL

Councillor Vaughan-Hodkinson Health

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

RESOLVED that the apologies as listed be accepted.

The Nedge Safer Neighbourhood Team

F24/151 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Creed	FoTTP, SBPC, FoHRV, Friends of St James' park
Farrar	Randlay Allotments, Wizards, TW Climate Change Communities Forum and associated Groups
Johnson	HPS, Wizards, FoHRV, HR Committee

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Krajewski	Hollinswood Primary School
Prescott	FoHRV, Randlay Primary School, TWC, Friends of St James' Park
Salifu	SBPC, Chosen Generation, Randlay Primary School
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

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.

F24/152

MINUTES OF THE MEETING HELD ON 18th NOVEMBER 2024

It was proposed by Councillor H Prescott and seconded by Councillor Farrar that the Minutes of the meeting held on 21st October 2024 be signed as a true record. With one abstention, all were in favour and thus it was

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

F24/153

MATTERS ARISING, for information

- a) Enhanced DBS checks
These are being processed for the new Councillors. A copy should be provided to the Parish Council on completion.
- b) TW / PTC Agreement
A meeting is to take place with TWC and SALC/WAC pm 19th December to discuss the way forward.
- c) Homestart Grant
The Parish Council grant was eligible for matched funding through the Big Give Initiative.
- d) What does the Parish Council do?
The display provided for Hollinswood Primary School has now returned to Hollinswood Neighbourhood Centre. Thanks were extended to Glyn who had put the information and display together.
- e) Community Engagement Event
Details of the event held on 3rd December, with TWC and Veolia, were shared with Members. Thanks were extended to Councillor Page for attending. Discussions took place regarding litter, fly-tipping, use of municipal bins and other local matters.

F24/154

ASSET & PROPERTY COMMITTEE

- a) Councillor H Unwin presented the Minutes, which had been circulated, of the meeting held on 25th November, for information.
- b) Recommendations
 - i) Randlay Community Centre – Hall One Acoustics

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

RESOLVED that £4500 be allocated to enable the Order for the Sound Boards to be installed as soon as possible.

ii) Hollinswood Neighbourhood Centre – PA, Speaker System and Hearing Loop
It was proposed by Councillor H Unwin, seconded by Councillor Tyrrell, all were in favour and thus it was

RESOLVED that the order be placed with JB Roadshow, for installation in the New Year.

iii) Tree Works at Randlay Valley
Deferred

c) Marches Green Energy Grant - Efficiency & Green Schemes

Stuart updated Members on the work taking place at the three community buildings. Hollinswood Neighbourhood Centre is nearing completion – the system is working well with user groups expressing their thanks for improved heating in the Main Hall. Four radiators are still to be replaced, followed by boxing in of the boiler and pipework and decorating as needed. The two units are outside of the building but do not cause any noise pollution.

Randlay Community Centre is progressing however the team has encountered significant problems with the installation within the roofspace, due to the construction of the building. Work will continue in the New Year, to be followed by redecoration as required.

The solar panels have been installed at The Pavilion. It has been necessary to close the building for the internal installation during w/c 13th January.

Scottish Power has confirmed that the backdated payment should be in our account during this financial year, and hopefully sooner.

The Chairman thanked Stuart for his work on this project.

F24/155

FINANCE & GOVERNANCE

a) Minutes of the meeting held on 25th November 2024

i) Minutes

Councillor H Unwin presented the Minutes of the meeting held on 25th November, which had been circulated to all members, for information

ii) Recommendations

FA24/053 Councillor .gov.uk email addresses

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

RESOLVED that, in accordance with NALC guidelines, all Parish Councillors will have a ,gov.uk email address for Parish Council business.

AP24/054 Provision of suitable internet access

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

RESOLVED that the Parish Council confirms the contract with Telford & Wrekin Council to provide a reliable connection with a speed of 1Gb.

AP24/055 Toilet upgrades at Randlay Community Centre

Following the agreement that funding be made available for this essential work, under delegates powers, Councillors agreed that this should take place as soon as possible.

b) Financial Reports

The balances at the end of November totaled £244,870.62.

c) VAT

£1780.83 has been claimed for November 2024.

d) 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.

F24/156

HUMAN RESOURCES COMMITTEE

Councillor Johnson, G Johnson and L Seabury left the meeting

a) Minutes

Councillor Snell presented the Minutes of the meeting held on 2nd December 2024, for information.

b) Recommendations

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

RESOLVED that the SNAC Co-Ordinator receives an increase of 1 scp from April 2025.

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

RESOLVED that LMT can submit overtime hours for additional work in Randlay Valley.

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F24/157

EVENTS COMMITTEE

- a) Councillor Johnson presented the Minutes of the meeting held on 2nd December, for information. There were no recommendations.
- b) Members discussed the Christmas events and confirmed:
All were good events. The bacon baps were welcomed and popular. Father Christmas was very busy throughout. It was good that the school choirs took part and that the police were in attendance. All stallholders gave positive feedback. The entertainment was good.
The floats were very popular and enjoyed by many local residents at Hollinswood & Randlay.
The lunch was delicious and hot with quick service. The quiz was good.
The Chairman thanked everyone for their help with the events.

F24/158

CHAIRMAN'S COMMUNICATIONS

Special Presentation

The Chairman presented Liam Seabury with an award donated to him by Graham Pugh. Graham was a retired Parish Councillor and wanted to express his sincere gratitude and congratulations to Liam, in his role as Landscape Maintenance Team Leader. His helpfulness and dedication are to be applauded.

Correspondence

An invitation has been received to attend the 30th anniversary of Fairshare.
Thanks were also extended to St George's & Priorslee for raffle prizes.
Thanks were also extended to all members who will be helping to delivery the Parish Calendars.

Chairman's Charity

The total raised for the Chairman's Charity has increased to £1717.43 with £45 donated this evening. Thanks were extended to Mrs E Dalby.

F24/159

CORRESPONDENCE

a) Information from SALC

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

b) TWC Crime Reduction Meeting – The Nedge and Brookside Wards

Stuart had represented the Parish Council at the meeting and the Minutes had been circulated.

SID data will continue to be monitored with results being sent to the Clerks.

Speeding tickets can now be issued from a mobile unit on some roads – a request to consider Brands Farm Way will be submitted.

c) TRO Amendments

Details of the amendments had been circulated and everyone is encouraged to respond to the proposals. It had been reported by our CAT that the number of PCN has reduced, which is showing that the system is effective.

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Members discussed the parking at the area of the Flats in Deercote and understood that this would result in a reduction in the number of parking places for residents. Members

RESOLVED to respond to the proposals requesting that the enforcement be effective during daytime only – this will enable residents to park on the spine road when they return from work in an evening.

F24/160

PLANNING & DEVELOPMENT

a) Reports

None

b) New Applications for consideration

TWC/2024/0832 Bridge Cheese, Stafford Park 13
Erection of a single storey side extension

RESOLVED to have no objections to the proposals.

TWC/2024/0837 Land Opposite Radford House, Stafford Park 7
Erection and operation of micro-energy storage facility with 2.4m paladin fencing

RESOLVED to have no objections to the proposals

TWC/2024/0838 Land adjacent to the electricity substation, Stafford Park 13
Erection and operation of micro-energy storage facility with 2.4m paladin fencing.

RESOLVED to have no objections to the proposals.

TWC/2024/0870 Northwood Hygiene Products Limited
Erection of front and side office & warehouse extensions – Phases 1 and 2
There was initial concern regarding the number of vehicles and parking spaces, but the application includes information which mitigates the concerns.

Resolved to have no objections.

c) Other Planning Matters

SNN/0003 Street Naming – The Hem Development
TWC has confirmed that Christopher Turley Way and Robin Close have been selected the Chairman. The Clerk has confirmed with the family who are very supportive.

F24/161

WEST MERCIA POLICE REPORT

Apologies have been received. Please continue to use Neighbourhood Matters as a two-way form of communication.

F24/162

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

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The volunteer events continue to be well supported and achieve a lot – recently there has been work undertaken to clear footpaths blocked by fallen trees and branches. There has been a lot of storm damage.

Events

Sheenagh Unwin confirmed that an Arts & Craft session, with a Christmas theme will take place on 23rd December and the popular Winter Walk will be on 27th December from 10.15am. Mince pies and drinks will be available after the walk.

The Christmas Trail will be on display in the Valley until 6th January. All entries will receive a certificate.

Veolia Grant Application

Liam confirmed that the applications was successful and the funding will be used to improve the 'S' path (near the new kissing gate).

A further grant application is to be submitted for the additional benches on the core route.

F24/163

CLERK'S REPORT

a) Downemead Play Area

Work continues in association with TWC on the Downemead Play Area and surrounding areas.

- 2 picnic benches have been ordered
- A noticeboard is on order

b) UniqueArt

The underpass has been completed and lots of positive comments have been received. The project for two more underpasses will appear on the next A & P Agenda

c) Arriva Buses

Some recent concerns have been passed to Arriva for comment.

COUNCILLOR'S REPORTS

Downemead Car Park

Councillor Krajewski raised the concerns regarding the lack of a footway from Hollinswood to the path near to the shelter in Downemead. Photos had been circulated to members and forwarded to TWC. TWC confirmed that the land is unadopted. The Clerk will meet with the relevant officer asap to discussion options, after which there will have to be consideration regarding costs and who pays.

Community Engagement

Councillor Salifu raised concerns regarding the conflict between young people using the Randlay Village Green area – this will be monitored and the police will be informed. This had not been reported previously.

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Councillor Salifu presented information regarding communication and participation with under-represented groups. She requested a parish survey be undertaken on culture and backgrounds of residents.

The newsletter can be found on the website, and arrangements will be made so that this can be translated into any of the countries now available on the site.

Councillor Salifu reported that in 2021, 19% of our residents were non-white and a community survey could establish the culture and backgrounds of many.

The 2024 International Day was well attended by 16 other countries and had been successful in bringing communities together.

Attendance at the Meet Your Councillors events can be useful in order to engage with local residents.

F24/164

TELFORD & WREKIN COUNCIL

The Chairman welcomed Councillor Nathalie Page, the recently elected Ward Member for The Nedge. Nathalie will be arranging local surgeries and arranging Ward Walks. She will attend meetings whenever possible and explained that she had some Pride Funding available for local projects.

F24/165

PARISH MATTERS

The following matters will be actioned or reported as necessary

- Trees down around the parish
- Fence at the top of Norwich Drive
- The path from The Nedge to the Valley needs sweeping
- Parking on Pavements
- Beware of wildlife signs

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

F24/166

MEETING SCHEDULE

6th January 2025	Asset & Property Finance & Audit	7pm 8pm	The Chamber
20th January 2025	Full Council	7.30pm	

There being no further business, the Chairman closed the meeting at 9.10pm, thanking members for their important contributions to a successful meeting and inviting them to share light refreshments before wishing everyone a Happy Christmas and a Peaceful and Healthy New year.

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SignedDate.....

These Minutes will remain DRAFT (E & O A) until confirmation at Full Council on 20th January 2025.

