
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

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

PRESENT: Councillors S Unwin (Chairman)
H Unwin
J Creed
S Vaughan-Hodkinson
J Johnson
R Tyrrell
P Farrar
P Cranfield

In Attendance: K Baker (Clerk)
PC Savannah Green
D Watkins
S Fisher
G Johnson
L Seabury
3 members of the public

F24/096

WELCOME

The Chairman welcomed everyone and thanked them for attending. A warm welcome was extended to our guests.

PERIOD OF REFLECTION

Members kept a minutes' silence in memory of the late Chris Turley. Members took time to remember Chris, as a colleague, friend and neighbour. Chris was a true gentleman, a hard-working and dedicated Councillor. He enjoyed a good laugh and will be remembered for his cheeky grin and twinkle in his eye. Chris will be sadly missed by everyone who knew him.

PUBLIC SESSION

Downemead Play Area

A local resident (and Father) raised concerns about the lack of facilities for older children at the park and informed the Parish Council that the roundabout is not working with bearings on the swings in need of attention.

He requested that the Council considers installing posts and nets to allow the use of the adjacent green space for football and investigated the option to install low level lighting. Repairs are needed to the fence, too.

F24/097

APOLOGIES & APPROVAL

Councillor Prescott	Health
Councillor Snell	Holiday

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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 the apologies as listed be accepted.

Councillor N England (TWC) had also sent apologies.

The Chairman announced that she had received the resignation from Daniel Watkins. Thanks were extended to Daniel – the Parish had appreciated his work since co-option in July.

F24/098

READ EASY, TEFORD & SHROPSHIRE EAST GROUP

The meeting welcomed Claire Dempsey and Julie Jones who were in attendance to promote Read Easy.

Read Easy volunteer groups support local adults who want to learn to read or improve their reading skills, at their own pace and without pressure.

More than 7% of adults in England never learnt to read at school – there can be many reasons why some find it difficult to learn to read as children but the good news is that it's never too late to learn.

Read Easy is suitable for any adult who wants to learn. Anyone who can read fluently themselves can apply to become a volunteer Reading Coach. The phonics-based Turning Pages programme is used as the main resource. Readers and their coaches will be given a choice of places to meet, all sessions take place in quiet venues and take around 30 minutes twice per week.

Further information is available online at readeasy.org.uk or you can call Claire Dempsey on **07941 515 220**.

F24/099

DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Cranfield	FoTTP, FoHRV
Creed	FoTTP, SBPC, FoHRV
Farrar	Randlay Allotments, Wizards, TW Climate Change Communities Forum and associated Groups
Johnson	HPS, Wizards, FoHRV, HR Committee
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.

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MINUTES OF THE MEETING HELD ON JULY 15TH 2024

It was proposed by Councillor Cranfield and seconded by Councillor Johnson that the Minutes of the meeting held on 15th July 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.

MINUTES OF THE MEETING HELD ON JULY 22ND 2024

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

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

F24/101

MATTERS ARISING, for information

- a) Downmead Bollards**
TWC has agreed to fund the required work by 50%.
- b) Parking – Company vehicles**
This is being investigated by TW CAT
- c) Overgrown Vegetation – Randlay Underpass**
Investigated by SBPC and no action required
- d) Overgrown Paths**
LMT has completed the work in Norwich Drive and Abbey Fields, Doddington & Dale Acre Way
- e) Parking at RCC**
Parish Council has reminded user groups of road safety at the entrance to Randlay Local Centre and unauthorized use of the disabled bays
- f) Fireworks**
If fireworks are heard after 11pm – report to TWC
- g) Blocked Drain**
The drain in Mo's Underpass needs jetting again – reported to TWC
- h) Community Governance Review**
TWC has acknowledged receipt of our responses – we await the date of the next review.
- i) Randlay Bench**
Re-positioned to new location
- j) ASB – Hollinswood**
Multi-agency meetings will continue to take place, including TWC, WMP and SFR
- k) Overgrown Trees**
TWC has confirmed that the contractors have now made a start on long list of work required, although already 2 weeks behind schedule.
- l) Hidden Street Lights**
TWC reporting to their contractor for action

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F24/102

FINANCE & GOVERNANCE

a) Financial Reports

The balances at the end of August totaled £180,410.12.

Thanks were extended to the Clerk for providing reconciled accounts promptly.

A list of receipts and payments had been circulated – Members are invited to contact the Clerk with any questions.

b) VAT

£931.97 has been claimed for August 2024.

c) 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.

d) Grant Applications

Two enquiries had been received, one has since been withdrawn and the second has received our application form and will be considered when this has been completed and returned.

e) Parish Council Committees

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

RESOLVED that Councillor Vaughan-Hodkinson becomes a Member of Asset & Property and Councillor Tyrrell becomes a Member of Human Resources.
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Link Councillors

Councillor Cranfield agreed to be the Link Councillor for Finance & Audit and would join Councillors S Unwin, H Unwin and S Snell.

F24/103

YOUTH PROVISION PARTNERSHIP

Councillor S Unwin presented the Minutes of the meeting held on 2nd September, for information.

F24/104

ASSET & PROPERTY COMMITTEE

Councillor H Unwin presented the Minutes of the meeting held on 2nd September, for information. The recommendations included will be added to the Finance & Audit Committee Agenda.

F24/105

CHAIRMAN'S COMMUNICATIONS

- a) The chairman had been pleased to attend the Special Assembly at Randlay Primary School as they were awarded 'School Of Sanctuary' as a safe space for asylum seekers and refugees. This was an outstanding achievement and the school is one of only 6 schools in TW to be recognized in this way.

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- b) The total raised for the Chairman's Charity is £731.65.

The Chairman is to host a Christmas Concert with Hadley Male Voice Choir – a date is to be arranged when it does not clash with other local events.

F24/106

CORRESPONDENCE

a) Information from SALC

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

The AGM and Award Ceremony will take place on 30th October 2024 at The Shirehall.

A Conference around Local Nature Recovery Strategy is to take place on 6th December 2024. One place per Parish Council is available – anyone interested in attending is asked to inform the Clerk.

- b) The Local Access Forum takes place on 18th September, 7pm at Longdon Upon Tern Village Hall – everyone welcome.**

- c) Telford Green Spaces Partnership will meet on 19th September at 7pm at Hollinswood Neighbourhood Centre – FoHRV will be in attendance**

- d) Wrekin Area Committee (of SALC) will hold a zoom meeting on Thursday 26th September at 7pm – everyone welcome.**

F24/107

PLANNING

a) Reports

None

b) New Applications for consideration

TWC/2024/0559 Excel House, Stafford Park 7

RESOLVED that the Parish Council would have no objections to this change-of-use application.

TWC/2024/0580 Industrial House, Stafford Park 10

Members were disappointed that a part of this application is retrospective. However, following discussion, it was

RESOLVED that the Parish Council had no objections to their proposal for change-of-use.

TWC/2024/0587 Station Quarter

Members were, once again, concerned that this application is retrospective as there have been press releases confirming that Addenbrooke House will have a change of use to Education

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c) Other Planning Matters

None.

F24/108

WEST MERCIA POLICE REPORT

Members thanked PC Green for attending the meeting. Information was shared regarding their work with off-road bikes and knife crime. Operation Spree is current. Officers continue to visit both schools and keep an eye on anti-social driving. Regarding ASB at the flats, work is on-going and an eviction has already taken place. Regular meetings take place with the Parish Clerk and Risk Management Plans and Safeguarding matters have been shared.

F24/109

INFORMATION FROM TELFORD & WREKIN COUNCIL

Councillor N England has sent his apologies, but no report had been received.

F24/110

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.

The next meeting of FoHRV will take place on 23rd September at 7.30pm at Hollinswood Neighbourhood Centre.

Urgent work is needed on the pond area within the Valley. Smallwoods are helping to formulate a plan and have identified a possible source of necessary funding to enable this work to take place sooner rather than later.

Members will consider applying for a Veolia Grant (£1000) towards the work needed on the steps.

F24/111

CLERK'S REPORT

a) International Day – 26th October 2024

Arrangements are in place for this exciting event in the Parish calendar. 18 countries will be taking part – showcasing their arts and crafts, music, dance and history along with taster food samples of their traditional dishes.

b) Parish Council Vacancies

The two vacancies will now be advertised on Monday, 23rd September as agreed with Telford & Wrekin Monitoring Officer. The Borough Ward vacancy will also be advertised and any elections will take place on the same date.

The closing date for anyone to call an election will be 11th October 2024.

c) Safe Stronger Communities

The Clerk meets with the SSC Team monthly and work has included Graffiti Art Projects for the underpass and bus shelter. TWC has engaged a local artist who will attend Wizards and FunZone to speak with the young people and to gather ideas for the designs. Other areas of our work have included The Games Day, the International Day, a multi-agency meeting for the Flats at Hollinswood, International Day, The Muddy drainage and the provision of an additional SID socket near to the International Centre.

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COUNCILLOR'S REPORTS

Councillor Farrar is awaiting information from Councillors to be included in the Parish Postcode to the Future project.

F24/112

PARISH MATTERS.

The following matters will be actioned or reported as necessary

- Downemead Play Area – report faults to TWC and discuss improvements
- Glass evident to the rear of MUGA
- Large dangerous hole at the NHS RISQ Building
- Advertising Ramblers Walks
- Lack of lighting – Town Park to Fisherman's Walk / Randlay
- My Telford APP – Asset mapping
- Defibrillator and CPR Training – 6th October at 2pm – everyone welcome
- 20mph school zone lights, at Randlay – overgrown
- Overgrown trees over the gym equipment at Randlay

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

F24/113

MEETING SCHEDULE

28 th September 2024	Strategy Day	10am to 3pm	HNC
30 th September 2024	Finance & Audit Events	7.00pm	HNC
		8.00pm	HNC
7 th October 2024	Human Resources Asset & Property	7.00pm	HNC
		7.30pm	HNC
21 st October 2024	Full Council	7.30pm	RCC

There being no further business, the Chairman closed the meeting at 9.10pm, 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 21st October 2024