
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 17th November 2025** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors S Unwin (Chairman) H Unwin
 C Prescott M Salifu
 S Snell P Farrar
 P Krajewski P Cranfield
 S Vaughan-Hodkinson J Creed
 J Johnson (from F25/106)

In Attendance: K Baker (Clerk)
 L Seabury
 S Fisher
 G Johnson
 Cllr N Page – TWC
 David Tooley - Press

F25/101

WELCOME

The Chairman thanked all Members for attending the meeting.

PUBLIC SESSION

There were no members of the public in attendance.

WEST MERCIA POLICE

There was no one available to attend the meeting.

F25/102

APOLOGIES & APPROVAL

Cllr R Tyrrell Holiday

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

RESOLVED that these apologies be accepted.

F25/103

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

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Salifu	SBPC, Chosen Generation, Randlay Primary School, Randlay Colts
Snell	RTITB, FoHRV
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.

F25/104

MINUTESS OF THE MEETING HELD ON 20TH OCTOBER 2025

It was proposed by Councillor Salifu and seconded by Councillor Snell that the Minutes of the meeting held on 20th October 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.

F25/105

MATTERS ARISING, for information

None

Councillor Johnson arrived

F25/106

TW CLIMATE CHANGE CONFERENCE

Hollinswood & Randlay Parish Council had been invited to take part in the recent conference and Stuart kindly agreed to do a short presentation on our successful project which covered our three community buildings.

Stuart repeated his presentation to this meeting – Members were impressed and very grateful to him for representing the Parish Council at this event.

F25/107

FINANCE & GOVERNANCE

a) Minutes of the meeting held on 27th October 2025

Councillor H Unwin presented the Minutes, for information

b) Recommendations

It was proposed by Councillor H Unwin, Seconded by Councillor Vaughan-Hodkinson, all were in favour and thus it was

RESOLVED that a grant of £12500 be allocated to made available from Reserves in order that the Members can consider a new fire alarm system at the Pavilion, replacement guttering at the Pavilion and to replace the internal blinds in Hall One at Randlay Community Centre.

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c) Financial Reports

Copies of the October Bank Reconciliation and details of all receipts and payments had been shared with Members. The total balance is £246,718.70.
VAT reclaimed for October has been received - £1422.10.

Governance

d) Accidents or Near Misses

None

e) TW Community Governance Review

The TW Boundary Review Committee had met on 4th November and resolved that, following the third round of consultation, there should be no changes to the boundary of this parish and no merger with Stirchley & Brookside Parish Council.

The Chairman thanked the Councillors and the community for taking time to ensure that the local views had been submitted to TWC as it was clear that the outcome of the review was based on significant public opinion which was against any changes for our parish.

Members wished to record their thanks to The Clerk and Assistant Clerk for their work on this Review.

f) Parish Strategy and Five-year Plan

The draft Parish Strategy for 2026/27 had been circulated to all members and included the Five-Year Plan. It was proposed by Councillor H Unwin, seconded by Councillor Creed, all were in favour and thus it was

RESOLVED that the Parish Strategy, and Five Year Plan, for 2026 – 2031 be adopted.

A copy of the document will be added to the website.

F25/108

CLIMATE CHANGE COMMITTEE

Councillor Farrar presented the Minutes of the last meeting, for information.

It was agreed that the Zero '30 page on the website should be more active and include current information about our work as well as encouraging residents to 'do their bit'. Stands will be included at both Christmas Fayres to promote the work of the parish council.

Stuart continues to bring together all the relevant information, and probable costs, for battery storage at Randlay Community Centre – this will appear on a future agenda and will be included in the budget for 2026/27.

F25/109

CHAIRMAN'S COMMUNICATIONS

It had been a busy week – the Chairman & Vice Chairman had attended a number of events including:

The official opening of the Chris Turley Hub in Dawley

Selling tickets for the Senior Citizens Christmas Lunch

SALC AGM at Shrewsbury Town FC

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Halloween Event at The Pavilion
Hollinswood Blitz

Chairman's Charity

The Bingo Night was very enjoyable, with over 50 people attending and raised £219.00 – taking the total to date to £1576.08.

The Clerk presented a framed certificate and a Sunflower Badge, on behalf of Lingen Davies Sunflower Appeal, to the Chairman – an initial £500 from the Charity Fund has been provided to the Lingen Davies Cancer Centre and Hollinswood & Randlay Parish Council is now a founder member of the £5m appeal to provide a new Cancer Treatment Centre at Princess Royal Hospital.

Thank you to everyone who attended the Remembrance Sunday event at The Memorial in Telford Town Park – thank you to all staff for their help in making the occasion a success.

Congratulations

The recent Flag Competition, organized by Telford & Wrekin Council, was won by Amelia, a pupil at Randlay Primary School. Congratulations from everyone at Hollinswood & Randlay Parish Council.

F25/110

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.

F25/111

PLANNING

a) Reports

None

b) New Applications for consideration

TWC/2025/0310 Land East of Randlay Farmhouse
Amended Plan and Description

RESOLVED that the Parish Council would continue to raise concerns regarding insufficient parking for the residents and visitors.

Members also wanted to raise concerns regarding the access to the site both during construction and after completion. The route from Randlay Avenue, to the development will mean travelling contrary to the direction of the traffic using the centre car park – this additional traffic movement outside of the school, remains a concern, along with the lack of lighting at this location.

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TWC/2025/0717 Hollinsgate Roundabout
Installation of a communication kiosk and defibrillator

RESOLVED to support this application. It will be important that the correct colour for the kiosk is used.

c) Other Planning Matters

Member Training and Development Sessions

Attendance at these events is to be encouraged. The information is useful.

F25/112

CLERK'S REPORT

Parking Restrictions – Deercote

Concerns regarding the displacement of parked vehicles has been noted and the community is advised to log such concerns with highways, via the My Telford APP.

There will be a period of monitoring the area since the installation and it may be that the parish council will have an opportunity to comment in the New Year.

COUNCILLORS REPORT

None

F25/113

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Page reported on her work in the Parish since the last meetings. She had attended four surgeries and three ward walks, as well as Hollinswood Blitz, Remembrance Sunday, Chairty Bingo and Meet Your Councillors. She had also part funded a defibrillator at the Chinese Culture Centre.

F25/114

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

The Chairman reported that Fo HRV had responded to the Community Governance Review and that they were pleased that there is to be no change to the boundaries. It was also confirmed that the FoHRV is financially solvent, some fund-raising is needed.

The Environmental Officer updated the meeting on work within the Valley undertaken by the volunteer groups. It is also pleasing to hear that local companies are interested in joining working groups to help in the Valley with specific projects.

The next volunteer morning will be on 22nd November at 10am from The Pavilion.

The Events Officer reported on the successful Halloween Event and thanked John for his work to create the site and walk, which was enjoyed by many local residents.

Future Events	Crafts Morning	23 rd December
	Winter Walk	27 th December

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PARISH MATTERS

The following matters will be actioned or reported as necessary

- Parking in Downmead – ask Enforcement Officers to attend
- ASB
- Handrail outside of 50 Deepdale
- Parking in Brands Farm Way
- Scooters on public highways - police matter
- Waste Bins at commercial premises
- Use of Ask Tom – TWC
- Lack of lighting from Randlay Primary School to Play Area

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

F25/1116

MEETING SCHEDULE

24th November	Asset & Property	7pm	HNC
	Finance & Audit	8pm	
29th November	Hollinswood Christmas Fayre	2pm	
1st December	Human Resources	7pm	
	Events	7.30pm	
6th December	Randlay Christmas Fayre	2pm	RCC
10th December	Senior Citizens Christmas Lunch		
12th December	Chairman's Invitation	7.30pm	
15th December	Full Council	7.30pm	RCC
16th December	Float around Randlay		
17th December	Float around Hollinswood		

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 15th December 2025.