
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 17th July 2023** at **Randlay Community Centre** at **7.30pm**.

PRESENT: Councillors

S Unwin (Chairman)
S Snell
C Turley
H Unwin
J Creed
S Vaughan-Hodkinson
C Furnival
P Cranfield
P Farrar

In Attendance:

K Baker (Clerk)
G Johnson
PCSO W Turley

F23/0062 WELCOME

The Chairman welcomed everyone to the meeting and thanked them for attending.

PUBLIC SESSION

None

F23/0063 APOLOGIES & APPROVAL

Councillor J Johnson	Work Commitments
Councillor C Prescott	Health
Councillor T Wood	Work Commitments

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

RESOLVED that the apologies, as listed, be accepted.

F23/0064 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Cranfield	FoHRV
Creed	FoHRV, FoTTP
Farrar	Wednesday Wizards
Furnival	SBPC, FoHLM, FoTTP, CPRE
Snell	RTITB
Turley	FoHRV, TWC, SBPC, GDTC, FoTTP
Unwin H	FoHRV, Randlay Primary School, Agenda 6 d i
Unwin S	FoHRV, Randlay Primary School, TWC
Vaughan-Hodkinson	FoHRV, SBPC

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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.

F23/0065 MINUTES OF THE MEETING HELD ON 19th JUNE 2023

It was proposed by Councillor Snell and seconded by Councillor Turley that the Minutes of the meeting held on 19th June 2023 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.

F23/0066 MATTERS ARISING, for information

a) RoSPA Training

A place has been secured for the LM Team Leader to attend in the Autumn.

F23/0067 FINANCE & GOVERNANCE

a) Report

Councillor H Unwin presented the Minutes of the meeting held on 3rd July 2023, for information

b) Recommendations

FA23/023 Island Sponsorship

Members agreed that the opportunity to promote the work of the Parish Council, SNAC and Randlay Valley had been worthwhile and was good value-for money.

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

RESOLVED that the Parish Council would agree a further four-year contract with TWC to sponsor the island near to The Holiday Inn at a fixed price.

c) Financial Reports

- i) A financial report had been circulated for the end of June 2023, which showed a Current Account balance of £165,512.83. There remains £100,000 in the CCLA Account which is earning a good rate of interest.
- ii) A copy of the receipts and payments for the month had been circulated, for information.
- iii) All payments over £500 will appear on the website, in accordance with the Transparency Code.
- iv) The VAT (£2433.67) had been reclaimed for June.
- v) It was proposed by Councillor H Unwin, seconded by Councillor Creed, all were in favour and thus it was

RESOLVED to vire £800 from general reserves into Hollinswood Neighbourhood Centre for the Members to consider the purchase of new chairs for the Council Chamber.

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d) Risk Management

Councillor H Unwin declared an interest

There had been one accident, at the end of Fun Day on the public path from the underpass to the Pavilion Field.

The Parish Council has reported the raised cover on My Telford as a trip hazard and the Events Committee will consider if any additional first aid cover is required at future events.

e) Volunteer Policy and Contract

Updated documents are now available for anyone considering applying to be a volunteer for the Parish Council.

We have received two recent applications.

F23/0068

ASSET & PROPERTY COMMITTEE

a) Report

Councillor H Unwin presented the Minutes of the meeting held on 3rd July, for information.

b) Recommendations

i) AP23/0023a

Councillor Unwin updated Members on the details required regarding the proposal to install solar panels on Randlay Community Centre roof and confirmed that a meeting will take place in August with a proposed contractor to ask questions and ascertain further information, especially regarding the ongoing maintenance costs and payback periods. Members are committed to the project and a recommendation will appear on a future Full Council meeting agenda for consideration. Funding was included in the budget and the £10,000 grant already received will require the order to be placed during this financial year.

RESOLVED that the Parish Council continues to work towards the installation of solar panels on Randlay Community Centre as an objective to reach carbon net zero by 2030.

ii) AP23/0024

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

RESOLVED that 20 padded chairs be purchased for use in the Council Chamber as per the quotation received from the Telford company at a cost of £700.

F23/0069

CLIMATE CHANGE WORKING GROUP

a) Report

Councillor Vaughan Hodkinson presented the Minutes of the meeting held on 26th June, for information.

b) Phasing Out Single-Use Plastics

It was confirmed that the Parish Council has, and will continue to, phase out its own use of single-use plastics as well as encouraging local businesses and organisations to work towards the same objective.

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c) **'We Love To Be Green' event**

Plans are progressing well for the event taking place at the Pavilion and Field on 21st October 2023. An event planning event will be arranged in September.

F23/0070

EVENTS COMMITTEE

a) **Report**

Councillor S Unwin presented the Minutes of the meeting held on 26th June, for information.

b) **Recommendations**

i) **E23/020**

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

RESOLVED that the Parish Council will place an order for additional blue polo shirts for use at events and to be available for Councillors and Volunteers, in a range of sizes - these will be funded from the Events and Uniform Budgets.

c) **Fun Day De-brief**

The event was very well attended and appreciated by the local communities. Thanks were extended to everyone who attended and helped on the day, particularly the local councillors and volunteers.

A de-brief meeting took place on 10th July and members took the opportunity to consider some changes for 2024. An updated document will be circulated and discussed at the next Events Committee Meeting. The 2024 event will be planned for 7th July 2024.

Special thanks were extended to Stuart for arranging the Spitfire Fly-past during the afternoon – it was an amazing addition to the programme on the day.

d) **SNAC Fun Day and Games Day**

Arrangements are in hand for both events to be held on the Pavilion Field on 12th and 16th August respectively. The banners are now on display and posters will be displayed around the parish.

F23/0071

CORRESPONDENCE

All information received is shared with Members as soon as possible.

a) **Information from SALC**

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

b) **Planning And Development Training and Information Sessions**

Members are all invited to join the online sessions which are at 6pm on a number of dates in the next two weeks. Members will confirm to the Clerk when they have attended in order that it is recognized and recording in our Training Policy and Register.

c) **Police & Crime Commissioner – Parish & Town Council Survey 2023**

Members took time to answer all the questions, some were not straight-forward and further information will be added to the form before submitting it in order to explain the thoughts of the Parish Council.

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- d) TW Parish & Town Council Conference
This will take place at Oakengates Theatre on 4th October 2023 from 9am until 4.30pm.
Booking will be via the Clerk through Eventbrite.

F23/0072

PLANNING

a) Reports

None

b) New Applications

TWC/2023/0419 129 Dunsheath, Hollinswood
Change of Use from public open space to garden land and erection of a 1.84m high fence

RESOLVED that the Parish Council objects to this application. Members are keen to retain and protect open and green spaces in the Parish and therefore cannot support the enclosure of public land. It is also understood that the area is the means of escape for neighbours should there be an emergency situation.

TWC/2023/0492 1 Fairburn Road, Randlay
Erection of a single storey rear extension and first floor side extension

RESOLVED that the Parish Council would have no objections to the proposal.

F23/0073

WEST MERCIA POLICE REPORT

PCSO Wayne Turley attended and gave a report and answered questions at the start of the meeting within the public session.
There are continued problems with off-road bikes, but the number of reports has reduced. Hollinswood & Randlay still have low crime rates. A recent report regarding possible drug trading at Randlay Local Centre is under investigation.
It has been a great benefit to the Safer Neighbourhood Team to have the CCTV monitors situated in Malinsgate Police Station.
It is vitally important that all incidents are reported via 101 or emailed in so that the Team have access to up to date statistics and details of possible crimes.

F23/0074

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Councillor Turley, Chairman of FoHRV, updated Members on the work in Randlay Valley. Some of the wood from the recent tree works has now been removed and it is anticipated that the remainder will also be removed in the near future. A number of organized walks are taking place within the Valley and visitors are very impressed with the site.
Further consideration is being given to the use of a ride-on mower to create meandering paths in the meadows. The wildflower areas are particularly impressive and well worth a visit.
There is an additional volunteer morning on 22nd July from Hollinswood Pavilion at 10am and the Scouts will be attending.

F23/0075

CHAIRMAN'S REPORT

a) Correspondence

Boundary Review Committee

A briefing had taken place to introduce the possibility of a Boundary Review for all PTCs which is being discussed by TW on 20th July. A copy of the presentation has been circulated

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to Members. The process is likely to take around 12 months to complete and any changes will be in place for the next elections in 2027.
Discussions with local residents and neighbouring Parish Councils will be part of the process.

b) Chairman's Charity & Events

Members considered a Hollinswood & Randlay Talent event – details will be promoted to gauge support before making a decision. The Chairman is also considering a table top / car boot sale, as part of the work of the Climate Change Group and a Christmas Card Competition.

F23/0076

CLERK'S REPORT

a) Crucial Crew

The Parish Council has, once again, supported this initiative and staff had attended on three days to act as stewards for the event which had been much appreciated by the organisers.

b) TW ASB Event

TW organized an ASB event on 3rd July at Hollinswood. The police were in attendance. It was not well attended and it was agreed that more earlier publicity was needed.

COUNCILLOR'S REPORT

The recent 'Meet Your Councillors' Day took place on 15th July at both Hollinswood and Randlay. The following matters were raised:

- Lights on the crossing on Randlay Avenue near to the shops are slow and need maintenance
- Fly Tipping remains a problem at the bin area in Boulton Grange
- Bin men not taking 'extra side waste'
- Tabletop speed pad in Randlay Avenue – temporary repair completed, it is to be re-constructed.
- A second similar pad was requested for near to the shops
- Car repairs still taking place in Boulton Grange, parked cars cause congestion and there are concerns that emergency vehicles could not get through if needed
- Grass Cutting around the Hollinswood Flats
- Fallen tree near Downton Court

PLANNING AND DEVELOPMENT SESSIONS

Members are encouraged to attend as many of the sessions as possible and to inform the Clerk so that they can be recorded in the Training Register.

F23/0077

MATTERS FROM TELFORD & WREKIN COUNCIL

None

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F23/0078 PARISH MATTERS

The following matters will be actioned or reported as necessary:

- a) Litter bin removed from the Valley – by Idverde – enquire if it is to be replaced
- b) Inappropriate parking on green spaces at Dudmaston

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

F23/0079 MEETING SCHEDULE

4 th September 2023	7pm	HR	HNC
	7.30pm	YPP	HNC
18 th September 2023	7.30pm	Full Council	HNC
25 th September 2023	7pm	Staff Presentation to Members	HNC
30 th September 2023	10am	Strategy Day	Pavilion

There being no further business, the Chairman closed the meeting at 8.40pm, thanking members for their important contributions to the meeting.

SignedDate.....