
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 18th December 2023** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors

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

In Attendance:

- K Baker (Clerk)
- G Johnson

F23/0132 WELCOME

The Chairman welcomed everyone to the last meeting of the year and thanked them for attending and for the work throughout 2023.

PUBLIC SESSION

None

F23/0133 APOLOGIES & APPROVAL

None

Stuart and Liam had sent their apologies, due to holidays and other commitments.

F23/0134 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Cranfield	FoHRV, FoTTP
Creed	FoHRV, FoTTP, SBPC
Farrar	Wizards, Randlay Allotments
Johnson	HPS, Wizards, FoHRV, HR Committee
Prescott	TWC, RPS, FoHRV
Snell	RTITB
Turley	FoHRV, TWC, SBPC, GDTC, FoTTP
Unwin H	FoHRV, Randlay Primary School
Unwin S	FoHRV, Randlay Primary School, TWC
Vaughan-Hodkinson	FoHRV, 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.

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F23/0135 VACANCIES ON THE PARISH COUNCIL

There have been no applications for either of the two vacancies, however a local enquiry has been received which may result in an application. This will appear on the January Agenda.

F23/0136 MINUTES OF THE MEETING HELD ON 20th NOVEMBER 2023

It was proposed by Councillor Snell and seconded by Councillor Prescott that the Minutes of the meeting held on 20th November 2023 be signed as a true record.
With 1 abstention, all were in favour and thus it was

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

F23/0137 MATTERS ARISING, for information

None

F23/0138 FINANCE & GOVERNANCE

a) Financial Reports

- i) Councillor Snell presented the Minutes of the meeting held on 27th November, for information.
There were no recommendations
- ii) The current accounts total £195,730 at the end of November with £100,000 invested with CCLA.
- iii) All payments over £500 will appear on the website, in accordance with the Transparency Code.
- iv) The VAT (£1471.62) had been reclaimed for November.

b) Grant Applications

T & W Interfaith Council

Further information had been received following the questions asked by Members regarding this application. The bank statement shows a healthy balance and confirmation that a significant grant had been received from TWC. It was proposed by Councillor Snell, seconded by Councillor Cranfield and all were in favour and thus it was

RESOLVED that the Parish Council has limited funds for community grants and that the small amount available will be reserved for more local requests, at this time.

c) Risk Management

There have been no incidents or near misses. The Risk Management Plan is current and requires no updates at this time.

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.
It was confirmed that staff donate any 'thank you' gifts to the Council's fund-raising events.

F23/0139 YOUTH PROVISION PARTNERSHIP

a) Report

Councillor S Unwin presented the Minutes of the meeting held on 27th November, for information.

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There were no recommendations.

F23/0140 ASSET & PROPERTY COMMITTEE

a) Report

Councillor H Unwin presented the Minutes of the meeting held on 4th December for information.

The LED lights have been fitted above the stairs at Hollinswood Neighbourhood Centre.

The Chairman and Vice Chairman had authorised that the order be placed to repair the lift at Hollinswood Neighbourhood Centre, under emergency powers, at a cost of £803.76.

b) Recommendations

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

RESOLVED that £3100 be added to the Pavilion Budget for consideration of CCTV in the future.

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

RESOLVED that a wall mounted noticeboard be purchased for the allotments.

Councillor Farrar declared an interest and left the meeting

- iii) It was proposed by Councillor H Unwin, seconded by Councillor Johnson, all were in favour and thus it was

RESOLVED that the allotment fees be increased for 2024. Taking into account the increased costs of the water and other associated costs, a larger plot will cost £56 per annum and a smaller plot £30.00. Subsidies will be available for Parish residents who meet the criteria.

F23/0141 CLIMATE CHANGE WORKING GROUP

a) Report

Councillor Vaughan-Hodkinson presented the Minutes of the meeting held on 4th December 2023, for information.

There were no recommendations.

An informal roof and tree survey will be undertaken at the Pavilion, prior to further consideration of the installation of solar panels in the future.

F23/0142 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.

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F23/0143

PLANNING

a) Reports

Nones.

b) New Applications

TWC/2023/0912

68 Dallamoor

First Floor Extension

RESOLVED that the Parish Council has no objections to the proposals.

c) Other Planning Matters

TW Draft Local Plan Consultation

The consultation period had been extended to the end of January 2024. This will be added to the January Agenda for consideration by Members and local residents will be encouraged to attend to share their thoughts in the public session.

Members were asked to look at the draft document (available on the TW website) and to offer views to the Clerk by 8th January.

RCC – Pre-application for the solar panels

The pre-application has been submitted. Councillor Turley confirmed that he had been consulted as part of the process.

F23/0144

WEST MERCIA POLICE REPORT

There had been no report for the meeting. However, two meetings had taken place with PC Baggot and a walkabout is to be arranged in January.

Members recorded their thanks to PCSO Phil Roberts who is leaving the Force at the end of December.

F23/0145

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Projects

Liam, Environmental Officer, had circulated a report which updated Members on recent work. Thanks were recorded to TWC for the work to remove the fallen trees from The Bridlepath.

Events

Councillor Turley reported that the Christmas Trail is in the Valley and encouraged families to send in the 'word' when identified from the posters.

There will be a wellbeing walk on 27th December and the Parish Council's Winter Walk will be on 28th December at 10am starting at Hollinswood Pavilion.

F23/0146

CHAIRMAN'S REPORT

The Christmas events have been very successful and thanks were extended to all Members and Staff for their help and support.

A letter of thanks was presented to Glyn Johnson – his support at the Randlay Christmas Fayre was very much appreciated.

The calendars have been well received with many favourable comments. Thanks were extended to Stuart for his work to prepare the document for printing.

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Chairman's Charity & Events

The balance to date is £2313.83 including the £887.37 raised at the various Christmas events. A further donation was received, in lieu of the Chairman sending Christmas Cards.

A bingo night will take place on 16th February 2024 at Hollinswood Neighbourhood Centre. Members are asked to sell 6 tickets to the event. Councillor H Unwin agreed to act as the caller. Guests can bring their own food and drinks.

The Chairman continues to raise funds for bleed kits and to expand the footpath art project.

It was also agreed that first aid training, including defibrillators, will be considered in the New Year.

F23/0147

CLERK'S REPORT

- a) The Pavilion
Work will be required on the roof in the New Year.
- b) Hollinswood Garages
The project to repaint the garage doors is programmed for the Spring. WHG has provided the paint and help will be available from the Probation Service.
- c) Graffiti Art
TWC is assisting, through Safer Stronger Communities, to clean and paint the underpass and the bus shelter near to the allotments. The artist will be working with young people to agree designs.
- d) Thermmark Trail
The Chairman's order has been placed and (weather permitting) will be installed by the end of January.

COUNCILLOR REPORTS

None

F23/0148

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Turley reported that he had recently attended a Scrutiny Assembly and the QC will be attending to review the recommendations from the CSE Enquiry early next year. There had also been a presentation on the Hospital Transformation Programme.

F23/0149

PARISH MATTERS

The following matters will be actioned or reported as necessary:

- a) Parking in Abbey Fields
- b) Various matters relating to the kitchens at the parish community buildings
- c) Blocked drains near Mo's Underpass
- d) Overhanging branches – near Long Meadow
- e) Car park lighting at Boulton Grange
- f) Path flooded at the back of Deepdale
- g) Poor footway lighting – Dunstone to Danesford
- h) Overgrown tree, rear of 10 Dunstone
- i) Memorial plaque, Randlay bench
- j) Lighting in bus stops
- k) Randlay car park flooding

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- l) Consider the use of Instagram

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

F23/0150

MEETING SCHEDULE

15 th January 2024	7.00pm 8.00pm	Finance & Audit Events	Council Chamber Council Chamber
22 nd January 2024	7.30pm	Full Council	HNC

There being no further business, the Chairman closed the meeting at 8.10pm, thanking members for their important contributions to a successful meeting.
Light refreshments were available.

SignedDate.....

These Minutes will remain DRAFT (E & O A) until confirmation at Full Council on 22nd January 2024