
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 20th February 2023** at **Hollinswood Neighbourhood Centre at 7.30pm.**

PRESENT: Councillors S Unwin (Chairman)
S Snell
J Johnson
C Turley

In Attendance: K Baker (Clerk)
G Johnson

F23/3219 WELCOME

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

PUBLIC SESSION

None

F23/3220 APOLOGIES & APPROVAL

Councillor V Holt	Leave of Absence
Councillor Ricketts	Work Commitments
Councillor Creed	Holiday
Councillor Vaughan-Hodkinson	Holiday
Councillor Sinclair	Health
Councillor H Unwin	Work Commitments
Councillor Wust	Health

It was proposed by Councillor Johnson, seconded by Councillor Turley, all were in favour and the apologies were accepted.

F23/3221 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

As per the register. A copy of the register is available on request and appears on the website.

F23/3222 MINUTES OF THE MEETING HELD ON 23rd JANUARY 2023

It was proposed by Councillor Turley and seconded by Councillor Snell that the Minutes of the meeting held on 23rd January 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.

F23/3223 MATTERS ARISING, for information

a) Street Light Audit

TWC has acknowledge the report and said that the faulty lights have been reported to the contractor and the overgrown shrubs and trees will be dealt with by Idverde.

b) Halesfield / Stafford Park Noise

This continues to be monitored and may be from a nearby building site.

c) Deepdale Planting

This will be completed this week.

d) Damage to paths and verges, Boulton Grange Area

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This should be rectified on completion of the footpath project.

e) Grit Bin, Dodmoor Grange

This will continue to be monitored as the area does not meet the TWC criteria to provide a grit bin.

f) Blocked Drains, Underpass from Randlay

No work has been undertaken as yet, a reminder has been sent.

g) Excessive Leaves

The Parish Council has targeted the Larkspur Drive and Fisherman's Walk areas.

h) Unsafe Parking

Areas of Dinchope Drive, Dunsheath and Dallamoor have been reported. Advisory notices have been provided to vehicles causing visibility obstructions where there are no enforceable TROs. The CAT team and police are monitoring the areas of concern.

F23/3224

FINANCE & GOVERNANCE

a) Financial Reports

A financial report had been circulated for the end of January 2023, which showed a Current Account balance of £171,852.78.

b) Risk Management

The risk management plan is monitored regularly by the staff team and Finance & Audit Committee.

There had been three minor accidents at Randlay Community Centre.

Holiday Club – the Parish Council will discuss with the staff steps taken to avoid a reoccurrence.

Silhouette Dance – the Parish Council will enquire as to what steps are taken to avoid similar accidents?

c) Insurance

The renewal documents have been received and checked to ensure that the Parish Council has adequate and appropriate cover for all assets and activities. This is year two of a three-year agreement and the total cost will be £3136.26.

F23/3225

HUMAN RESOURCES COMMITTEE

a) Minutes of the meeting held on 30TH January 2023

Councillor Snell presented the Minutes of the meeting held on 30th January for information.

b) Recommendation

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

<p>RESOLVED that any staff who have not been able to take all holiday entitlement before the end of March may opt to carry forward up to five days into 2023/24, however these must be taken before the end of May.</p>

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F23/3226

EVENTS COMMITTEE

a) Minutes of the meeting held on 30th January 2023

Councillor Johnson presented the Minutes of the meeting held on 30th January, for information.

b) Events

Councillor Johnson updated Members on the upcoming events.

Pancake Racing with the Chairman – Tuesday, 21st February from 2pm – everyone welcome to this free event

Litter Picks with the Chairman – Friday, 24th February, 10am at Hollinswood Local Centre and 12 noon at Randlay Local Centre – everyone welcome

Chairman's Charity Gymathon – 4th March dawn until dusk – details of the fund-raising and QR code will be circulated

Green Day – 18th March, from 10am until 1pm at Randlay Allotments alongside the Meet Your Councillors Day – more information will be available from Councillor Vaughan-Hodkinson

St George's Day Bingo, with fish and chip supper, at Hollinswood Neighbourhood Centre at 6.30pm. Ticket prices to be set, depending on the cost of the food.

F23/3227

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) Climate Change Guidance and Development SPD

Councillor Vaughan-Hodkinson will be responding to the consultation and as Chairman of the CC working group will represent the views of the Parish Council.

c) BBC Radio Shropshire – Make A Difference Awards

The Chairman has made a nomination

d) WAC Minutes – circulated for information

e) Great British Spring Clean – this will added to the FoHRV AGM agenda for discussion

F23/3228

PLANNING

a) Reports

None

b) New Applications

TWC/2023/0079

Unit 3, Stafford Park 26

Rear Extension with mezzanine floor and concrete yard

RESOLVED to support this application.

F23/3229

WEST MERCIA POLICE REPORT

No report had been received specifically for this meeting. However, we continue to work closely with the Safer Neighbourhood Team on local matters.

Whilst it is not possible to include details of individual matters, Members were assured of work continuing on areas of concern in the Parish.

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F23/3230 FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Councillor Turley, Chairman of FoHRV, updated members on the numerous projects taking place within Randlay Valley.

Thanks were extended to TWC for the current works within the Valley to deal with the Ash Die Back project and path creation / reinstatement. The overall project is progressing well and all visitors will note the improvements in the Summer.

Access to the Town Park is now available.

The next volunteer day is scheduled for 7th March 2023.

A Walk for Health ramble is to take place on Wednesday, 22nd January 2023 – everyone welcome.

F23/3231 CHAIRMAN'S REPORT

a) Correspondence and Events

The Chairman passed on appreciation to the Parish Council and staff for local support offered to residents in recent weeks.

The litter picks will take place on Friday, 10am at Hollinswood and 12 noon at Randlay Local Centres.

b) Chairman's Charity

Members are invited to support the pancake race, on February 21st at Hollinswood, and to take part and support the Gymathon on March 4th.

F23/3232 CLERK'S REPORT

a) Grit Bins and Routes

TWC is not in a position to provide grit bins for Stafford Park, however, it is covered as a regular bus route.

b) Coronation Coins

Thanks were recorded to Members who had supported the design options and the coins are now on order and will be distributed for the Coronation on 6th May 2023.

c) Randlay Community Centre

Discussions and considerations are taking place regarding the cleaning regime at Randlay Community Centre. Thanks were extended to Members and Staff for their input – this will appear on the next Asset & Property Agenda.

F23/3233 MATTERS FROM TELFORD & WREKIN COUNCIL

A recent walkabout with TWC officers has resulted in additional work to landscape maintenance around the Parish.

F23/3234 PARISH MATTERS

The following matters will be actioned or reported as necessary:

- a) Overgrown hedges and shrubs
- b) Changes to Viv-Up administration
- c) Maintenance of the landscaped areas in Deercote and around the flats

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

F23/3235 MEETING SCHEDULE

27 th February 2023	7pm 8pm	Asset & Property Finance & Audit	Council Chamber
20 th March 2023	7.30pm	Full Council	

There being no further business, the Chairman closed the meeting at 8.00pm, thanking members for their important contributions to the meeting.

SignedDate.....

These minutes remain Draft until confirmed at the next meeting of the Parish Council to be held in March 2023.