
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 13th July 2026** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

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

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

F26/051

WELCOME

The Chairman welcomed everyone to the meeting. It was appreciated that Members had agreed to change the date of the meeting.

TELFORD & WREKIN COUNCIL

Councillor Page updated members on her work since the last meeting. Concerns regarding crime levels on the Pavilion Car Park have been passed to the PCSO and TWC for monitoring. The recent underpass project has been very successful and will be used as an example for others in The Nedge Ward.

Councillor Page is very busy with her Mayoral engagements, too. 15 events had been attended since the last meeting.

WEST MERCIA POLICE

No-one was available to attend the meeting and no report had been received.

Public Session

None

F26/052

APOLOGIES & APPROVAL

Councillor Krajewski	Health
Councillor Snell	Received after the meeting

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

RESOLVED that the apologies be accepted.

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F26/053 DECLARATIONS OF INTEREST OR DISPENSATIONS, regarding matters on the Agenda

Councillor	Interests
Cranfield	FoHRV
Creed	FoHRV, 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
Salifu	Chosen Generation, RPS
Snell	RTITB, FoHRV
Tyrrell	
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.

F26/054 MINUTES OF THE MEETING HELD ON 15th JUNE 2026

The draft minutes had been circulated. It was proposed by Councillor Tyrrell, seconded by Councillor Cranfield, all were in favour and thus it was

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

F26/055 MATTERS ARISING, for information

Downmead Underpass

Further to the report from Councillor Page, the parish council has been working with WMP, Fire & Rescue and various departments of TWC to improve the area around the underpass to encourage proper use of the area. The parish had provided temporary use of our mobile CCTV.

Encampment

The site has been cleared adjacent to RVCP.

Signs regarding trolleys

The signs are in place, provided by Telford Centre. However, they are small and may need to be increased in size to be more effective.

Pedestrian Crossing Light Timers

Further adjustment may be needed – this will be reported again. Also, the pedestrian button does not always work to bring the lights to red.

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FINANCE & GOVERNANCE

a) Minutes

Councillor H Unwin presented the Minutes of the meeting held on 6th July 2026, for information. He brought two matters to the attention of the Parish Council - the Intermediate Audit Review and the outcome of the VOA challenge, both are included in the F & A Minutes.

b) Recommendations

None

F26/057

EVENTS COMMITTEE

a) Minutes

Councillor Johnson presented the Minutes of the meeting held on 6th July 2026, for information

b) Games Days

6th August – Hollinswood Green, Downmead – 3pm until 5pm.

Inflatables

Ice Cream van

Garden Games

13th August – Randlay Village Green – 3pm until 6pm

Table Football Plus with a quiz and medals

Inflatables

Ice Cream Van

Refreshments from the Pizza Bike

We will also be trialing a handwash station – this has been identified as necessary for outdoor events

F26/058

CORRESPONDENCE

All general correspondence received has been forwarded to Members, for information, throughout the month. There had been no requests for items to be added to the agenda.

a) Information from SALC

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

b) Opening of the Ampitheatre

Details of the events programme over the summer have been circulated. An invitation is expected for members to attend the launch event – to follow

c) TW Traffic & Road Safety Annual Update

This will be circulated to Members. Some of the projects included have not been put forward by the Parish Council and members may wish to comment.

F26/059

PLANNING

a) Reports

None

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b) New Applications for consideration

TWC/2026/0474 23 Deercote, Hollinswood

Change of Use (Class C3) to children's care home for up to two children (Class C2)

Members fully support the need for suitable properties to be used for such provision. However, thought should be given to the staff and visitors to such establishments and the need for adequate and suitable parking. Whilst the application states that there are currently 3 parking spaces, this was questioned. Members discussed the possible number of vehicles, especially at a time of shift changes and are aware of other visitors to such an establishment.

Consequently, Members questioned if this was a suitable location for a Class C3 residential home.

c) Other Planning Matters

TW Local Plan

Members agreed that the Parish Council would not submit a response to this consultation.

F26/060

CLERK'S REPORT

a) Dunsheath / Downemead Underpass

The work undertaken by the partnership has made a significant difference to the area around the underpass – visibility is good and the camera has been installed. It is hoped that a bin can be provided at the location.

b) Fly Tip Pilot project

This project is seeing a distinct improvement in the area around the Hollinswood Flats. From 18 reports, 13 fly tips have been cleared by the landowners / agents with small items collected by the Parish Council. There have been no requirements to go to the Recycling Centre. The scheme is running on a 14 day enforcement letter, which is proving to be effective. Thanks are extended to Glyn and Liam.

c) EV Charging Infrastructure Project

This is moving closer with the initial installation works taking place on 20th July on the car park area to the rear of Hollinswood Shops.

d) The Pavilion – Exporting electricity

The parish council will be exporting to the grid from 15th July – the delay has been due to meter issues.

e) Activity For All

At the end of the initial project sessions, some funding remained available and additional sessions have been booked for the three most popular activities. The celebration event

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will take place on 19th September, at The Pavilion, hosted by SNAC and will see activities and refreshments available to all.

f) Randlay Community Centre Shutters

The installation of the main entrance shutters is now complete and keys have been provided to relevant staff and one included in the Grab Bag, for emergency use.

g) Hollinswood Neighbourhood Centre Drains

Unfortunately, a problem remains with the flow from the ground floor toilets. The work to remove the trees / roots will be needed in the near future. The most recent issue had damaged the WC.

COUNCILLORS REPORT

Councillor Tyrrell reported that the delays in collecting domestic and litter bin waste has been a result of the changes necessary due to the hot weather. Councillor Page confirmed that the 'green bin' teams had been directed to assist with household waste collections, but it is hoped that the schedules will return to normal very soon.

F26/061

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Liam updated Members of recent work and projects:

- a) The slope from the S Path is nearing completion
- b) Volunteer mornings had been postponed due to the hot weather
- c) Shropshire Wildlife are organizing events in the Valley in the Summer
- d) A work plan is in place for the next 2 – 3 weeks, when the weather cools to enable work on some of the blocked routes through the Valley
- e) Notices are needed asking people not to have fires or BBQs in the hot weather – as there is a fire risk
- f) Dr Jenny Joy is visiting the Valley tomorrow to undertake an initial visit to look for butterflies.

F26/062

PARISH MATTERS

The following matters will be actioned or reported as necessary

- Overgrown hedges – Arundel to Whitworth
- Increase litter bin emptying from one to two times per week, on more bins
- Diverted traffic damaging trees and causing road safety concerns as they driver in the middle of the roads.
- E-scooters – ridden without care

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

F26/063

MEETING SCHEDULE

7th September 2026	7pm	YPP	Council Chamber
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7.30pm A & Property Council Chamber

12th September 2026 10am Strategy Day Council Chamber

21st September 2026 7.30pm Full Council HNC

There being no further business, the Chairman closed the meeting at 8.15pm, thanking members for their important contributions to the meeting.

SignedDate.....

These Minutes will remain DRAFT (E & O A) until confirmation at Full Council on 21st September 2026.