
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 16th March 2026** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors S Unwin (Chairman) P Krajewski
C Prescott J Creed
S Snell P Farrar
P Cranfield J Johnson
S Vaughan-Hodkinson

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

F26/165

WELCOME

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

PUBLIC SESSION

None

WEST MERCIA POLICE

Apologies had been received as no one was available to attend the meeting. However, no report had been received for the meeting.

F26/166

APOLOGIES & APPROVAL

Cllr Salifu	Leave of Absence
Cllr H Unwin	Health
Cllr R Tyrrell	Health

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

RESOLVED that these apologies be accepted.

Members recorded their congratulations to Councillor Salifu and her family on the recent birth of her son.

F26/167

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

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	Working Groups
Johnson	HPS, TWC, FoHRV, HR Committee, Wizards
Krajewski	HPS, Hollinswood PPG, Randlay Colts
Prescott	Randlay Primary School, TWC, FoHRV
Snell	RTITB, FoHRV
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.

F26/168

MINUTES OF THE MEETING HELD ON 16th FEBRUARY 2026

It was proposed by Councillor Vaughan-Hodkinson and seconded by Councillor Prescott that the Minutes of the meeting held on 16th February 2026 be signed as a true record, with two abstentions, all were in favour and thus it was

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

F26/169

MATTERS ARISING, for information

Deercote, Hollinswood

The Parish Council continues to work with TWC, Homewise, Landlords and Street Champions to keep the areas, particularly those around the Flats, tidy and clear of litter and fly-tips. This has not been an easy task, but we remain grateful to everyone for their help.

Friday Night at The Pavilion

There had been a meeting with Funzone and the sports coaches and an agreement is in place to continue throughout April whilst consideration is given to continuing the provision through 2026/27.

Grant funding opportunities are also being investigated and an initial £2000 has been made available by Safer Stronger Communities.

Funzone is organizing a party on 27th March as their last session.

Motor Polonia

It is disappointing that the organisation has not received communication from TWC regarding its request to use the Hollinswood site for the event in June.

Grit Bins

The parish council is awaiting details from TWC as to where they are installing the new grit bins. Until this information is available, the parish council cannot consider the pending requests.

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FINANCE & GOVERNANCE

a) Minutes of the Meeting held on 23rd February 2026

Councillor S Unwin presented the minutes, for information

i) Recommendation

There was one recommendation

It was proposed by Councillor S Unwin, seconded by Councillor Prescott, with two abstentions all were in favour and thus it was

RESOLVED that a grant of £200 be allocated to Boys Brigade and Girls Association based at Meeting Point House.

ii) IT Policy

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

RESOLVED that the IT Policy, as circulated, be adopted.

iii) Financial Reports

The bank reconciliation had been circulated to all Members for the period ending 28th February 2026. This included a full list of income and expenditure for the period. The balance is currently £156,907.

The VAT for February was £1473.53 and had been reclaimed and received into the bank.

Governance

b) Accidents or Near Misses

There have been none reported.

c) Gifts & Hospitality

Members were reminded of the need to declare any gifts or hospitality offered or received when valued in excess of £25.00.

F26/171

CLIMATE CHANGE COMMITTEE

Councillor P Farrar, Chairman, informed members of initiatives that the Parish Council will be supporting and promoting. Wednesday Wizards has taken part in the Plastic Count and undertook a litter pick in Duffryn. At the next meeting, they will separate the waste and count the plastics, the number will then be submitted to TWC. They are also taking part in the Plastic Free event in July.

F26/172

ASSET & PROPERTY COMMITTEE

a) Minutes of the meeting held on 23rd February 2026

Councillor Cranfield presented the Minutes of the meeting, for information

b) Recommendation

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There was one recommendation. It was proposed by Councillor Cranfield, seconded by Councillor Vaughan-Hodgkinson, there was one abstention and all were in favour and thus it was

RESOLVED that the contract be awarded for the repairs and maintenance to the Pavilion Car Park Steps at a cost not to exceed £1500.00

F26/173

HUMAN RESOURCES COMMITTEE

a) Minutes of the meeting held on 2nd March 2026

Councillor Snell presented the Minutes of the meeting, for information. There were no recommendations.

F26/174

EVENTS COMMITTEE

a) Minutes of the meeting held on 2nd March 2026

Councillor Johnson presented the Minutes of the meeting, for information. There were no recommendations

b) Updates for Summer Fayre

The parish council has accepted a kind offer of Mickey Mouse and Pepper Pig to attend the event.

Arrangements are in place to host gaming stations as part of the activities for young people at the event.

A full list of activities and entertainment is available and have been included on the new posters.

F26/175

CHAIRMAN'S COMMUNICATIONS

Chairman's Charity

Following the recent bingo event, the total is now £3246.16 – for the Lingen Davies Sunflower Appeal and a further £5 donation has been received tonight.

Quiz & Cake Night

This event will take place at Randlay Community Centre on 26th March. £4 per person with teams of 4 – 6 people welcome. The event will be at 6pm for 6.30pm.

F26/176

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.

F26/177

PLANNING

a) Reports

None

b) New Applications for consideration

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None

c) Other Planning Matters

F26/178

CLERK'S REPORT

a) Parking Enforcement Update

The enforcement team have been actively promoting and policing the Hollinswood Local Centre and throughout the day there has been a noticeable improvement. Further work is required at school times.

Southwood Hub has been affected in that there are rarely any spaces available for parents / carers when bringing or collecting clients.

A meeting with TWC and the Hub took place and it has been agreed that as part of the new traffic regulation order, a 3 hour parking limit will be introduced. This will deter staff for local businesses from using spaces for long periods throughout the day.

Alternative parking will be available around the local center and at the Pavilion Car Park.

b) Activity For All

The TWC project, supported by SNAC, starts in April. 10 sessions are available for adults aged 18 + and will enabled a wide range of activities to be available at difference locations across the Borough.

Please refer to their website for further information and how to book.

Thanks were extended to Glyn, who is managing the bookings on behalf of SNAC.

c) Parent Catch Up

Hollinswood Primary School organized an event in school for parents – the Parish Council provided a display to promote the work of the parish council.

d) Monthly Discos

The next event is at Randlay on 20th March for young people aged 6 – 16. Entry is £3.00.

The events are supported by local parents. The April event will be back at Hollinswood and then there will be a break until September.

e) Allotments

Glyn is working with the tenants to improve the site and to offer support to those who need additional help. Vacant plots have been offered to those on the waiting list. A number of starter plots have been created to enable more local residents to 'have-a-go'.

f) Nova Training Work Experience

We have been pleased to welcome Josh, who joins the team on a Tuesday. Following an initial induction period, Josh will be with us until the end of Term. He is a very pleasant young person, his time-keeping is excellent and he works hard.

g) Citizens Advice – Outreach

The recent drop-in sessions have not been well attended and CAB has agreed to revert back to appointments. In the meantime, our staff will be trained to be able to respond to initial enquiries and signpost to relevant colleagues for help.

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h) Litter Picks

Friends of Hollinswood & Randlay Valley are taking part in British Spring Clean on 28th March, 12 noon until 2pm. There is a community litter pick at Hollinswood on 23rd May and the Randlay Blitz will take place on 27th May from 10am. Local residents and organisations are invited to join the staff and councillors.

i) Hollinswood Primary School – Walking Bus

This scheme will commence on Monday, 23rd March from the Pavilion Car Park.

COUNCILLORS REPORT

None

F26/179

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Page reported on her work in the Parish since the last meeting which has included Ward Walks. Surgeries, TWC Full Council and Committee meetings, Seminar on NPPF revisions, case work – including fly tipping, dropped kerbs, no parking restrictions and a disabled bay.

F26/180

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

The Environmental Officer reported on the work of Friends of Hollinswood & Randlay Valley and updated Members on the very useful walkabout with TWC officers today. Councillor Cranfield also attended.

It was good to identify areas for improvement in the Valley but keeping in mind the Management Plan objectives.

A work programme will be completed and circulated early in April to give the FoHRV an indication of projects to be completed.

Members of FoHRV attended the recent TGSP meeting. Information was available about the Butterfly Count. An event is to take place on 17th March with a presentation from Dr Jenny Joy to learn how to be involved and a demonstration on how to use the APP to record the species and numbers in our vicinity.

The Great British Spring Clean event is on 28th March from 12 noon until 2pm, followed by refreshments in the Valley.

An Easter Egg Hunt has been arranged for 8th April between 1pm and 3pm – meet at The Pavilion. Families are asked to pre-book places.

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PARISH MATTERS

The following matters will be actioned or reported as necessary

- Parish Council sponsored roundabout – near to The Holiday Inn – investigate planting regime and possible sculpture

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- The parish is looking beautiful with lots of Spring colour from the daffodils and crocus.
- Reference Daddlebrook – there are no plans for no parking lines to be installed at this time.

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

F26/182

MEETING SCHEDULE

21st March 2026	10am onwards	Meet Your Councillors at both centres	
20th April 2026	7pm	Annual Parish Meeting	Randlay Community Centre
	8pm	Full Council	
27th April 2026	7pm	Asset & Property Committee	Council Chamber
	8pm	Finance & Audit Committee	
18th May 2026	7pm	Annual Council Meeting	Hollinswood N Centre
	7.30pm	Full Council	

There being no further business, the Chairman closed the meeting at 8.20pm, thanking members for their important contributions to the meeting.

SignedDate.....

These Minutes will remain DRAFT (E & O A) until confirmation at Full Council on 16th March 2026.