Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 19th October 2026** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT:	Councillors	S Unwin (Chairman)	H Unwin
		J Creed	P Farrar
		S Snell	R Tyrrell
		J Johnson	S Vaughan-Hodkinson
		C Prescott	P Cranfield
In Attendance:		K Baker (Clerk)	
		S Fisher	
		L Seabury	
		Councillor N Page (TWC)	
		David Tooley (Press Officer via Teams)	

F26/097 **WELCOME**

The Chairman welcomed everyone to the meeting.

PUBLIC SESSION

None

TELFORD & WREKIN COUNCIL

Councillor Page updated Members of the number of surgeries she had arranged in our Parish and also confirmed that the Friday Drop-In Focus Group would be continuing in the New Year.

When asked about the lights in the Town Park, from Fisherman's Walk, Councillor England, Member for The Nedge, is following up the query with officers. We had previously been informed that they would be repaired at the time of the completion of the Amphitheatre Project.

WEST MERCIA POLICE

No report had been received.

The Clerk continues to meet with representatives of the Nedge SNT on a regular basis and current matters are often discussed.

F26/098 **APOLOGIES & APPROVAL**

Councillor Rev Salifu Family Commitments

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

RESOLVED that the apologies be accepted.

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

F26/099 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	FoHRV, Chit Chat Club
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.

F26/100 MINUTES OF THE MEETING HELD ON 19th OCTOBER 2026

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

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

F26/101 MATTERS ARISING, for information

All matters are included on the Agenda.

F26/102 FINANCE & GOVERNANCE

a) Reports

Councillor H Unwin presented the Minutes of the meeting held on 26th October 2026, for information.

b) Recommendations

Councillor H Unwin gave a brief report of the Parish Strategy process which commences with public consultation and thanked all Members for their important contributions. He then proposed that the draft Strategy, which had been circulated to all Members, be adopted for 2027/28. This was seconded by Councillor Vaughan-Hodkinson, all were in favour and thus it was

RESOLVED that the Parish Strategy and Five-year Action Plan (2027-2032) be adopted and will appear on the website.

The Strategy will be used in the production of draft budget which will be considered by the Finance & Audit Committee at its next meeting.

c) Financial Reports

The bank reconciliation for the end of October had been circulated to all Members. This shows a balance of just over £315,000 which includes the CCLA investment. The Clerk reported that this is healthy position for this time of year.
A full list of all income and expenditure had been circulated for information.

d) Risk Management

The clerk reported that one staff member is currently off work following an accident at The Pavilion. A Dr sicknote has been provided for two weeks.
The location, and CCTV, was checked and no trip hazard was evident – the staff will continue to ensure that the area is clear on all paths and access points.
Members wished to send their best wishes, for a speedy recovery.

e) Gifts & Hospitality

None

F26/103 CHAIRMAN'S REPORTS

a) Chairman's Charity

The balance is currently £975.69.
Unfortunately, the disco planned for 21st November, has had to be postponed.

b) Remembrance

The service at Telford Town Park on 8th November was well attended. Thanks were extended to everyone who attended and particularly those who took part in the service. Thanks were extended to Hummingbird Café which had provided light refreshments before and after the service.

c) Thank You

A local resident had asked that thanks be passed to Glyn and Liam for their compassion and thoughtfulness recently. This had been much appreciated.

F26/104 CLIMATE CHANGE WORKING GROUP

a) **Report**

Councillor Farrar presented the minutes of the meeting held on 26th October 2027 for information.

b) **Removal of Gas from community buildings**

Awaiting the engineer's visit

c) **Battery Storage at Randlay Community Centre**
The company has now visited the site and identified the most suitable location which will be within the large store cupboard off Hall 2. This will provide sufficient space for the batteries and ancillary items. A fixing bar will be installed for safety.
Ventilation Options will be considered following installation to provide adequate air circulation.
It is hoped that the installation of the batteries will be completed before Christmas with the ventilation being completed early in the New Year.
The project will be completed within the budget allocated.

d) **Warm Space**
Councillor Farrar has arranged a Warm Space Drop-in event to take place at Hollinswood Neighbourhood Centre on 7th, 14th and 21st December from 10.00am until 12.30pm where hot drinks and light refreshments will be available.

F26/105 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.
The SALC AGM took place on 3rd November, it was well attended, there were a number of interesting trade stands and useful presentations . The minutes will be circulated when available.

b) Local Nature Recovery Strategy
Spaces are still available at the event to take place at High Ercall Village Hall on 27th November 2026. Councillor Farrar will be attending to represent the Parish Council and will report back to the next meeting.

c) West Mercia Police – Walk & Talk
This will take place on Thursday, 19th November from 6pm in Telford Town Park – everyone welcome.

F26/106 FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

a) The Chairman reported on the last meeting – a copy of the minutes is available on the website. The current account balance is £1636 with regular income from Twincl. The priorities for the 'Friends Of' group remain paths and reduced grass cutting to support wildlife and butterflies in particular. The long-standing water leak has been fixed – thanks were extended to STW.

b) The Environmental Officer presented his report which included updates on

- **Wednesday Woodland Project**
- **Membership**
- **Junior Woodland Rangers**
- **Grants & Project Updates**

c) The Events Co-ordinator confirmed that the Halloween event had raised £79 for general funds. A craft day will take place on 21st December from 10am until 12 noon at HNC.
The Winter Walk will be on 29th December.
Plans are being considered to hold a dog show on the Meadow, bat walks and a Randlay Valley Day.

F26/107 PLANNING

a) Report

There was no report, no applications for consideration and no other planning matters for this meeting.

F26/108 CLERK'S REPORT

a) 2027 Calendars

A draft calendar had been circulated and Members were asked to check 'their' page for accuracy – comments need to be received by 20th November to ensure that the printing has been completed to enable distribution before Christmas.

b) Work Placement

Thanks were recorded to Josh, and Nova Training, as the work placement comes to an end. We have enjoyed having Josh as part of the LMT and his work has been appreciated.
Josh has now completed an application form to join us as a volunteer.

COUNCILLORS REPORT

None

F26/109 PARISH MATTERS

The following matters will be actioned or reported as necessary

- Changes to the Boulton Grange Bin Area
- Work on the footpath in Abbey Fields
- Scooter and E-bikes – a police operation is being planned
- School Crossing – timers to be checked

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

Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

F26/110 MEETING SCHEDULE

23rd November 2026	**7pm** **8pm**	**Asset & Property** **Finance & Audit**	**Council Chamber**
7th December 2026	**7pm** **7.30pm**	**Human Resources** **Events**	**Council Chamber**
21st December 2026	**7.30pm**	**Full Council**	**Hollinswood NC**

There being no further business, the Chairman closed the meeting at 8.25pm, thanking members for their important contributions to the meeting.

Signed ……..Date……..

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