
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 18th May 2026** at **Hollinswood Neighbourhood Centre** at **7.50pm** after the Annual Meeting.

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

In Attendance: K Baker (Clerk)
 S Fisher
 G Johnson
 L Seabury
 Cllr N Page – TWC
 1 Member of the public

F26/019

WELCOME

The Chairman for 2026/27 welcomed everyone to the meeting.

TELFORD & WREKIN COUNCIL

Councillor Page update members of her work since the last meeting. She has attended 7 meetings and events and undertaken a number of engagements, as Deputy Mayor. This is in addition to case work.

F26/020

APOLOGIES & APPROVAL

Cllr Salifu Maternity

F26/021

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
Snell	RTITB, FoHRV
Tyrrell	
Unwin H	FoHRV, Randlay Primary School, FoTTP
Unwin S	FoHRV, Randlay Primary School, TWC
Vaughan-Hodkinson	SBPC

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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.

F26/022 MINUTES OF THE MEETING HELD ON 20th APRIL 2026

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

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

F26/023 MATTERS ARISING, for information

None

F26/024 FINANCE & GOVERNANCE

a) Financial Reports

The bank reconciliations for the end of April had been circulated to all members. The CCLA account remains at £85,000 with £187,117.42 available in the Barclays Accounts. The VAT claimed for April is £2164.33

b) Grant Application

A letter had been received regarding the 2026 Crucial Crew event at Telford College. It was proposed by Councillor Vaughan-Hodkinson, seconded by Councillor Tyrrell and all were in favour that the £500 allocated in the budget be forwarded to TWC.

An invitation had been received for Members to attend the VIP event, which is on 2nd July from 11.30am until 2pm.

Staff will be attending sessions during the three-week period as volunteers to steward the activities. It had been confirmed that both Hollinswood & Randlay Primary Schools are attending the event.

Governance

c) Accidents or Near Misses

There have been none reported.

d) Gifts & Hospitality

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

e) Risk Management

The Risk Management Policy and Plan remain current and relevant for the work of our Council.

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F26/025

FINANCE & AUDIT COMMITTEE

a) Minutes of the meeting held on 27th April 2026

Councillor H Unwin presented the minutes, for information.

b) Recommendation

Councillor J Johnson and Councillor P Krajewski declared an interest and took no part in the deliberations.

The Committee had recommended a grant of £500 to Hollinswood Primary School to support the reduction of costs for parents of a residential educational trip in the Summer. It was proposed by Councillor H Unwin, seconded by Councillor Vaughan-Hodkinson, with two abstentions, all were in favour and thus it was

RESOLVED that £500 be granted to Hollinswood Primary School.

F26/026

ASSET & PROPERTY COMMITTEE

a) Minutes of the meeting held on 27th April 2026

Councillor H Unwin presented the minutes, for information.

There were no recommendations

b) Land to the rear of Dinthill (The Muddy)

The Clerk updated members in that one estimate had been received for drainage work on the field. It has previously been agreed that the unsatisfactory condition of the field needed to be address prior to any proposals being considered to enhance the play areas. This estimate indicates an initial cost of £16,500 with a proviso that any additional work required will be quoted for prior to completion.

Members recalled that previous indicative costs had been in the region of £30,000.

Members fully understood that the extent of the work required could not be known (and therefore quoted for) until work had commenced to identify the issues underground.

Members were reminded that the project would be subject to our procurement processes and that although £10,000 had been included in the 26/27 budget consideration needed to be given to how the remainder of the required funding will be sourced.

Members also discussed the timing of such extensive work, following any parish council decision. Ideally this would be in the summer, if the information is available and the procurement process completed in time.

It was agreed that this will be added to a future Asset & Property Committee agenda for in depth consideration and in the meantime other contractors will be invited to put forward their thoughts on the project with indicative costs, where available.

c) Pavilion Sports Field

Liam reported that, despite difficulties encountered during the winter, the football teams had had a good season and the field had served them well. As we approach the end of this season, further work will be taking place as part of the Football Foundation Project with the next work required being £2500. Members recalled that a grant had been

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received to undertaken this work, which will include significant work within the goal mouths.

It was confirmed that cost forecasts are being recorded, including income, so that the information is available when considering the provision and maintenance of the field after the grant-funded period.

F26/027

CLIMATE CHANGE

Councillor Farrar confirmed that we will be taking part in Plastic Free July. Wednesday Wizards will be assisting, it will be publicized on social media and at the Summer Fayre.

F26/028

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.

F26/029

PLANNING

a) Reports

None

b) New Applications for consideration

TWC/2026/0327 Epwin Group, Stafford Park 6

Installation of 2 aluminium silos for storage of raw materials and necessary ground excavation, piling, reinforcement and concrete supporting pad

RESOLVED that the Parish Council would support this application.

c) Other Planning Matters

Street Trading Licenses

Members had had the opportunity to respond and offer their opinions on the two applications.

a) Bilbo's Food Truck

No Objections

b) Surplus Food Trucks

A concern was raised regarding the 10.00pm end time, especially if the stall / van / trailer was to be in a residential area, due to possible noise and light pollution.

F26/030

CLERK'S REPORT

a) Downmead Play Area

It has been necessary to report broken glass at this location on a number of occasions.

Local residents are asked to report this on My Telford and TWC will attend to ensure the area is safe.

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It has been confirmed that this play area is the 'most expensive' to maintain and concerns were shared in that there is a fear that it may be closed if resources are not available to maintain the level of repairs and maintenance it currently dictates.

b) Dallamoor Play Area

TWC had been asked to provide a normal swing alongside the one baby swing. Unfortunately, we have been informed that this is not possible as the frame is not suitable. Consideration may be given to an additional swing frame being added on the site in the future, if resources are available. This could then provide for two standard swing seats.

c) Hollinswood Fun Hub

Following the continued success of the Friday night club, a trial Monday Fun Hub will commence on 1st June for the Summer Term. This will take place from 3.45 until 5.45 and will be run by Love Play Active for the younger children aged 5 to 12.

Thanks were extended to Councillor Page who has contributed £240 and we are awaiting the outcome of two further applications to the Pride Fund.

d) Abandoned Trollies

This remains a problem, in both Hollinswood & Randlay, but Hollinswood appears to have more. Our decision to collect the trollies into one place (for collection by the companies) has been criticized. We have returned some trollies to the Town Centre and we continue to report them on a daily basis. We are grateful to the Street Champions for their help with this.

e) Community Litter Picks

Everyone is invited to Hollinswood (meet at the rear of the shops) from 10am until 12 noon on Saturday, 23rd May. The Randlay Blitz is taking place on Wednesday 27th May from 12 noon until 2pm – everyone is welcome to meet at Randlay Allotments where the skip will be available.

f) Lighting – Pavilion Car Park

A request has been received for lighting at the Pavilion Field Car Parks. Whilst costs have been requested from TWC, we are still awaiting the costs for lighting at both Downmead Play Area and the Muddy – so this is unlikely to be received in the near future.

An additional request for lighting between the Randlay Primary School and the development, will be considered as part of the re-development of the area to the rear of Randlay Farmhouse. There is a meeting with the developer on 21st May, Stuart and Liam will be attending and any updates will be circulated to all members, for information.

g) Fly-tipping Partnership Scheme

This trial scheme starts on 1st June. The parish council has been working with TWC and Idverde to put together an alternative proposal for the reporting and removal of fly tips

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in a timely manner. A recent meeting with one of the management company chief executives was very useful.

h) Weekly meetings with the Safer Neighbourhood Team

Areas included in our work

- i) Glass at Downmead Play Area
- ii) Suspicious activity at the Pavilion Car Parks
- iii) Request for potholes to be filled at Pavilion Car Park (not the police role)
- iv) Request for additional lighting at Pavilion Car Parks
- v) HGVs parking in residential areas
- vi) Dinthill Underpass – now a police priority

COUNCILLORS REPORT

Councillors Snell and Krajewski attended the recent wrestling event at The International Centre and were asked to present the winners' medals. Thanks were extended for the hospitality they received.

F26/031

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Liam updated Members of recent work and projects:

- a) A grant has been applied for, from the Councillors Pride Fund, for materials to create the new ramp in the Valley
- b) A meeting is to take place with Dr Jenny Joy to look at the most suitable Meadow for the butterfly habitat project
- c) The Bench to Bench walk with Ramblers, takes place on 27th May, from 10am at The Pavilion
- d) The last volunteer day, on 24th April, tackled much needed work on paths and trees
- e) There is a walk from the Town Park through the Valley on 31st May as part of Telford Walk Week
- f) A FoHRV meeting will be arranged in June

F26/032

PARISH MATTERS

The following matters will be actioned or reported as necessary

- Parking Enforcement – Abbey Fields
- Overhanging Trees – Randlay Avenue – Dodmoor Grange to Local Centre
- Litter Bins not emptied often enough – ask for 'closed' bins
- Litter at the Local Centres
- Norwich Drive to Abbey Fields – overgrown
- Bags of rubbish being deposited in litter bins
- Men Walking event – a number of parish residents taking part
- Draycott – parking in turning circles and reversing onto Dale Acre Way
- Enquiry about possible 'sale of TW land for garden use' – to be investigated
- Consider a public consultation on the future of The Muddy

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

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F26/033

MEETING SCHEDULE

1st June 2026	7pm	Human Resources	Council Chamber
	7.30pm	Events	
	8pm	Youth Provision Partnership	
8th June 2026	7pm	Asset & Property	Council Chamber
	8pm	Climate Change	
	8.30pm	Finance & Audit	
15th June 2026	7.15pm	Appeals and Complaints	HNC
	7.30pm	Full Council	

There being no further business, the Chairman closed the meeting at 8.40pm, thanking members for their important contributions to the meeting.

SignedDate.....

These Minutes will remain DRAFT (E & O A) until confirmation at Full Council on 15th June 2026.