
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the Full Council meeting held on **Monday 17th September 2018** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors

- S Unwin (Chairman)
- H Unwin
- P Roberts
- J Johnson
- S Vaughan-Hodkinson
- C Turley
- G Sinclair
- L Ricketts
- L Aubrey
- J Creed (from Minute F18/2345)

In Attendance:

- Katrina Baker (Clerk)
- Glyn Johnson (Parish Assistant)
- J Creed (to Minute F18/2344)

F18/2343 WELCOME & PUBLIC SESSION

Councillor S Unwin, Chairman, opened the meeting and thanked everyone for attending.

No Matters were raised in the Public Session.

F18/2344 APOLOGIES

Cllr S Snell Holiday

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

RESOLVED that the above apologies be accepted.

Matthew Allen had resigned as a Parish Councillor during the Summer, due to his relocation. Two vacancies now exist on the Parish Council.

F18/2345 VACANCY FOR A PARISH COUNCILLOR

Councillor S Vaughan-Hodkinson declared an interest

The Clerk reported that one application had been received for the vacancy and a personal statement had been circulated to all members for their information. There was an opportunity for Members to ask any questions of the candidate before he, and Councillor Vaughan-Hodkinson, left the room.

It was proposed by Councillor H Unwin and seconded by Councillor J Johnson that J Creed be co-opted to the Council. All were in favour and thus it was

RESOLVED that Councillor J Creed be co-opted to Hollinswood & Randlay Parish Council.

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Members were very keen to be able to co-opt Councillor Creed to the Council as they have very much appreciated his help and support for some time. His enthusiasm to 'make a difference' is recognized and he will be an asset to the Authority.

Councillor Creed and Councillor Vaughan-Hodkinson returned to the meeting.

Councillor Creed read and signed his Declaration of Acceptance of Office, which was confirmed by the Clerk, as the Proper Officer.

The Declaration of Acceptance of Office, Councillor Details and DRB Application form will be completed and returned to the office as soon as possible.

Councillor Creed will join the Asset & Property and Events Committees.

F18/2346

DECLARATIONS OF INTEREST

Cllr S Unwin	User of RCC, FoHRV, Randlay Primary School
Cllr H Unwin	User of RCC, FoHRV, RPS
Cllr J Johnson	User of all community buildings, HPS
Cllr S Vaughan-Hodkinson	FoHRV
Cllr C Turley	FoHRV,
Cllr J Creed	FoHRV

F18/2347

MINUTES OF THE MEETING HELD ON 16th JULY 2018

Councillor Mrs Unwin presented the Minutes, which had been circulated to all Members. It was proposed by Cllr Sinclair and seconded by Cllr Johnson, with one abstention, all were in favour and thus it was

RESOLVED that the Minutes of the meeting held on 16th July 2018 be signed as a true record.

F18/2348

MATTERS ARISING – for information only

Future Fit

Councillor H Unwin informed Members that he had not received any communication following his questions at the last meeting.

The consultation has now closed and it is anticipated that a decision may be announced in February 2019.

Randlay Avenue Underpass – proposed closure consultation

TWC has confirmed that this consultation will take place on 25th September at Randlay Community Centre. They have also consulted Randlay Primary School. Leaflets will be distributed to all local residents and a display will be available from 3pm until 8pm.

Abbey Field namesign

This has been re-sited.

F18/2349

FINANCE & AUDIT REPORT

a) Financial Reports

The current aged analysis has been circulated with the same three overdue accounts highlighted. It is hoped that a resolution on Slimming World may be available soon.

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- b) External Audit
The Clerk expressed concerns that the Auditor's Statement has still not been received. However, very few across the country have, as the new Auditor's, Littlejohns, are way behind schedule for the completion of the end of year audit. All PTCs should publicise the decision statement before 30th September, hopefully Littlejohn's will issue a public statement if this is not possible.

F18/2350 ASSET & PROPERTY COMMITTEE

- a) Report
Councillor H Unwin presented the Minutes, for information.
There were no recommendations, however the following points were announced.

Councillors H Unwin and S Unwin declared an interest, but did not require to leave the meeting.

- i) A site meeting is to take place this week with TWC, RPS, the contractor and the Parish Council to discuss the options relating to the safety issues outside of the CC and School.
- ii) A lot of thanks and appreciation has been received from local residents recognizing the work of the Parish council at The Muddy.
Although it was agreed that an additional litter / dog waste bin would be an advantage, it was agreed to wait in order to discuss this with the new Environmental Contractor.
- iii) Members had previously agreed to consider the purchase of a mobile speed indicator and recording devise. It was agreed to invite the company to attend a future meeting. If this is possible, an invitation to neighbouring parishes would be extended as the company has offered a 2 for 1 purchase arrangement if a partnership can be established.

F18/2351 EVENTS COMMITTEE

- a) Minutes of the meeting held on 23rd July 2018.
Councillor S Unwin presented the Minutes, for information.
- b) Updates
- i) The Sports Day on 23rd August had been successful, but would have been better if more children attended. The event was organized by Crossbar, which is keen to do other events throughout the year. This would be discussed further at the Strategy Day.
- ii) The Chairman's Charity Concert has been postponed due to lack of ticket sales, but would be re-arranged in the future.
- iii) The Charity Bake Off has been arranged for 20th October. Posters available which contain the details, these are also available on our website.
- iv) Remembrance Sunday, 11th November, will once again be the main event in the Parish Council calendar and we will once again be joined by the KSLI and uniformed services for this special occasion at the Memorial in the Town Park.
- v) Christmas events will be confirmed at the Events Committee meeting next week, but all appear on the Calendar of Events.

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- vi) The International Day, at Randlay Community Centre on 29th September, will be opened at 12 noon by Lucy Allan MP and The Mayor of TWC, Councillor Ray Mehta will attend during the afternoon.
- c) There will be a Macmillan Coffee Event on Monday, 24th September from 10am until 4pm at Hollinswood Neighbourhood Centre – everyone is invited to attend, there will also be a raffle for this very worthwhile cause.

F18/2352

PLANNING

Councillor C Turley declared an interest and left the meeting

**TWC/2018/0636 Entanet building, Stafford Park 6
Change of Use to enable use of the existing building as a wedding venue**

After a lengthy discussion it was

RESOLVED that the Parish Council had no ‘planning’ reasons to object to the proposals, although there was a lot of concern regarding road safety for pedestrians and vehicles due to the location within this busy Industrial Estate. This area is primarily an industrial area, with large lorries passing through 24 hours a day, 7 days a week. The numbers attending such events will result in insufficient designated car parking spaces and therefore parking on the roads and verges will be a problem. Some members believed that this is inappropriate as it could result in a reduction in the number of jobs.

**TWC/2018/0661 Midland Alloy, Unit 1, Stafford Park 17
Erection of a single storey side and rear extension**

RESOLVED that the Parish Council would have no objections to the proposals

**TWC/2018/0662 Sapphire House, Stafford Park 6
Change of use to residential units with a leisure facility and gym available to the public.**

Members discussed this application at length and it was

RESOLVED that the Parish Council could not support the proposal as the site, in an industrial area, is not appropriate for residential apartments. There are no direct transport links and any such change of use would be detrimental to the future growth of Stafford Park. The traffic, highway and parking will cause considerable safety concerns in addition to this being an inappropriate development on an industrial site which is better suited to provide industrial and retail units with employment opportunities.

**TWC/2018/0677 Junction of Stafford Park 17
Erection of 3 flagpoles and sign**

RESOLVED to have no objections.

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TWC/2018/0686 Renault, Stafford Park 1 Single storey side extension

RESOLVED to have no objections.

TWC/2018/0758 Estate Information Board at Telford 54

Members were disappointed to find that this Board has already been erected, before planning consent was approved. This 'retrospective' application is inappropriate and especially by Telford & Wrekin Council where officers should know better. Apparently there is a second sign, which may also need consent.

F18/2353

WEST MERCIA POLICE REPORT

The Nedge Safer Neighbourhood Team had sent apologies for not attending the meeting but had provided a brief report. A copy of the report would be forwarded to members and is available on request.

Details of some current issues included:

- 1) Knife Amnesty
- 2) Off Road Bikes
- 3) Rough Sleepers
- 4) Anti social behavior
- 5) Gas Cannisters

Members discussed these issues, which will be included for further discussion at the Council's Strategy Day. Members will consider buying-in to an Outreach Worker to work with the young people of our Parish and neighbouring areas, in order that we have a fuller understanding of their needs.

F18/2354

CHAIRMAN'S REPORT

- a) Chairman's Charity
The total raised so far is £751.62.
- b) Councillor Surgery – Hollinswood
Thanks were extended to the Councillors who attended, but on this occasion no issues were raised.
- c) The Chairman and Vice Chairman had attended an event by Angelbel Foundation and a DVD is available. This will be circulated around Members for them to have an opportunity to see the message given out by the young people of our Parish.

COUNCILLOR'S REPORT

Councillor C Turley and Councillor G Sinclair attended the first of the Planning workshop Seminars which was well attended at Oakengates.

A copy of the slides will be circulated and places are available on all the forthcoming themed seminars.

F18/2355

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Chris Turley updated Members on current matters from TWC and especially those on recent Cabinet Agendas, which included Financial Management, housing, Telford Land Deal, Future Fit, Library Services, Council Priorities and Neighbourhood Plans.

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F18/2356

CLERK'S REPORT

- a) New tables for the Pavilion, these will be of a quality suitable for outdoor use (eg Fun Day). They will also be available for hire by our user groups, in line with our policy of the hire of Parish Council Equipment.
- b) The coffee morning and councillor surgeries continue at RCC and HNC, the ladies that help at HNC are wonderful and we welcome guests from Southwood Hub to the events. Crafts are offered and the guests really enjoy their morning out once-a-month. DRB checks will be arranged for our volunteers.
- c) We have renewed the non-drying paint on the youth shelter recently in order to prevent anti-social behavior which affects the neighbours.
- d) Parking in Dunsheath is often a problem and we will be working with TWC and residents to try to address this issue in the coming months.
- e) The Green Guarantee funding for the allotments will be discussed at the next Asset & Property Committee meeting.
- f) The TW Parish Charter is under review, Members are asked to take a look at the document and to offer any comments as soon as possible.
- g) The next Parish Charter Review Group Meeting will take place on 27th September, it was confirmed that our Parish Council has no issues to raise.
- h) We have received our Annual Street Trading Consent and Small Lotteries License for events in Hollinswood or Randlay.

F18/2357

CORRESPONDENCE

- a) Marches Network for charging electric vehicles
Councillor Turley had updated Members on the recent Cabinet Decision.
- b) Network Management Capital Programme Consultation
Members are encouraged to promote the consultation.
Members heard of a new type of speed bump which is fluid-filled.
The important issue for any traffic regulation orders, is the enforcement that will be required after installation.
- c) Volunteer Driver
Despite our best efforts, we have been unable to find a volunteer driver to assist a local resident in getting to Wellington.
- d) Park Run Parking
In order to assist, if possible, the Parish Council will offer free use of Randlay Valley Car Park for the events on a Sunday. We were made aware that around 10,000 people are signed up to the event and a regular attendance of 600 is usual. Like us, Telford & Wrekin Council should be supporting this event as it is encouraging people to take part in an exercise activity, and therefore we would request that TWC make Dark Lane Car Park available, free of charge, from 8am until 10am on a Sunday.

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F18/2358 FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

The Chairman of FoHRV updated members on recent work and thanked the PET team and volunteers for their continued help in the Valley. It is hoped to hold a walk in the Valley on 27th October and the volunteers will be working with the Parish Council and TWC to open up more routes and keep existing routes clear. FoHRV will be supporting TTP in a litter pick on 22nd October, commencing at 10.30am. The new hi-viz tabards are now available. The next meeting will take place on 16th October 2018 at 7pm at Hollinswood Neighbourhood Centre.

F18/2359 PARISH MATTERS

- a) Overhanging trees on the junction of Randlay Fields and Abbey Fields
- b) New numbers are appearing on street lights
- c) Paths in Boulton Grange an improvement but as yet the path from Hollinswood to Randlay has not been done.
- d) Rubber matting at the redundant play area at Boulton Grange could be dangerous – a request to remove all the

F18/2360 FUTURE MEETINGS

24 th September 2018	7pm	Asset & Property Committee	HNC
	8pm	Events Committee	
29 th September 2018	from 12 noon	International Day	RCC
1 st October 2018	7pm	Finance & Audit Committee	HNC
	8pm	Personnel Committee	HNC
6 th October 2018	10 – 4pm	Parish Council Strategy	HNC
The Chairman will provide a fish & chip lunch. Members and staff are required to complete the questionnaires prior to the meeting.			
15 th October 2018	7.30pm	Full Council	HNC

There being no further business, the chairman thanked Members for their important contributions to the meeting and closed the meeting at 9.40pm.

SignedDate.....

Please note that these minutes will remain DRAFT until confirmed as a true record at the next Full Council meeting which will take place on 15th October 2018.