
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the Full Council meeting held on **Monday 18th February 2019** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors

- S Unwin (Chairman)
- H Unwin
- J Johnson
- S Vaughan-Hodkinson
- G Sinclair
- L Ricketts
- S Snell
- J Creed
- C Prescott
- P Roberts
- S Bowers (from F19/2432)

In Attendance:

- Katrina Baker (Clerk)
- Mr S Bowers (until F19/2432)
- Mr A Moore, Newsquest

F19/2430 WELCOME & PUBLIC SESSION

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

PUBLIC SESSION

None

F19/2431 APOLOGIES

Cllr C Turley Attending a TWC meeting Accepted

F19/2432 VACANCY FOR A PARISH COUNCILLOR

One application had been received from Mr S Bowers who had provided a personal statement. Members had the opportunity to ask questions and Mr Bowers informed the meeting of his ambition to represent the residents of Hollinswood & Randlay Parish. He realized that, due to the forthcoming election, the position was only for a short period of time. It was proposed by Councillor Sinclair and seconded by Councillor Johnson that Mr Bowers be co-opted, with one abstention, all were in favour and it was

RESOLVED that Mr S Bowers be co-opted to Hollinswood & Randlay Parish.

Councillor Bowers signed and read his Declaration of Acceptance of Office, which was witnessed by the Clerk as the proper officer of the Council.

A Declaration of Personal Interests was also completed, which is a public document and a copy will be forwarded to TWC.

Due to the closeness of Purdah and the election, it was agreed that there would be no application for a DBS check or ID badge and Councillor Bowers would not join any Committees for the time-being.

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F19/2433

DECLARATIONS OF INTEREST

Cllr S Unwin	User of RCC, FoHRV, Randlay Primary School, SNAC
Cllr H Unwin	User of RCC, FoHRV, RPS, SNAC
Cllr J Johnson	User of all community buildings, HPS, Personnel Committee
Cllr S Vaughan-Hodkinson	FoHRV, FoTTP, SNAC
Cllr C Turley	FoHRV, FoTTP, SNAC
Cllr J Creed	FoHRV, FoTTP, SNAC
Cllr C Prescott	FoHRV SNAC and RCC
Cllr S Snell	SNAC

All Members, who live in the Parish declared an interest in the budget, but had a dispensation to take part in the decision and vote.

F19/2434

MINUTES OF THE MEETING HELD ON 21st JANUARY 2019

Councillor Mrs Unwin presented the Minutes of the last meeting, which had been circulated. It was proposed by Cllr Johnson and seconded by Cllr Creed, all were in favour and thus it was

RESOLVED that the Minutes of the meeting held on 21st January 2019 be signed as a true record.
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F19/2435

MATTERS ARISING – for information only

F18/2413	The Clerk has arranged to meet representatives of Idverde to establish the work to be undertaken in the Parish and in particular in Randlay Valley.
F18/2420	The lights will be installed in the loft at The Pavilion during half term.
F18/2426	The in-house training has been completed by all staff and all have passed the first modules to gain Level 1 and 2 qualifications.

F19/2436

FINANCE & AUDIT COMMITTEE

- a) Payments
Details of the payments since the last meeting were available and the payment vouchers had been authorized by two Member signatories.
A full list of payments have been circulated to the Committee and will appear on the website.
- b) Financial Reports
The balance at the end of January is £142,217.36.
The January summary had been circulated to all members and a copy was available in the file for the new Councillor.
- c) Insurance
Having undertaken a comparison exercise outside of the current Insurance Group, Zurich will provide full cover, including taxes, for the premium of £2192.95. The Chairman and Clerk have undertaken a review of the policy schedules and agreed that HRPC will enter into a one-year agreement whilst our buildings are valued, with an option to extend this for a 3 year initial period saving a further £200 per year.

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F19/2437 EVENTS COMMITTEE

- a) Councillor Snell presented the Minutes of the meeting held on 28th January 2019, for information.
- b) The diary of events for 2019/20 had been circulated and will appear on the website.

F19/2438 CORRESPONDENCE

All correspondence for Members had been circulated and this included information from SALC and TWC, with particular emphasis on the Mayor's Engagements.

- i) Hot Water Bottle Network
Members considered this project and it was proposed by Councillor S Unwin and seconded by Councillor S Snell, that the Parish Council registers its support and will investigate the option to purchase hot wheat pads. We will also publicise the support available to homeless people from Meeting Point House at Southwater.

F19/2439 PLANNING

- a) TWC/2019/0102 Renault, Stafford Park 1
Members were unable to consider this application as the information contained on the application form is inaccurate and incomplete. There is no evidence of control measures on hazardous waste and Members believed this to be essential. Further details will be required on:
 - Car parking – protection of the oak tree
 - Chemicals
 - Opening Hours
 - Ventilation
 - Accesses
- b) TPOs
Two Tree Preservation Orders have been confirmed at Torus, Plot 5B

F19/2440 WEST MERCIA POLICE REPORT

No-one was available to attend the meeting tonight. However some local details are available and will be circulated to Members, for information.

F19/2441 CHAIRMAN'S REPORT

- a) **Chairman's Charity**
The total raised so far is £1363.22. The defibrillator and cabinet has been installed at Hollinswood Neighbourhood Centre.
The next fund-raising event will be to wax the chest of the Vice Chairman, Councillor H Unwin. This will take place at 8pm on 4th March and will be attended by the Mayor of Telford & Wrekin. This will be publicized on the website and facebook and a request for sponsors will be included. A sponsor form will be available.

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b) Councillor's Report

Councillor Creed, representing Friends of Hollinswood & Randlay Valley, had attended Water Health Training at Gobowen with a view to investigating pollution in the Brook within the Valley.

Creed had also attended a project at Sutton Hill as part of the Depave scheme, organized by Shropshire Wildlife.

F19/2442

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Chris Turley had provided a written update on matters from Telford & Wrekin Council and Friends of Hollinswood & Randlay Valley, this will be circulated to Members.

19/2443

CLERK'S REPORT

a) Dale Acre Way – speed control

The Clerk updated members on the scheme which has been installed around Dale Acre Way. The speed humps are now in place, but some residents are concerned because of their low vehicles and disabled passengers. TWC have contacted them to discuss this in more detail. There has been a noticeable decrease in the number of vehicles using this as a short-cut and buses are also traveling slower.

b) Defibrillators

The 24 hour machine is sited outside of Hollinswood Neighbourhood Centre and is in a locked cabinet, the code will be registered with 999 and has been made available to Southwood Hum, the shops, Doctors and school. The internal model is now in position at Hollinswood Pavilion.

c) Allotments

Most tenants have paid their 2019 rent and we will be chasing up those that have not yet paid. Some issues regarding the condition of allotments will be raised with the relevant tenants.

d) The Muddy

The Parish Council has submitted an Expression of Interest for an Environmental Grant in a bid to fund the drainage project, with a wildlife area, seating, hard surface and adult gym experience. The site will be ideal for SNAC projects, too.

e) Inclement Weather Policy

A draft will be considered at the next Asset & Property Committee.

f) Homeless Person

The lady in Hollinswood has returned home.

g) Bus Stop, Abbey Fields

This will be raised at the Bus User Group meeting on 25th February.

h) Parking at Randlay Local Centre

Photos had been received from members of the public regarding inconsiderate and dangerous parking at Randlay Local Centre and School. The police have been informed and the Clerk has spoken to representatives of the Church Groups to request that they move into

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parking spaces when spaces are available. It is important that the no-parking areas are respected.

i) Advertising signs

TWC has confirmed that these should only be erected 7 days before an event and removed within two days of the event taking place.

j) PAT Testing

A report will be submitted to Asset & Property Committee, for consideration.

F19/2444

SPECIAL NEEDS ACTIVITY CENTRE

Members declared their interests as necessary.

A report had been prepared and circulated to all Members which updated the Council on the formation of SNAC @ HARP. Parents are very grateful for the support to introduce SNAC to Telford and for the opportunities that this will enable for young people and young adults, especially by providing services and facilities. A copy of the report is also available.

An initial grant application had been submitted to Ping in the Community and was successful in that we have been awarded a free table tennis table and accessories, for the Pavilion.

The Parish Council will oversee the partnership, as part of the Youth Provision Partnership and working under the direction of the Council's Personnel Committee.

The most recent event had taken place at The Pavilion where five young people took part in life-skills and created and cooked pizza. Members of the SNAC Working Group are pleased that the project is moving forward and thanked the Clerk for the work as Co-Ordinator to support the SNAC Aims and Objectives.

F19/2445

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

A copy of the Chairman's report will be circulated for information. The next meeting will take place on 26th February 2019 at 7pm at Hollinswood Neighbourhood Centre, everyone is welcome to attend. The next volunteer day will commence at 9am on 5th March from The Pavilion building.

F19/2446

PARISH MATTERS

Members reported the following matters for investigation / action

- a) Missing Abbey Fields sign
- b) Condition of the road to Nedge Hill, litter and fly-tipping
- c) Rubbish on Randlay Play Park
- d) Parking opposite Norwich Drive
- e) Footpath obstacles near Botfield Close, as a result on the work to infill the underpass

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F19/2447

FUTURE MEETINGS

4 th March 2019	7.00pm 8.00pm	Asset & Property Committee Charity fund-raising followed by Finance & Audit Committee
5 th March 2019	7.00pm	Personnel Committee
18 th March 2019	7.30pm	Full Council

There being no further business, the chairman thanked Members for their important contributions to the meeting and closed the meeting at 8.30pm.

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 18th March 2019.