
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the Full Council meeting held on **Monday 18th June 2018** at **Hollinswood Neighbourhood Centre** at **7.30pm**.

PRESENT: Councillors

- S Unwin (Chairman)
- H Unwin
- S Snell
- P Roberts
- J Johnson
- S Vaughan-Hodkinson
- L Aubrey
- G Sinclair

In Attendance:

- Katrina Baker (Clerk)
- Glyn Johnson (Parish Assistant)
- Wendy Jones (Severn Hospice)
- John Campion (Police & Crime Commission)
- 2 Officers (West Mercia Police)
- Cllr C Furnival (Ward Member)
- Cllr S Roberts (Stirchley & Brookside PC)
- 1 Member of the Public

F18/2310 WELCOME & PUBLIC SESSION

Councillor S Unwin, Chairman, opened the meeting and thanked everyone for attending. A warm welcome was extended to our guests.

One minutes' silence was observed as a tribute to the late Councillor Mrs Turley. Members commented on 'our friend' who was 'a special lady who spoke from the heart and who had a heart of gold'. Judy had been a member of Hollinswood & Randlay Parish Council for many years and could always be relied upon for help and support in many ways. She will be sadly missed by everyone who knew her. Deepest sympathy and sincere condolences will be sent to her family.

CHEQUE PRESENTATION

The Chairman welcomed Wendy Jones, a nurse from Severn Hospice. A cheque was presented representing the funds raised by the Chairman's Charity in 2017/18.

POLICE & CRIME COMMISSIONER

The Chairman welcomed John Campion, the Police & Crime Commissioner, who gave a short presentation on policing matters in West Mercia. Following the survey on Parish & Town Councils, John was concerned to hear of our concerns and has investigated the details of the policing team that covers our area. It has been established that we have suffered due to the organisational changes. He appreciated that there has been a lack of consistency in our team, however the team is now full and we are in a far better position. An invitation was extended to report to the Inspector or Sergeant, if at any point we are not happy with the service provided. It is the wish of the PCC and the Chief Constable that police officers need to be seen out in the community, consequently there is now greater use of the mobile police station. Police Officers and PCSOs are spending less time in the offices and making use of mobile appliances, such as laptops, so that they have more regular communication links.

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When asked about the time taken to answer telephone calls, there was an explanation regarding the call centres and the increase in the number of calls, which can be around 10,500 per week. The call out time has also improved and most calls can now be answered in 11 minutes, where the national average is still 20 minutes. The performance has improved since last September and the ability to call officers direct on mobile phones has been introduced.

There is a will to solve problems locally within the communities at an early stage, rather than reactively when the problem has escalated. The teams work together, with the community and have shared aims with communication based on honesty.

Please help to promote this work by using the Neighbourhood Watch on Facebook and to get the messages out.

It is not always possible to attend events, although a physical presence is the aim. The introduction of computer aided policing could be introduced when West Mercia move to the new premises in the Autumn.

Concerns were expressed by Members and the public regarding the poor, rude and discourteous responses received when ringing the Call Centre. Everyone was reminded to ask for a reference number of all incidents logged.

An invitation was extended to Members to visit the control room at Hindlip Hall, anyone interested can contact the Clerk and arrangements will be made in the Autumn.

Some information was available on the future project 'Decriminalisation of parking' which should come to Telford next year. This will see more TROs and anyone caught contravening the law will get a ticket.

The Chairman thanked the Commissioner for attending.

PUBLIC SESSION

None

F18/2311

APOLOGIES

Clr L Ricketts	Work Commitments
Clr M Allen	Leave of Absence
Clr C Turley	Personal Circumstances

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

RESOLVED that the above apologies be accepted.

F18/2312

DECLARATIONS OF INTEREST

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

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F18/2313 MINUTES OF THE MEETING HELD ON 21ST MAY 2018

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

RESOLVED that the Minutes of the meeting held on 21st May 2018 be signed as a true record.

F18/2314 MATTERS ARISING – for information only

Regeneration Sign

The Parish Council had removed the sign.

Highways Works Signs

The Parish Council will remove and collect these at locations where TWC has not done so.

Road resurfacing

Boulton Grange and Brands Farm Way are part of a 'Programme of Streetworks', but no date has been identified as yet.

F18/2315 FINANCE & AUDIT REPORT

a) Minutes of the Meeting held on 4th June 2018

Councillor H Unwin, Chairman, presented the Minutes, for information.

b) Internal Audit Report

A copy of the report had been circulated to all members. The overall conclusion was:

"I have concluded that, on the basis of the programme of work I have undertaken, the Council has maintained adequate and effective internal control arrangements during the year. I have completed and signed the 'Annual Internal Audit Report' in the year's Annual Governance and Accountability Return, having concluded that in all areas the control objectives set out in the report were being achieved throughout the financial year, to a standard adequate to meet the needs of the council. All information I required to complete my review was readily to hand or a clear explanation given to requests for clarification, when required, by your staff. Therefore, I can state that in my opinion all documentation is recorded correctly and there is no evidence of fraud or misappropriation of public funds"

c) End of Year Accounts

Annual Governance Statement

Members considered Section 1 of the AGAR, Part 3, and confirmed that all nine elements of the Accounting Statements have been met, however, the Council has no Trust funds and has confirmed this in the Statement.

This was proposed by the Chairman of the Committee and Councillor Snell, all were in favour and thus it was

RESOLVED that the Section 1, the Annual Governance Statement for 2017/18 be signed and dated by the Chairman of the Council.

Accounting Statements 2017/18

The Responsible Finance Officer had circulated a draft copy of Section 2 of the AGAR which confirmed the opening and closing balances for 2017/18. The fixed assets have increased to £91,015 and details of the purchases and disposals were available for information.

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The outstanding capital balance for the PWLB loan is £62,013. The balance carried forward is £127,980. A Bank Reconciliation is available and will appear, along with all other relevant documents, on the Council's website. It was proposed by the Chairman of the Committee and seconded by Councillor S Snell, all were in favour and thus it was

RESOLVED that for the year ended 31st March 2018, the Accounting Statements in the AGAR present fairly the financial position of Hollinswood & Randlay Parish Council, and its income and expenditure.

d) Dates for the Publication of Elector's Rights

RESOLVED that the information has been available since 12th June and will remain available until 23rd July in accordance with the AGAR regulations.

e) Recommendations
None

f) Payments
Payment vouchers are available for all recent and current payments and were signed by two members within the terms of Internal Check regime. A list of payments will be circulated and will appear on the website.

F18/2316

ASSET & PROPERTY COMMITTEE

a) Minutes of the meeting held on 4th June 2018
Councillor H Unwin, Chairman, presented the Minutes, for information.

b) Recommendations

Councillors S Unwin, H Unwin and J Johnson declared an interest

- i) AP18/1071 It was proposed by Councillor H Unwin and seconded by Councillor Roberts that the Security Contract be awarded to Quotation 2 for a one-year term, with the option to extend to a two year contract, after three months if both parties are in agreement.
- ii) AP18/1072 It was proposed by Councillor H Unwin and seconded by Councillor L Aubrey that further investigations continue regarding a swipe card mechanism for the internal doors at RCC and providing the total cost remains below £1500 that delegated authority be given to the Chairman and Vice Chairman of the Committee to make the final decision.
- iii) AP18/1074 It was proposed by Councillor H Unwin and seconded by Councillor P Roberts that the lights in the main hall at The Pavilion be upgraded to LED, at a cost less than £500, as soon as possible.

All were in favour and thus it was

RESOLVED that the above recommendations be agreed and implemented as soon as possible.

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PLANNING

In line with the new GDPR regulations, names of applicants, for private dwellings, can no longer be made available and will be removed from the application forms.

TWC/2018/0449 International House Signs

RESOLVED to support this application.

F18/2318

WEST MERCIA POLICE REPORT

Sgt Ali and a Member of the Local Policing Team had attended the public session of the meeting and had added to the discussion with the Police & Crime Commissioner.

F18/2319

CHAIRMAN'S REPORT

Councillor S Unwin reminded Members that the Chairman's Charity this year will raise funds for a public defibrillator for the Pavilion building.

As part of the fund-raising, a tombola will take place at the Fun Day – any contributions will be appreciated.

F18/2320

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Connor Furnival updated Members on current case work and local initiatives which include:

Estate Parking Scheme	Additional Parking requests
Waste bin audit	Better Homes for All
Friends of Homer Lake	

There is limited funding still available from the Councillor's Pride Fund for local projects in Hollinswood. Applications are welcome.

The Friends of Homer Lake Fun Day will take place on 8th September, everyone welcome.

F18/2321

CLERK'S REPORT

- a) Environmental Issues and Report
It had been a busy month dealing with footpaths, overgrown hedges, flooding and other environmental issues.
- b) New Litter Bin request
TWC has confirmed that no new bin requests will be considered until April 2019, however, Cllr Furnival will discuss this with TWC. A new bin off Randlay Avenue on route to Town Park from The Holiday Inn has been requested.
- c) Youth Shelter
A recent week of ASB has now ceased and (at this time) there are no local issues.
- d) Audit of Grit Bins
Councillor Vaughan-Hodkinson had assessed the list of grit bins, with the Clerk and Warden, and a site tour will now take place to establish the condition of the bins and to suggest better locations for some.
- e) Working with Local Business
A partnership has been established and a litter pick will take place 5th July in Hollinswood.
- f) Unauthorised Parking
The Police had assisted in getting a SORN car removed from the highway / footpath.

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g) STROWP

Following the decision of the Parish Council not to renew the SLA in April 2019, the STROWP Committee had resolved to wind up the partnership, due to lack of Membership, which will result in a redundancy. This is being dealt with by STROWP. It has been confirmed that there is no financial implication for our Parish Council, as the additional funding will be provided by the partners. We were not a partner but had a Service Level Agreement with the organization.

F18/2322 CORRESPONDENCE

Parish & Town Council Conference

Councillor S Vaughan-Hodkinson, Councillor G Sinclair and Councillor H Unwin had represented the Parish Council at the event. Overall, it was a good event, well attended with lots of relevant and useful information. The trade stands offered a wide range of services and facilities.

Future Fit

Councillor Sinclair had represented HRPC at the event. A copy of the presentation has been circulated to all members. The consultation is open to all over the summer months.

Proposal to Infil two underpasses in Randlay

The detailed information had been shared with all members. Councillor Roberts felt very strongly that this would result in a higher number of highway accidents, involving parents. Members agreed that they could not support, or object to, the proposals without significant details relating to reasons, costs, alternatives etc. Statistics and information are required before this can be discussed further.

F18/2323 FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Sheenagh Unwin reported on the recent volunteer days and thanked everyone who took part. There was a reduction in the amount of litter collected, which is a good sign. The next meeting is on 24th July at 7pm at HNC. All are welcome

F18/2324 PARISH MATTERS

a) Road drains did not cope with the flash flooding, some have not yet recovered.

F18/2325 FUTURE MEETINGS

21 st June 2018	7.30pm	Events Committee
16 th July 2018	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 9.15pm.

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 16th July 2018.

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Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Charter –
A commitment by all to work together for the benefit of the wider community.