
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the Full Council meeting held on **Monday 19th November 2018** at **Hollinswood Neighbourhood Centre at 7.30pm.**

PRESENT: Councillors S Unwin (Chairman)
H Unwin
J Johnson
S Vaughan-Hodkinson
C Turley
G Sinclair
P Roberts
S Snell
J Creed
C Prescott (Minute F18/2382)

In Attendance: Katrina Baker (Clerk)
Glyn Johnson
Stuart Fisher
Mrs C Prescott (until Minute F18/2382)

F18/2380 WELCOME & PUBLIC SESSION

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

VALERIE GRAHAM, CITIZENS ADVICE

The Chairman welcomed Valerie who gave a presentation on SCAMS and shared a lot of information on the various ways that anyone can become a victim of a scam. It was interesting to learn how to recognize them and how to deal with them.

A range of information leaflets are available on request.

GRANT PRESENTATIONS

Randlay Primary School	£358	Outdoor all weather suits
Hollinswood Primary School	£800	Residential educational trip
Friends of Telford Town Park	£200	Newsletter Printing

PUBLIC SESSION

None

F18/2381 APOLOGIES

Clr Ricketts Work Commitments

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.

F18/2382 VACANCY FOR A PARISH COUNCILLOR

Councillors H & S Unwin declared an interest and took no part in this agenda item.

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One application had been received and the personal statement had been circulated to all Members. C Prescott shared information regarding her interests and her experience and knowledge that will assist in the role. She also answered questions from members.
C Prescott, H Unwin and S Unwin left the meeting.

It was proposed by Councillor Johnson and seconded by Councillor Turley that a position of Parish Council be offered to C Prescott. All were in favour and thus it was

RESOLVED that Ms C Prescott be co-opted to Hollinswood & Randlay Parish Council.

Councillors C Prescott, H Unwin and S Unwin returned to the meeting.

Councillor C Prescott read and signed the Declaration of Acceptance of Office which was witnessed by the Clerk, as Proper Officer of the Council. It will be necessary to complete a Declaration of Acceptance of Office, the Councillor Information sheet and to apply for a DBS check.

F18/2383

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, Personnel Committee
Cllr S Vaughan-Hodkinson	FoHRV, FoTTP
Cllr C Turley	FoHRV,
Cllr J Creed	FoHRV. FoTTP
Cllr C Prescott	FoHRV and RCC

F18/2384

MINUTES OF THE MEETING HELD ON 15th OCTOBER 2018

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

RESOLVED that the Minutes of the meeting held on 15th October 2018 be signed as a true record.

F18/2385

MATTERS ARISING – for information only

Councillors declared their interests, as required.

a) Lights in the underpasses, around the estates and in Randlay Valley

The night time audit has been arranged for Tuesday, 27th November at 6.45pm. Representatives of the Cubs and PCSOs have been invited to join with the staff and Councillors to undertake this task in order that we have the evidence to discuss with TWC regarding the necessary work.

b) Randlay Local Centre Access and Car Park

With thanks to TWC and Randlay Primary School, a scheme has been agreed that will improve the safety around the access to the car park, community building and school. The project will be funded by the Parish Council, working in partnership with TWC and the School. A date is awaited from the Contractors.

c) New Security System, internal doors at Randlay Community Centre

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Stuart attended to inform Members of the new system which will offer peace of mind to the user groups. The system has not yet been implemented as all the access fobs have to be individually programmed according to the hours of use. Red and green lights will be positioned both inside and outside of the doors, this is an indicator for when the locks are activated. Each user group will be issued with one access tag, but others can be purchased as required with a maximum being introduced to reduce the risk of loss / abuse. The installation has taken longer than estimated as much of the wiring had to be replaced, we will not be charged for this additional work. The Parish Council would extend thanks to the contractor for their support in this way. Some remedial and decoration work will now be required. It is hoped that the system will be live before the end of November. Councillor Turley had received a demonstration of the system and he was very impressed.

d) Hollinswood Ceiling Tiles

No evidence of a leak in the roof had been found and the ceiling tiles have now been replaced and the light fitting cleaned and checked.

e) Replacement Door

Alternative quotations are still required before a recommendation can be considered by the Asset & Property Committee.

f) Redundant roadwork signs

These should have been collected, this will be checked out.

g) Pavilion Guttering

All the guttering has been replaced.

h) Pavilion Gate and Lock-up keys

A set will be provided to the Chairman of Friends of Hollinswood & Randlay Valley,

F18/2386

FINANCE & AUDIT COMMITTEE

a) Minutes

Councillor H Unwin presented the Minutes of the meeting held on 29th October 2018, for information.

There were no recommendations.

Councillor Unwin updated members on the Internal Audit and Financial Controls.

b) Payments

Details of the payments, over £100, now appear on the website monthly, as required by the Transparency Code. A full list of payments in October had been circulated, for information.

Payment Vouchers have been internally audited and signed by two Councillors as required by the Financial Regulations.

c) Financial Reports

The current Aged Analysis has been shared with the Finance & Audit Committee along with the Bank Balance and monthly income and expenditure analysis.

F18/2387

EVENTS COMMITTEE

a) Report

Councillor S Unwin presented the Minutes of the meeting held on 29th October, for information.

The Chairman updated members on the arrangements for the Christmas events.

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b) Recommendations

Councillors declared their interests, as required.

The Chairman introduced each of the Recommendations which related to including relevant budget headings into the budget considerations, having identified them within the Parish Strategy. These were proposed by Councillor Turley and seconded by Councillor Johnson, all were in favour and thus it was

RESOLVED that budget headings will be included for Remembrance Day and Remembrance Sunday, Senior Citizens Christmas Lunch and other Christmas Events, the Youth Provision Partnership and Friends of Hollinswood & Randlay Valley.

Councillor Vaughan-Hodkinson suggested an arts / crafts / photo / written completion for the 2019 Chairman's Charity Event.

It was also proposed by Councillor J Creed and seconded by Councillor G Sinclair that funding be available from reserves to top up the budget to enable the project to provide an enhanced lighting display at Randlay. It was confirmed that this will be a one off cost, not an annual cost. All were in favour and thus it was

RESOLVED to complete the enhanced scheme for Christmas Lighting in and around Randlay Local Centre.

Councillor Sinclair requested that the purchase of a laser display be considered for next year.

F18/2388

CORRESPONDENCE

a) **Financial Contribution towards the SOS Team scheme to regenerate Princess Royal Houses**

Members considered the request from TWC to contribute to a fund to provide the materials needed to refurbish three NHS houses for use by Junior Doctors, FOC, in order to assist in the prevention of the proposed night time closure of A & E.

Whilst Members wished to oppose the proposed closure, no funds had been included in the budget for such expenditure and no law or statute had been identified that would enable such a grant. A discussion took place, after which it was proposed by Councillor Sinclair and seconded by Councillor H Unwin that this Parish Council is not in a position to offer funding for this project. Five Members supported this proposal and five abstained. It was therefore

RESOLVED that Hollinswood & Randlay Parish Council could not contribute to this project at this time.

b) **Diversion Orders**

Details of the two Orders to support the decision to fill in the underpasses in Randlay Avenue, had been circulated to members for information. It was proposed by Councillor Johnson and seconded by Councillor S Vaughan-Hodkinson, with one member voting against, it was

RESOLVED to have no objections to the proposed Diversion Orders.

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F18/2389 PLANNING

None

F18/2390 WEST MERCIA POLICE REPORT

The Nedge Safer Neighbourhood Team had sent apologies for not attending the meeting but had not provided a report. However, John Campion had attended a recent meeting and confirmed his support for a scheme to provide Speed Indicator Devices. It was also good to hear of his support for Parish & Town Councils.

F18/2391 CHAIRMAN'S REPORT

a) Chairman's Charity

The total raised so far is £950.47.
Other fund-raising ideas are being considered.

b) Remembrance Day

The Chairman thanked the Staff and Members for attending the event at The Memorial in Telford Town Park. It was extremely well attended and thanks were also extended to everyone who had taken part in the service. It was a very moving occasion.

c) Shropshire Association of Local Councils AGM

A number of Members had attended this event at AFC Telford and had heard the presentation from John Campion, the Police & Crime Commissioner and the Chief Supt, Kevin Purcell. Congratulations were extended to Katrina, who had been elected as President of the Association.

COUNCILLOR'S REPORT

Councillor G Sinclair had attended further workshop seminars and gave a short report on the information and knowledge shared. However, as the slides had been circulated to all members, he felt that attending the events was not that necessary.

The Chairman thanked him for attending and for representing the Parish Council.

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

Councillor S Vaughan-Hodkinson had attended a Celebration of Suffragettes at Coalbrookdale which was very interesting and shared information that linked historical information to present day issues which still exist. Whilst we have a more equal society, there is still much more to do.

Councillor C Turley, and the Clerk, had attended a 'Meet The Contractors' event, regarding the new Environmental & Cleansing Contract, which was disappointing as it had not offered the depth of information available for the Parish Council to make any budgetary decisions for 2019/20. It is hoped that one-to-one meetings may be better.

F18/2392 MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Chris Turley updated Members on current matters from TWC and especially those on last Cabinet Agenda which included the proposed overnight closure of A & E at PRH, financial management reports and the Lightmoor Local Nature Reserve application.

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As a further celebration of Telford @ 50, each primary school has received 50 daffodil bulbs, 50 library cards and 2 copies of The Ironbridge Ogre, written by a local author.

F18/2393

CLERK'S REPORT

a) Telford Green Spaces Partnership

The Clerk and Councillor Turley had attended a very good meeting, where it appears that the Partnership has a direction which will be forward looking, pro-active and will offer appropriate support for all Voluntary Groups and Friends of Groups in particular.

b) The Muddy

The Clerk has attended two meetings with TWC to revise the Draft Lease agreement which will be effective from 1st April 2019. A copy will be available for consideration at the next Asset & Property Committee meeting.

F18/2394

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

Members declared their interests as necessary.

The Chairman of FoHRV updated members on recent work and thanked the PET team and volunteers for their continued help in the Valley. The all ability path improvements have been completed and Tesco Bags for Life have been informed. The kissing gate opposite Mill Farm Drive has been installed and work on the Bridleway 1, will continue at the Volunteer Day. The next Saturday Volunteer Day is 24th November. Discussions are necessary regarding the reinstatement of Footpath 14 and TWC has confirmed that the work to full restore FP 17 from Queen Elizabeth Avenue has been planned.

F18/2395

PARISH MATTERS

- a) The sign for Abbey Fields is still missing
- b) The bollard on the mini island at the junction of Stirchley Avenue with Randlay Avenue will be reported
- c) The footpath/cycleway signs to Stafford Park are still the wrong way round.
- d) Double yellow lines in Deepdale have still not been completed.
- e) Fly-tipping and house clearance – this will be reported direct to the officers as a site visit is required.
- f) ASB from flats near to Randlay School will be reported to the Police.

F18/2396

FUTURE MEETINGS

5 th December 2018	5pm	TWC Budget Forum	Addenbrooke
6 th December 2018	7pm	Finance & Audit Committee	HNC
17 th December 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 9.20pm.

SignedDate.....

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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 17th December 2018.

