

# ***Coleshill Town Council***

Meeting of the **COLESHILL TOWN COUNCIL** held in the Old Courtroom, Town Hall, High Street, Coleshill on **WEDNESDAY, 14 NOVEMBER 2018** at 7:00 p.m.

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PRESENT: - Cllr. Battle, Town Mayor, in the Chair.

Councillors: - Farrell, Farrow, Mason, Richardson, Symonds and Wallace.

## **18/40 APOLOGIES**

Apologies were received from Cllr Breeze and Wootton.

## **18/41 DECLARATION OF INTERESTS**

There were no interests declared.

## **18/42 MINUTES OF THE MEETING HELD 19 10 2018**

The minutes were **ADOPTED** unanimously, after proposal by Cllr. Richardson and seconding by Cllr. Farrow.

## **18/43 COMMUNICATIONS FROM THE TOWN MAYOR**

The Remembrance Parade had been exceptionally well organised and Ms. Zoe Hillcox was commended for her work on the project and in general, particularly at a time when there had been such a staff shortage. The Mayor also thanked elected members and others for their support of the events.

It was recognised that there would need to be a review of the service. A number of members had comments raised with them that those people outside the church at 11 a.m. had no indication or signal of the remembrance silence starting or finishing.

## **18/44 PARTICIPATION OF THE PUBLIC**

Mr. Peter Rafferty of the Coleshill & Water Orton HS2 Action Group referred to the HS2 Special Management Zone and the opportunity that took place for members to input to the its agenda via a discussion on the 3 October Planning Committee agenda.

Mr. Barry Moore had produced a report on traffic impacts which was to be circulated by the **Town Clerk** to all members. The **Town Clerk** was also asked to send a thank you to the Coleshill & Water Orton HS2 for the recent efforts.

The Action Group was looking to make an application to the HS2 community Fund. It wanted to work with the Town Council but had not costed anything to date.

Mr. Derek Axe suggested an oak tree might be planted to commemorate the 2018 remembrance commemoration events that had taken place.

## 18/45 TO APPROVE THE PREVIOUS MINUTES

In the minutes of the 3 October Planning Committee, it should have read “were (not was) put on a register”. In respect of the 31 October Planning Committee minutes, it was not the wish of the Council that the Town Clerk should write to the Borough Council to ask permission to decide minor planning applications. Planning approvals were statutorily agreed as Borough responsibility. Both sets of minutes were proposed and seconded by Cllrs. Farrow and Farrell and **ADOPTED** unanimously.

Cllr. Farrell advised that, at the Community & Partnerships Committee meeting of 10 October, the committee did not have authority to agree to reposition the bonfire since this had been previously agreed by a full Town Council meeting. He also guarded against last minute decisions on events that were planned months ahead as this had bearings for how future practice should be conducted.

Minute 22 should have referred to Kayes, not Keyes Funfair. Minute 24 appeared critical of the staff, so members preferred it should say that “Councillors wanted to support more community events and would like to receive more of the invitations, where possible”. With these changes, the minutes were proposed Cllr. Symonds and seconded by Cllr. Richardson and **AGREED** unanimously.

Cllr. Symonds also gave an outline of the Honesty Shop procedure, including registration, personal shopper assistance and suggested contribution levels. Cllr. Farrell added that the facility was useful to contact the ‘hard to reach’ residents.

With the Procedure and Amenities Committee meeting of 24 October, members did not agree to progress the action for the Town Clerk in obtaining costs for demolishing and rebuilding the Community Centre. Within item 29, the correct spelling of Whitacre and Whitacres. Also, the minute should say that assessments were not needed for third party stall holders but that the event organiser should be made aware that they were liable for all their hirers. With these amendments, the minutes were proposed Cllr. Symonds and seconded by Cllr. Mason and **ADOPTED** unanimously.

## 18/46 FINANCIAL REPORTS, 2018/19 - QUARTER 2

When the 19/20 budget was agreed, the Health Plan payments needed to be shown alongside the salary deductions offset figure.

Account line 123 may have had some play equipment spending on the Memorial Park that could more suitably be shown against Account line 123. In addition, the cumulative pensions cost figure needed checking as it was high in relation to the cumulative salaries cost figure.

The reports were **ACCEPTED** nem. con., as proposed by Cllr. Richardson and seconded by Cllr. Symonds.

## 18/47 EXTERNAL AUDIT FOR 2017/18 ACCOUNTING SUBMISSIONS

The Town Clerk advised that he had received a report from External Auditors PKF Littlejohn to say that the firm had been unable to give complete a full certificate for the 2017/18 accounts submitted to it. It had produced an interim report.

The auditor’s queries were raised on 26 September but not answered by 28 September.

As this was the auditor's deadline to report, it issued the failure to complete on 29 September. A number of Warwickshire parishes had experienced problems with the new Auditor arrangements, as reported to WALC.

It was suggested that for 2019/20, members should be sent the Auditor's guidance notes as well as the AGAR Report and that some members might consider the report in advance of it being discussed at the June 2019 Town Council meeting.

#### **18/48 CHRISTMAS MEMORY TREE**

Love Coleshill had received permission from North Warwickshire Borough Council to site a fir tree at the open ground on Birmingham Road at the Green Man crossroads in the weeks before Christmas.

The organisation would manage the memory item hanging onto the tree but had requested £200 from the Town Council for its purchase and installation. Cllr. Mason identified that this could help support traders on the lower High Street. The £200 purchase was **RESOLVED** unanimously, as proposed by Cllr. Wallace and seconded by Cllr. Symonds.

#### **18/49 GROUNDS MAINTENANCE CONTRACT**

A report from the Deputy Town Clerk itemised the options on the grounds maintenance contract as a 3-year retendering exercise or an extension of the current contractor's agreement.

Cllrs. Wallace and Farrell proposed and seconded that, in view of the good work provided by Countrywide Grounds Maintenance, the guarantee of limited 3% annual increases and the potential new land purchase needing a supplier with which the Council was a familiar, a 3-year extension was appropriate. This arrangement was **AGREED** unanimously.

#### **18/50 TOWN CLERK'S REPORT**

The Town Clerk confirmed recent announcements that LAWTRAG was positive about Harworth Estates advising that the remaining buildings on site would be demolished. Also, the developer of the former leisure centre has resubmitted a planning application after meeting with the Coleshill Cricket Club, the English Cricket Board and the Town Clerk.

The illuminated poppy that was lit on the front of the Town Hall for the 100<sup>th</sup> Armistice commemorations was to be retained in store by the Town Council for use in future years.

The gentlemen's toilets at the Town Hall had a number of sensors that had started to fail. In view of high replacement costs, the Town Clerk was liaising with the Chairman of the Procedure & Amenities Committee regarding the alternative use of pneumatic and timer flushes instead.

#### **18/51 TO APPROVE THE CONFIDENTIAL MINUTES**

The confidential minutes were all proposed, seconded and **AGREED** unanimously as below:

Town Council meeting - 19 October (Cllrs. Symonds and Wallace)  
Community & Partnerships Committee meeting - 10 October (Cllrs. Symonds and Richardson)  
Procedure & Amenities Committee meeting - 24 October (Cllrs. Wallace and Symonds).

There being no further business, the meeting closed at 9:00 p.m.



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Town Mayor