

MINUTES OF A MEETING OF COLESHILL TOWN COUNCIL'S PROCEDURES & AMENITIES COMMITTEE

13 MARCH 2019 IN THE HUDSON ROOM AT THE TOWN HALL

Present: Cllrs. Wootton (in the Chair)
Cllrs. Breeze, Mason and Richardson
In attendance: Cllr. Battle and Wallace

43. **APOLOGIES**

There were apologies received from Cllr. Symonds.

44. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

45. **PREVIOUS MINUTES**

The minutes of the 12 December 2018 meeting were proposed by Cllr. Richardson, seconded by Cllr. Breeze and **ACCEPTED** unanimously as a true record, without amendment.

46. **CEMETERY EXTENSION DESIGN**

After consultation with two funeral director representatives and the grave digger, the Town Clerk and Deputy Town Clerk were seeking agreement to certain design principles for the cemetery extension. The following was supported:

- Vehicular access should be from the corner nearest the existing cemetery entrance.
- No separate Church of England and Roman Catholic sections.
- If the Pathways Officer could be encouraged to allow a diversion, it was preferable to have it routed across the far end from the entrance.
- The covenanted restriction on the new extension was to be the same as for the Grammar School covenanted field.
- The current Town Council policy to only allow "time of need" plot sales was to continue.
- No desire to install lintels in advance of burials on each row.

The above was all **RESOLVED** unanimously.

47. **GRASS CUTTING CONTRACT**

When the Town Clerk has indicated the Council's desire for a 1-year rollover to Countrywide Grounds Maintenance and requested a costing, the contractor had responded with two alternative options: to extend for 1 more year with a 2% increase or to sign a 3 year deal with a 3% increase with the price fixed per annum.

It was noted that there had been few issues with the contractor's service, it had been helpful in emergencies and had struck a good relationship with the outdoor staff. Cllr. Wootton proposed and Cllr. Breeze seconded that it should be allowed for the 3 years. This was **AGREED** unanimously.

48. **GREEN AND YELLOW HERITAGE MARKERS**

The CASPER Delivery Group was successful in obtaining a Heritage Lottery Fund grant to cover the production of 12 Green & Yellow Heritage Tour markers, of 150mm

diameter in brass. These were to be located around the town on a 2-mile round trip heritage walk, starting at the CASPER site and finishing at the Town Hall. Each marker represented a stopping point and a heritage story to be told. Town Council approval was needed for locating 4 of the 12 markers on its land. This was proposed and seconded by Cllrs. Breeze and Mason and **AUTHORISED** unanimously.

49. **CEMETERY RULES AND REGULATIONS**

Rules and Regulations for the cemetery had largely been rewritten by the Deputy Town Clerk to incorporate some specific dimension limits on memorials in Section 4. At the same time, members wanted to change other paragraphs:

7.3 Wind chimes and windmills (or similar decorations)

9.4 Biodegradable container (rather than suitable container) and also removing the reference to plastic containers not being allowed.

9.5 Add on that plaques are available for 20 years with a 10 year renewal period.

With these additions, the rules were proposed by Cllr. Richardson, seconded by Cllr. Breeze and **AGREED** unanimously to be revised.

50. **COLESHILL SCOUT REQUESTS**

The Scout pack leaders have made a request that a lockable container unit be provided to be located on the grass behind the Community Centre car park. This would have an advantage over storage in the building in that the Scouts could use the green alongside the centre to practice putting up and taking down stored tents without having to have access to the building itself.

The **Town Clerk** was asked to refer back to the Scout pack leaders the likely cost and to ask their view on whether the pack was planning a capital contribution and storage payments to the Council. This information could then be brought to the 27 March Town Council meeting.

Some other Scout packs had designed their own dog poo bags dispensers from recycled plastic bottles and the Coleshill Scouts wanted to site some on the outside of the Community Centre or the Memorial Park. Members were content to leave it to the **Deputy Town Clerk** to agree a 2-month trial from whenever the recycled plastic bottles were ready and also to agree the locations.

Both of the above were **RESOLVED** unanimously.

There being no further items, the Chairman closed the meeting at 8:20 p.m.

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Chairman