

MINUTES OF A MEETING OF COLESHILL TOWN COUNCIL'S BUILT AMENITIES COMMITTEE

4 JUNE 2014 IN THE HUDSON ROOM AT THE TOWN HALL

Present: Cllrs. Simkin (in the Chair), Gascoigne, Hopkins, Richards and Taylor.

1. **APOLOGIES**

There were no apologies – full attendance.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **APPOINTMENT OF VICE CHAIRMAN**

Cllr. Taylor proposed and Cllr. Hopkins seconded that Cllr. Richards be appointed to this position, which was duly **ACCEPTED**.

4. **MINUTES OF PREVIOUS MEETING**

The minutes of the 5 March meeting were proposed by Cllr. Taylor, seconded by Cllr. Hopkins and **AGREED** as a true record.

5. **COMMUNITY CENTRE AND SURROUNDS**

The Town Clerk reported that Rob Baker and Stephen Partington were settling into their duties as Caretaker and Assistant Caretaker. Although the kitchen and toilets had been deep cleansed, Mr. Baker had been making efforts to improve the standard of cleanliness of other areas of the hall.

No other issue had been reported.

6. **TOWN HALL AND SURROUNDS**

- a) Defibrillator – The unit is in place and training has been delivered by Midlands Emergency Responders. However, for the emergency services to be aware of the availability of it, a registration form has to be completed which the **Clerical Assistant** will undertake.
- b) Deep Cleaning – It was **AGREED** that the contractor which had deep cleaned the toilets and kitchen should continue with the main corridors.
- c) Front Entrance Step – The Committee were happy to progress with the RS Bott quotation. This would involve replacing the semi-circle shape of step but with a lesser diameter such that it was flush with the width of the entrance. The **Town Clerk** was to place the order, including requesting that the broken, red quarry tiles be replaced.
- d) Edging to the Hudson Room Table – The **Town Clerk** was to arrange for the edging strip to be glued down as soon as possible.
- e) Fire Door from the Sumner Suite – Although the door was locked and no longer used as fire exit, the outer side of the door looked unsightly from Sumner Road. The **Town Clerk** was to arrange for this to be stripped and repainted, using a heavy duty primer.

7. **BUS SHELTERS**

The Town Clerk had completed the laborious planning application online form for the new shelter opposite 122 Coventry Road and the £195.00 application fee and map purchase fee at £26.40 were being sent to the Borough Council. After this application has been dealt with, the **Town Clerk** would raise the application for the second shelter on Gorsey Lane, near Gorsey Way, just before the A446. Whilst the shelter on Coventry Road was preferred to be nearer to the road than the back wall, the one near Gorsey Way would need to be placed away from the road, back within the bushes.

A resident had requested the repair of the shelter near St. Paul's Crescent. Cllr. Gascoigne felt, in view of the Warwickshire County Council joint project to provide two additional shelters that the Town Council should use reserves to repair or replace some existing older ones, ideally at roughly the same time. He proposed that this happened for the shelter near St. Paul's Crescent and the one opposite the Town Hall. This was seconded by Cllr. Richards and **AGREED**.

8. **CORRESPONDENCE**

None to report.

9. **REPORTS FROM THE TOWN CLERK**

Andrew Walker of Walker Insurance had approached the Town Council to request that it store the collecting tins and poppy and pin trays for the majority of the year, when not used for the British Legion Poppy Appeal. The large wreaths were not included as these were to be store only short term and a resident's garage had been offered. The Committee **AGREED** to the request but only for storage and not for responsibility to take on the distribution to volunteers.

10. **ANY OTHER BUSINESS**

None.

Item 11 was dealt with under a confidential section. The Chairman closed the meeting at 19.50 hours.

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Chairman