

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

10 JUNE 2015 IN THE HUDSON ROOM AT THE TOWN HALL

**Present:** Cllrs. Taylor (in the Chair), Battle, Breeze, Jones and Mason.  
**Also attending:** Cllr. Wallace.

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1. **APOLOGIES**

There were no apologies.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **APPOINTMENT OF A VICE CHAIRMAN**

Cllr. Battle was self-proposed and seconded by Cllr. Taylor. With no other nominations Cllr. Battle was duly **ELECTED** nem. con.

4. **MINUTES OF PREVIOUS MEETING**

The minutes of the 11 February 2015 meeting were **AGREED** as a true record.

5. **COMMUNITY CENTRE AND SURROUNDS**

The Midlands Emergency Responders had offered to provide a defibrillator for the Community Centre if the Town Council was prepared to pay for the box. It was suggested that the Masons might support this as they had done previously for the Town Hall. **Cllr. Jones** agreed to provide contact details for the Masons (Mr. David Grimmett?).

The new outside noticeboard has been well received by Community Centre hirers, particularly the playgroup organisers.

6. **TOWN HALL AND SURROUNDS**

- a) Green Room Improvements – It had been agreed then that KJW Property Services should be offered the work on a fixed price for the specification received, although there was no timescale agreed. The committee agreed that the project would benefit from some member input with the contractor. It was **AGREED** that the **Town Clerk** should arrange a meeting with the foreman Ted Edwards and for **Cllr. Jones** to meet him to review the project.

The Town Clerk advised that the committee had previously considered whether the removal of the large RSJ in the make-up room would be possible and to engage a structural engineer to advise on the matter. This visit would be arranged whilst the building contractor was on site, to assist then the RSJ removal was attempted.

- b) General – There had been 3 quotations sought for work to the Town Clerk's office wall and the main corridors. A decorator quotation had already been selected and so this work would progress shortly.

7. **BUS SHELTERS**

What remained to be commissioned were the new siting shelters at Brendan Close /Coventry Road and Gorsey Lane /Gorsey Way for which the Town Council paid £1,000 to the County Council on a joint cost basis. Planning permission had been granted for both in 2014.

The County Council had advised on 28 May that on the Coventry Road /Brendan Close site, the shelter has been ordered from the supplier with the lead time to installation of

approximately 4-6 weeks . On the Gorse Lane /Gorse Way site, the County Council had determined that there was insufficient room on the existing maintained highway at the bus stop to safely accommodate a bus shelter. Therefore, the owner of land adjacent to the bus stop was been contacted and has provisionally agreed to enter into an agreement with the County Council to enable a small section of additional land to be used to accommodate the bus shelter.

8. **CHRISTMAS FAIR**

The Town Clerk explained that some additional lighting fixtures had been purchased from Turnock Limited (the lighting equipment supplier) at a reduced price using the balance of the 14/15 budget. To get the full benefit of the improved stock at Christmas '15, there was some preparatory work required in the town. A County Council lighting column on the lower High Street needed straightening, some trees clearing in front of Chantry House and an additional pair of brackets and crosswire across two central businesses in the High Street. The **Town Clerk** was to make the necessary arrangements and also check whether the cost of the brackets fell to the Town Council or Turnock Limited.

It was also highlighted by the Town Clerk that the provision of the Christmas light service had not been put to competitive tender for a number of years. In view of the fact that Turnock Limited were offering reduced price additional items and also providing the off-season storage facility, members were content to suspend the standing order requiring the tender to take place for the forthcoming year. This was proposed by Cllr. Jones, seconded by Cllr. Breeze and **CARRIED** unanimously.

Cllr. Wallace advised the committee that she had received complaints about the 2014 Christmas Fair being on the last Saturday of November rather than the first Saturday of December. The Town Clerk reported that this had been agreed in 2014 as in the previous year, Love Coleshill had arranged 'late-night' shopping nights in late November and the Town Council had been asked (and agreed to) switching the lights on for 'late-night' shopping before it had 'officially' switched them on. Cllr. Breeze proposed and Cllr. Jones seconded that for 2016 the switch on should revert to the first Saturday of December in 2016. This was **AGREED** unanimously.

Cllr. Mason, as the Town Council representative on the Love Coleshill group, was asked to give them notice of the decision to revert to the first Saturday of December in 2016.

9. **CORRESPONDENCE**

The Chairman referred to a letter from the Drama Group regarding the disturbance it had suffered as a result of the Green Room improvements taking place during the time of their performances in late May. At this point, Cllr. Wallace declared a prejudicial interest as a member of the Drama Group committee and left the room.

The letter referred to problems with screws and tools on the floor and the lack of hangers, mirrors and lighting fixtures. Cllr. Breeze proposed and Cllr. Jones seconded that a 50% reduction in charge should be offered and this was duly **RESOLVED** unanimously. The Town Clerk was also asked to ensure that other hirers of Fifield Hall during the Drama Group performance periods should not reposition any elements of the stage set as had been the case in May.

10. **REPORTS FROM THE TOWN CLERK**

Warwickshire County Council was gathering ideas about what parties wanted to see in the way of 'community benefit' projects as part of the Government's mitigation for HS2.

Suggestions raised by the Planning Committee included an upgrade of the facilities at the Community Centre and this committee concurred with that suggestion.

In addition, the committee wished to put forward two further requests for financial assistance:

- Replacement of the lead lined windows at the front of the Town Hall (could be a £30k - £40k project).
- Upgrade replacement of the internal doors in the Green Room area of the Town Hall (quote already received for £3,812).

11. **ANY OTHER BUSINESS**

None to discuss.

There being no further matters, the meeting concluded at 8:15 p.m.

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Chairman