

Minutes of a meeting of the **COMMUNITY & ENVIRONMENT COMMITTEE** of  
Coleshill Town Council held in the Town Hall, High Street, Coleshill on Wednesday 27  
July 2016.

---

PRESENT: Councillor Farrell in the Chair  
Councillors: Battle, Farrow, Jones and Wallace  
Also in attendance: Cllrs. Mason and Richardson

### **13 APOLOGIES**

No apologies – full attendance.

### **14 DECLARATIONS OF INTEREST**

Cllrs. Battle, Jones and Mason declared a personal interest in item 16 as members of the Carnival Committee. Cllr. Mason declared a personal interest in item 23 as a member of the Coleshill in Bloom committee.

### **15 MINUTES OF THE MEETING HELD 25 MAY 2016**

It was proposed by Cllr. Farrell and seconded by Cllrs. Battle to accept the minutes of the previous meeting as a true record and **ACCEPTED** unanimously.

### **16 MEMORIAL PARK PHASE I – OPENING EVENT**

A statement from the Carnival Committee was read out by Cllr. Jones requesting the support of the Council, use of the Memorial Park from 4-6 November and for agreement to a Bonfire and Fireworks night on Saturday, 5 November (or possibly 6 November). The Carnival Committee wished to work with the Town Council but have control of the bonfire and fireworks organisation.

Cllr. Wallace raised health and safety issues and requested that the construction and security of the bonfire was considered. Cllr. Jones stated that the Carnival Committee would hire a professional company to carry out both the firework display and the bonfire. Cllr. Battle offered his services in acquiring wood free of charge.

Whilst he was happy to support the Carnival Committee with this venture, Cllr. Farrell had planned to use bonfire night to launch the Memorial Park Phase I refurbishments. He proposed that the Council run a celebration event during the day to complement the Carnival Committee's evening Bonfire Night, with shared marketing. This was seconded by Cllr. Jones and **AGREED** unanimously. Members of the Community and Environment Committee would meet with members of the Carnival Committee in due course.

Cllr. Farrell proposed to allow the Carnival Committee use of the Memorial Park on 6 – 9 July 2017 for the Carnival that year, which was seconded by Cllr. Battle and duly **RESOLVED** unanimously.

## **17 FOOTBALL PITCH CHARGES**

Cllr. Farrell proposed that the football pitch charges be unchanged for stability. The proposal was seconded by Cllr. Battle and **AGREED** unanimously. Cllr. Wallace noted that a small yearly increase to cover the costs of running the football pitches would be better accepted than a large increase after years of no increases.

## **18 FORMAT OF THE ANNUAL TOWN MEETING**

It was stated by Cllr. Farrell that the Annual Town Meeting lacked public participation which was its main purpose. He proposed that if it was arranged on a separate night to the May Town Council ('Mayor Making') meeting, it could attract more community input.

Cllr. Jones and Cllr. Wallace agreed but noted that the public participation should come from groups and societies within the community, not organisations that already have Councillor representation on their committees. Cllr. Jones suggested the two local forum representatives should be added.

Cllrs. Battle and Farrow recommended providing refreshments afterwards (e.g. tea and cake).

Cllr. Battle seconded the proposal and members **AGREED** unanimously to hold the Annual Town Meeting on a separate night to the May Town Council meeting.

## **19 IMPROVEMENTS TO THE OUTDOOR SPACE BY THE COMMUNITY CENTRE**

Members reviewed the report and noted that these improvements were part of the Council's Four Year Plan, for which a £2,000 budget had been agreed.

The committee requested the **Deputy Town Clerk** obtain costs for the following potential provisions:

- Modest planted areas, in addition to flower beds outside of the front door,
- Park benches along the length or at the rear of the open space at the Stanhope Way / Ennersdale Bungalows side,
- 'Burning in' lines for 5 a side football pitch markings and small goal posts and /or a rounders field and /or a hopscotch grid,
- A single full-sized goal post at the side nearest to the Community Centre,
- A flagpole on a cemented stand near the Community Centre and
- Taking down the hedge at the side of the building and installing fencing.

The committee also requested that the repainting of the railings on the ramp in front of the Community Centre building and clearing of the thicket in the area that backs on to Stanhope Way both be carried out from the Council's maintenance budget.

Cllr. Wallace stated that the fencing would use most of the £2,000 budget. She added that because the land was owned by the Grammar School Endowment Foundation, it should be consulted before the work, particularly provision of benches.

## **20 AUDIT OF STREET FURNITURE, BINS AND ELECTRICAL EQUIPMENT**

The Deputy Town Clerk outlined the audit process currently undertaken by the Outdoors staff. Cllr Wallace noted that these audits had previously been carried out by the committee chairman and there had been three operational committees.

Cllr. Battle suggested that benches deemed 'unfit' should have the memorial plaques removed and stored elsewhere in the cemetery. Cllr. Wallace requested that, where possible, the office then contact the family to advise where their bench was to be removed. Cllr. Farrell highlighted that benches could be purchased through the Borough Council's procurement process. Cllr Wallace requested that the Council did not purchase the same style benches as sited by Borough Council. The committee were content with phasing in some new benches from the repairs budget.

Cllr Farrell proposed and Cllr. Jones seconded that yearly audits of grounds equipment, cemetery benches and bins plus PAT approval of electrical equipment continue. This was **AGREED** nem. con.

## **21 PROPOSALS FOR A REGULAR WEEKLY MARKET**

Cllr. Farrell led the discussion on his report explaining that a regular Friday market could draw people onto the High Street, more people into the town and bring different groups and organisations together who were trading in different parts of the town on Friday mornings. He added that Coleshill was an expanding town.

Cllr. Wallace and Cllr. Jones were concerned that there was not enough footfall on the High Street to make this a viable proposal and that Outdoor Services staff might struggle to fit in the putting up and taking down of Love Coleshill's stalls. Members also raised the issue of not wanting to upset current shop holders on the High Street who might lose trade to the market.

Cllr. Farrow suggested a Saturday or Sunday market instead of Fridays and concentrating on 'niche' markets, like the French Market.

As there was no second for a regular Friday market, the idea was not progressed.

## **22 REPORT ON ALLOTMENT PROVISION**

The Committee **NOTED** the report.

Cllr. Wallace gave her thanks for the work that had been carried out by the Records Clerk and requested that the charges for allotment rent were reviewed next year.

## **23 PURCHASE OF PLANTERS FOR TOWN COUNCIL GROUNDS**

There had been a recent approach from RC Smith Plants which had a variety of flower displays in assorted shaped containers and figures which were offered at a reduced price at this stage of the season.

Cllr. Wallace saw this provision as a positive step to draw people into Coleshill town centre. Cllr Jones raised concerns about the additional staff hours needed for the upkeep and watering. The Deputy Town Clerk passed on the advice from the supplier that there would be minimal weeding and, as the planters contain reservoirs, they only needed topping up once/twice weekly.

Councillors unanimously **AGREED** that the **Deputy Town Clerk** should progress the purchase of a large horse (Cole Bridge area), a bookworm (for near the library) and up to four hanging baskets (e.g. for Town Hall). In addition, heathers should be considered for the turning circle at the cemetery. The three-tier planters might be an option for 2017 near the pavilion, once the work there has been completed.

Cllr. Jones requested that Coleshill in Bloom be consulted prior to purchasing items to see if it could assist with the supply.

There being no further business, the Chairman closed the meeting at 9.55 p.m.

.....  
Chairman