

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

14 DECEMBER 2016 IN THE HUDSON ROOM AT THE TOWN HALL

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

35. APOLOGIES

Apologies were given by Cllr. Taylor.

36. DECLARATIONS OF INTEREST

None were declared.

37. PREVIOUS MINUTES

The minutes of the meeting held on 26 October were proposed by Cllr. Richardson, seconded by Cllr. Mason and **ACCEPTED** without amendment.

38. YOUTH COUNCIL UPDATE

The Chairman gave some background that a cluster of primary schools had formed which wanted to run a youth council involving students from Coleshill but also its surrounding villages. The Town Clerk had recently been advised that the Coleshill School and its head teacher had no desire to run a youth council for secondary school students only and it was to join the cluster.

Coleshill Town Council's youth council's opening had been based on the success that Castle Bromwich Parish Council had in forming one with Park Hall School. It was **AGREED** that the **Town Clerk** should contact Castle Bromwich Parish Council for any guidance in how they had achieved the arrangements with its senior school.

39. ROOM HIRE CHARGES

Liaison had taken place between the Chairman, Cllr. Taylor and the Administration Manager and it was clear that there were a majority of hire charges made were not consistent with the charging schedule.

The Chairman stressed it was as important to provide good community venues and events as it was to generate income and that there should be limited disruption to users from any changes. She was proposing that the rates be unchanged but members had a consensus view that:

- The Voluntary Body and Resident rates were to be combined so there was then only a distinction from a higher Commercial /Non-residential rate.
- Any hirer booking 8 sessions at one time (including the regular hirers) would receive a 20% discount on the normal rate.
- All new rate arrangements to be effective from April 2017 so that hirers could be advised of the changes in January.
- 2 hour minimum hires be the standard but 1 hour hires to be allowed at the discretion of the Town Hall office.
- Saturday hourly hire rates for Fifield Hall to be reduced to £25 and £50 (on the new 2-level charging system).

The 20% discount was suggested to help bridge hirers from current to planned charging levels. The 20% figure might be reviewed over time to reduce the bridging support over time.

40. **COMMUNITY CENTRE INTERNAL STORAGE**

The Town Clerk had circulated a number of suggestions from decorators who had visited the centre to give advice. The committee wanted, in the first instance, an indicative cost for reusing three of the rooms as follows:

- Existing men's and ladies' toilets – to be knocked through to create one bigger kitchen.
- Existing kitchen – to be reused as a ladies' or men's toilets (including easy access).
- Existing easy access kitchen toilet– to be reused as the other gender toilets (including easy access).

If the costs for the above proved prohibitive, members **AGREED** the purchase of a 500 ml oven to go where the central storage unit was in the existing kitchen and the further provision of an additional wall-mounted cupboard.

As regards additional storage, the committee **RESOLVED** for the Administration Manager to progress the subdividing the Caretaker's Store into two separate rooms with separate doors and acquire some low-level storage units to the Mill Room wall on the opposite side to the fire exit.

41. **HEATING SYSTEM FOR THE COMMUNITY CENTRE**

The committee **AGREED** to take the advice of a local plumber who had recommended the following improvements to the Mill Room heating:

- a. Replacing the current 'fin' type with conventional design double radiators, especially as the Mill Room was predominantly booked by adult hirers. The costs for this work would be around £450, including the radiators and
- b. To fit a "magni-filter" device for three months to act as a magnet over the flow, filtering out any metallic rust or other particles in the system. This was to cost £150 to buy and fit and then a further £40 to remove after the three months.

42. **USE OF TOWN HALL AS A DEMENTIA FRIENDLY VENUE**

Warwickshire County Council's Localities and Communities officer had visited to assess the Town Hall with a view to making it a Dementia Friendly venue. There were a number of suggested signage and colour-related suggestions for consideration but these were advisory rather than compulsory for the venue to be used by a dementia group.

Members did not support the idea of painting any portion of the front step. However, as far as the general signage and colour-related suggestions, the committee **AGREED** to delegate to the Administration Manager that work be undertaken by outside services staff on 'wet weather days'.

Confidential items 43 and 44 were considered in private and the meeting concluded at 8.35 p.m.

.....
Chairman