

Minutes of a meeting of the **COMMUNITY & ENVIRONMENT COMMITTEE** of
Coleshill Town Council held in the Town Hall, High Street, Coleshill on Wednesday 11
October 2017.

PRESENT: Councillor Farrell in the Chair
Councillors: Battle and Farrow

28 APOLOGIES

Apologies were received Cllrs. Gibbs and Wallace.

29 DECLARATIONS OF INTEREST

None were declared.

30 PREVIOUS MINUTES

The minutes of the 26 July meeting were proposed by Cllr. Battle, seconded by Cllr. Farrow and **AGREED** unanimously.

31 COMMISSIONING WORKS TO TREES - CEMETERY AND MEMORIAL PARK

The **Deputy Town Clerk** had provided a report outlining issues with trees located within the Cemetery and Memorial Park.

In particular a tree survey had been performed on the horse chestnut tree at the Parkfield Road entrance to Memorial Park. The survey outlined problems with the tree recommending either further sonar analysis or the complete removal of the tree. Councillors discussed the sensitive nature of the matter, the tree being a particularly fine example within the park boundary.

Cllr. Battle proposed that the sonar study be carried out, which was seconded by Cllr. Farrow and **AGREED** unanimously.

On the general matter of conducting tree surveys on specimens belonging to the Council, Cllr. Farrell proposed that some surveying should be carried out this financial year with the remainder being built into the budget for 2018/19. This was seconded by Cllr. Farrow and **AGREED** unanimously.

32 SIGNAGE - IMPROVEMENTS TO MEMORIAL PARK (PHASE II)

The Council had agreed to provide signage as part of the Improvements to Memorial Park Project (Phase II).

Members felt that despite the Council having set a style and colour precedent for their current town signage, that which was to be provided within the Memorial Park should be more in keeping with the leisure surroundings of a park.

The **Town Clerk** drew Councillor's attention to the healthy balance of the budget for IMP Phase II due to the savings made on the cost of the driveway.

Cllr. Farrell proposed that the **Deputy Town Clerk** follow up the rough quotations of the following:

Memorial Park entrance:	wooden slatted sign
Parkfield Road entrance:	lectern and map
Parkfield Road/Park Road entrance:	lectern
Pavilion:	glass fronted case
Lampposts:	small metal signs

In addition, for the Cemetery, members felt that a new entrance sign should be in keeping with Coleshill Town Council's current signage and requested that delegated authority be given to the committee Chairman and Vice Chairman. This was proposed by Cllr. Farrell, seconded by Cllr Battle and **RESOLVED** unanimously.

Cllr. Farrell stated that the Town Council were keen to have a sign on the Maxstoke Lane entrance as requested by the Tennis Club. However, this was deferred until the question of lane ownership had been finalised.

33 ANNUAL POLICY ON COMMUNITY ENGAGEMENT

A draft policy had been produced by the **Town Clerk**.

Members felt that the support that the Town Council officers gave to events such as the Star Awards and the Annual Town Meeting was instrumental in adding a professional quality to these occasions. Likewise, the support given to the Mayoral events by the office staff was seen as being very beneficial to the stature of the civic role.

Cllr. Farrell thanked the Town Clerk for the report. Cllr. Battle proposed to adopt the policy and this was seconded by Cllr. Farrow and **AGREED** unanimously.

34 ALLOTMENTS MAINTENANCE AND PLOT ALLOCATION

A report from the **Deputy Town Clerk** had outlined the benefits to the Council of putting a number of vacant allotments 'to bed' for the winter.

Cllr. Battle proposed that all suggestions within the report be actioned by the **Deputy Town Clerk** and the grounds team. This was seconded by Cllr. Farrow and **AGREED** unanimously.

35 COMMUNICATIONS WITH RESIDENTS VISITING THE CEMETERY

The reported drafted by the **Deputy Town Clerk** described the means by which the Council was able to communicate with family members in relation to the deceased at the cemetery.

It was **RESOLVED** to note the report.

36 DOG AGILITY PROVISIONS - MEMORIAL PARK (PHASE II)

The Council had agreed to provide facilities for a dog agility area as part of the Improvements to Memorial Park Project (Phase II).

After discussion, members decided to defer the decision until further research had been carried out. The Deputy Town Clerk was to research more of the benefits and designs of dog agility areas elsewhere.

There being no further business, the Chairman closed the meeting at 7.38 p.m.

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Chairman