

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

13 JUNE 2018 IN THE HUDSON ROOM AT THE TOWN HALL

Present: Cllrs. Wootton (in the Chair)
Cllr. Breeze, Mason, Richardson and Symonds

In attendance: Cllr. Wallace

1. **APOLOGIES**

There were no apologies received.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **APPOINTMENT OF VICE CHAIRMAN**

Cllr. Symonds was proposed for the position by Cllr. Wootton, seconded by Cllr. Richardson and this was **AGREED** unanimously.

4. **TREE AT ENNERSDALE GREEN**

A couple of years ago, a resident of Stanhope Way, contacted the Council regarding a tree overhanging her garden along the back border of Ennersdale Green (near the Community Centre). A tree expert was asked to significantly reduce the crown of the tree and also reduce the overhang by making that side or a lesser volume without making it look amiss.

With another couple of year's growth, the resident was now demanding that tree was removed as the bird mess was destroying her child's toys.

Members were reluctant to have it removed and preferred that it was significantly cut back by a tree expert as the tree was healthy and predated the house by a number of decades. It was **AGREED** unanimously to have the cuts back but that the **Town Clerk** should first check with the Grammar School Trust (landowner) whether it was agreeable and also whether it was responsible for the cost.

5. **DOUBLE GLAZING OF THE TOWN HALL WINDOWS**

Members had requested double-glazing quotations for the Town Hall which maintained its leaded window character with frosted lower panels. It had been difficult to source 3 identical quotes in wood as this was a specialist project with few suppliers.

A report had been produced which offered a choice of one supplier each for steel, plastic or wooden replacement windows.

The view of members was a wood solution from FMC Products Limited was preferred as the best like for like replacement for the current appearances, that purchase from this company was to be recommended to the Town Council meeting. As the £36,582.43 (including VAT) was below the £50,000 figure budgeted, the **Deputy Town Clerk /Process Coordinator** were authorised to seek additional purchases than the original specification of sites, up to the budget allowance. The additional windows were the side window near to the Caretaker's porch, the entry to the Sumner Road rented premises

and the window nearest to the Colehaven entrance. This was proposed by Cllr. Richardson, seconded by Cllr. Breeze and this was **AGREED** unanimously.

The order needed placing to allow completion of the works before the winter with the least possible disruption to hirers. Dr. Megan Davies, Process Coordinator, was commended for the way she had sourced the suppliers and quotations, given that this was a specialist area.

6. **EASY ACCESS ROUNDABOUT AT MEMORIAL PARK**

The easy access roundabout on Memorial Park was incorrectly installed and has been a maintenance issue for some time, with regular spends including work to the bearings and hand rails.

On the 22 November 2017 the Community and Environment Committee requested that the Deputy Town Clerk compile quotes for the removal of the current roundabout and the installation of a new one. Quotations were received from Jack Moody Landscaping, GB Sports and Sutcliffe Play.

After considering the quotations, members felt that Sutcliffe Play offered a truly inclusive design and their representative appeared to offer a good advisory and support service. It was proposed by Cllr. Symonds, seconded by Cllr. Breeze and **RESOLVED** unanimously that the **Deputy Town Clerk** should place the order with Sutcliffe Play for the SIR000/001 hoverboard model with the sight-aiding colour fleck (cost of £11,220). The **Deputy Town Clerk** would also arrange for the Outdoors Staff to pave the lead up to the area. It was noted that the committee was to recommend to full Town Council that the expenditure be from reserves. There had been an underspend of over £15,000 in the 17/18 accounts.

7. **BENCH STYLES IN THE COLESHILL TOWN CEMETERY**

At the Community and Environment Committee meeting of 2nd February 2018, it was agreed to have a 'standard' bench within the Cemetery. The committee also agreed to the installation of a bespoke bench which had been gifted to the family of someone who had recently been interred into the Cemetery.

The Deputy Town Clerk had now received a request from a family who wanted to have a 'non-standard' bench installed and consideration of either a 'Polyboard' bench made of recycled plastic or a cast iron one.

Cllr. Breeze and Symonds proposed and seconded that the committee should reiterate its policy that only the standard bench would be allowed. This was **RESOLVED** nem. con.

Item 8 was discussed in the confidential section of the agenda and this meeting closed at 8.15 p.m.

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Chairman