

Coleshill Town Council

Meeting of the **COLESHILL TOWN COUNCIL** held in the Old Courtroom, Town Hall, High Street, Coleshill on **WEDNESDAY, 16 MAY 2018** at 7:00 p.m.

PRESENT: - Cllr. Battle, Town Mayor, in the Chair.

Councillors: -, Breeze, Farrell, Farrow, Mason, Richardson, Symonds, Wallace and Wootton.

18/1 APOLOGIES

Apologies were received from Cllr. Gibbs.

18/2 DECLARATION OF INTERESTS

There were no interests declared.

18/3 ELECTION OF MAYOR FOR THE ENSUING YEAR

Cllr. Battle was proposed as Mayor by Cllr. Symonds, seconded Cllr. Wallace and **RE-ELECTED** unanimously. The proposer stated that Cllr. Battle had been at the centre of the community and had a number of successful charity events. The seconder highlighted how respect for the town had been gained by the pleasant way in which he had carried the role.

The re-elected member gave thanks for his proposer's and seconder's kind words and outlined how the year had been both exciting and an honour. There had been a number of enjoyable events, including Battle on the Croft, Coleshill Rocks, the carnival and bonfire, Christmas Lights and St. George's Parade. £3,430 had been raised in charity monies. Most was to go to the Woodlands School for its two projects involving improvements to the sensory room but there was also £530 to be provided to the Coleshill Scouts unit and a further £600 to support the efforts of the Coleshill Remembers group.

The Council officers were thanked for their assistance, as was his wife Jayne, who was continue as Mayor's Consort for the year.

18/4 ELECTION OF DEPUTY MAYOR FOR THE ENSUING YEAR

It was proposed that Cllr. Richardson to be appointed to the Deputy Mayor role for the forthcoming year, by Cllr. Farrell. He highlighted that Cllr. Richardson had already successfully attended a number of events outside Coleshill to represent the town.

This nomination was seconded by Cllr. Wootton, who concurred with the proposer's views. He was duly **ELECTED** unanimously.

The Deputy Mayor said he would be keen to serve in the role.

18/5 ANNOUNCEMENT OF SERGEANT AT ARMS FOR THE ENSUING YEAR

The Mayor was pleased to continue with an appointment of Mr. Simon Toon in the Sergeant at Arms position, a role which Mr. Simon Toon was happy to continue to perform.

18/6 APPOINTMENT OF STANDING COMMITTEES

There was a composite proposal on committee composition suggested by Cllr. Farrell which Cllr. Wallace was prepared to support. This was that the groupings of members for the stayed the same, to be as follows:

Community & Partnerships Committee

Cllrs. Battle, Farrell, Farrow, Gibbs and Wallace (5).

Procedures and Amenities Committee

Cllrs. Breeze, Mason, Richardson, Symonds and Wootton (5).

Planning Committee

Cllrs. Battle, Breeze, Farrow, Richardson, Symonds and Wootton (6).

The vote was then unanimously **AGREED**.

18/7 APPOINTMENT OF CHAIRMEN OF STANDING COMMITTEES

These were **RESOLVED** unanimously, as follows:

Community & Environment Committee

Cllr. Farrell - proposed by Cllr. Farrow and seconded by Cllr. Richardson.

Resources and Amenities Committee

Cllr. Wootton - proposed by Cllr. Symonds and seconded by Cllr. Breeze.

Planning Committee

Cllr. Richardson - proposed by Cllr. Farrell and seconded by Cllr. Farrow.

18/8 APPOINTMENTS TO OUTSIDE BODIES

There was also a composite proposal for the majority of representations on outside bodies from Cllr. Farrell, seconded Cllr. Richardson. There was, separately, a proposal from Cllr. Richardson, seconded by Cllr. Symonds that Cllr. Wallace replaced Mr. Dave Simkin on two bodies so the full summary was as below:

Grammar School Endowment Foundation	Cllrs. Farrell and Wootton
Simon Lord Digby Trust	Dave Simkin
Patient Reference Group	Dave Simkin
North Warwickshire Citizens' Advice Bureau	Cllr. Breeze
Coleshill Town Band	Bill Richards
Coleshill in Bloom	Cllr. Symonds
Coleshill Parish Trust Fund	Cllr. Richardson, Cllr. Symonds & Mr. P. Buckingham
Love Coleshill	Cllr. Mason
WALC Representative	Cllr. Symonds

The proposal was voted for en bloc and **CARRIED** unanimously.

18/9 **MINUTES OF THE MEETING HELD 28 MARCH 2018**

The reference to Mayoress should state Mayor's Consort. With that amendment, the minutes were proposed to be adopted by Cllr. Wallace, seconded by Cllr. Breeze and **ACCEPTED** nem. con.

18/10 **PARTICIPATION OF THE PUBLIC**

There was a congratulation of the Mayor by Ms. Wendy Jones. She added that the list of mayoral supported occasions should have included the visit on Christmas Day 2017 to the retirement homes, which had been most appreciatively received.

18/11 **TO APPROVE THE PREVIOUS MINUTES**

The minutes of the Planning Committee meetings of 4 April and 5 May were proposed by Cllr. Breeze and seconded by Cllr. Farrow and unanimously **AGREED** to be adopted.

18/12 **RECEIPT OF FINANCIAL REPORTS FOR QUARTER 4, 2017/18**

A number of queries were raised. Countrywide Services did have an arboricultural service. The buffet provided for the Hub had been for volunteers who were servicing the groups and the cost was a good deal less than the income into the Hub. The recent payments to Moore Environment and Jack Moody Limited were the last ones as part of Improvements to Memorial Park II.

The Mayor answered the question on the Christmas Card purchase. These had been paid for out of the Mayor's Hospitality budget head and had been agreed because of the increased stature of the Authority and the fact that so many quality cards had been received from neighbouring civic offices.

18/13 **CONSIDERATION OF CIVIC OFFICE ALLOWANCES**

In setting the budget for 18/19, an updated figure of £2,000 was included for civic allowances. With this increased fund available to allocate, it was possible to look at the recent experience in the operation of the Town Council's civic roles.

Cllr. Farrell believed that it was important that the personal cost of performing the role of the Mayor or Deputy Mayor roles adequately should not be a barrier to doing them. He then proposed figures of £1,500 for the Mayor and £250 for the Deputy Mayor and Sergeant at Arms roles. This was seconded by Cllr. Symonds, who added that the allowances should be regularly reviewed to keep up to date with costs.

The vote was taken and it was **RESOLVED** unanimously.

18/14 **SERVICE RELATED HOLIDAY ENTITLEMENT**

It had been agreed by Town Council that, where there was an absence of any HR policy, it would adopt the

In relation to Town Council holiday entitlement, for the last 5 years, new staff have been recruited using an offer letter which refers to 4 weeks of holiday entitlement and these offer letters have all been signed and returned as agreed. However, as some members of staff, having recently reached 5 years of continuous service, asked about the Borough Council policy of additional days of entitlement (e.g. 25 days for 5 years' service for up to Spinal Point 21, 26 days for Point 22 – 28).

Cllr. Farrell did not feel comfortable amending Town Council terms and conditions at this stage, when it had agreed that

18/15 **GENERAL DATA PROTECTION REGULATIONS**

In setting the budget for 18/19, an updated figure of £2,000 was included for civic allowances. With this increased fund available to allocate, it was possible to look at the recent experience in the operation of the Town Council's civic roles.

Cllr. Farrell

18/16 **TOWN CLERK REPORTS**

The Town Clerk had been advised that the Daw Mill Inquiry had now been completed (officially adjourned after a legal representative had become ill) apart from closing submissions which were to be made in writing. There was no known timescale for the Planning Inspector to write her report although it was thought to be imminent.

The meeting closed at 8:10 p.m.



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Town Mayor