

Coleshill Town Council

Meeting of the **COLESHILL TOWN COUNCIL** held in the Old Courtroom, Town Hall, High Street, Coleshill on **WEDNESDAY, 20 JUNE 2018** at 7:00 p.m.

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

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

18/17 APOLOGIES

Apologies were received from Cllr. Wootton.

18/18 DECLARATION OF INTERESTS

There were no interests declared.

18/19 MINUTES OF THE MEETING HELD 16 MAY 2018

On 18/8, the Grammar School Endowment Foundation representatives should read Cllrs. Symonds and Wootton and the representative for both the Simon Lord Digby Trust and the Patient Reference Group should have been Cllr. Wallace.

18/14 was referring to staff holiday entitlement. The first sentence should have finished "it would adopt the Borough policy" and the last paragraph should have ended "when it had agreed that Borough HR policy would be used where the Town Council did not have an agreed equivalent".

GDPR was the subject of minute 18/15, which should have stated that "Parish Councils were to have exemption from the need to engage an independent Data Protection Officer". Corrected spellings of Serjeant (18/5) and imminent (18/6) were required.

The minutes were then **ADOPTED** unanimously as amended, after proposal by Cllr. Symonds and seconding by Cllr. Farrell.

18/20 COMMUNICATIONS FROM THE TOWN MAYOR

Although it had been a quiet civic period for the Mayor, he had visited the Woodlands School, the main charity beneficiary from his 2017/18 year, and he had presented a cheque towards its sensory room project. In return, the school had presented him with a silver platter which was now featured in the Town Hall display cabinet.

Other cheques presented were £530 to Coleshill Scouts to assist with current projects and also £600 to Coleshill Remembers for a project in the future, starting a fund designed around combined commemorative displays for all of Coleshill's fallen.

18/21 PARTICIPATION OF THE PUBLIC

Cllr. Reilly was attending on behalf of Cllr. Hayfield as well as himself.

He had been active in inviting parish chairmen and vice chairmen to a meeting on 10 July with the Police and Crime Commissioner. There had been meetings with Tame Valley Wetlands and the Town Clerk on possibilities for paths maintenance. He was liaising with the HS2 Action Group, which was seeking bridge and viaduct appearance improvements. HS2 construction was targeted to start in the area at the end of 2019.

In relation to parking matters, Cllr. Reilly was seeking better arrangements at Roman Way and Temple Way and was pushing for County Council support to progress the transfer (decriminalisation) of parking control from the police to the Borough Council.

On the Safer Roads programme, Cllr. Reilly hoped a planned school crossing would save parents from needing to drop and pick up children from within the High Meadow school gates. He also advised of his and Cllr. Hayfield's £6,000 community grants scheme had been opened for applications. He agreed to take up issues of nettles on the bank of the river in Cole End Park, the squeaking gate to Old Mill Road play park and the worn give way paint on the Coleshill Heath Road.

18/22 TO APPROVE THE PREVIOUS MINUTES

On the minutes of the Community and Partnerships Committee of 23 May, item 8, paragraph 3 should read "would lose fund raising opportunities". With that amendment, they were proposed by Cllr. Farrell and seconded by Cllr. Farrow and unanimously **AGREED** to be adopted. As a matter arising, Cllr. Farrell reported that a site meeting had taken place between the three local authorities to agree to jointly fund the repairs to the unadopted side of Chamberlain Walk.

The minutes of the Planning Committee meetings of 6 June were proposed by Cllr. Breeze and seconded by Cllr. Symonds and unanimously **ADOPTED**.

Within the minutes of Procedures and Amenities Committee, there was a recommendation to purchase an easy access roundabout. It was noted that there would be an overspend in 18/19 budget but that the IMP II budget had been underspent in 17/18. These minutes were proposed by Cllr. Symonds, seconded by Cllr. Farrell and **AGREED** unanimously.

18/23 INTERNAL AUDIT REPORT AND ANNUAL GOVERNANCE STATEMENT

Ms. Diane Malley, Internal Auditor, has completed her Annual Internal Audit and report. Members noted the report and accompanying letter. Cllrs. Farrell and Richardson proposed and seconded that the Mayor be authorised to sign the Annual Governance Statement which was **AGREED** unanimously.

18/24 ACCOUNTING STATEMENTS 17/18 FOR AUDIT

The Council's external auditor for 2017/18 was to be PFK Littlejohn and there were a number of financial documents to be sent by 2 July. One of these was the Accounting Statement for 17/18 accounts and members **AUTHORISED** the Mayor to sign the Statement, as proposed by Cllr. Richardson and seconded by Cllr. Symonds.

18/25 USE OF THE ROOMS IN THE TOWN HALL

The Town Clerk had provided a report based on two tenants seeking changes to their arrangements. The main recommendations were to allow SGLS Ltd to use a bigger

room for hire upstairs and to move the Community Hub downstairs into the 2 main rooms shortly to be available and accessible from the Sumner Road entrance.

Cllr. Farrell highlighted the benefits of access to the Community Hub without the need for stairs, of three rooms for hire upstairs and the potential to support a tourism offer and the High Street Improvement project from Sumner Road. The office moves were proposed by Cllr. Symonds, seconded by Cllr. Breeze and **AGREED** nem. con.

There was discussion about whether the storage room could be partly or fully emptied. A part clearance would allow access from the Sumner Road entrance through to the Green Room, when hirers wanted to do so.

18/26 **FORWARD PLANNED MAYORAL EVENTS**

The Mayor had been able to forward plan a variety of charity events to support the official ones of the Remembrance Parade and Service (11 November) and Civic Service (7 April 2019 at Sacred Heart & St Teresa R.C. Church).

On Saturday 18th August 2018, there would be a Clay Shoot at Lea Marston Clay Shooting Ground and on Friday 19th October 2018 an "At Home with the Mayor's Consort" at the Town Hall, with musical entertainment.

A first Coleshill Arts Weekend was planned for 15 – 17 March 2019. This was to be a full weekend of arts based events:

- Bear Paw Film Night on Friday 15th March,
- Mayor's Charity Band Concert featuring Coleshill Town Band on Saturday 16th March
- Pop music night on Sunday 17th March.

18/27 **ALE TASTERS**

The Mayor planned to continue the re-enactment of the position of Ale Tasters for a charity fund raising event in 2018. This was in reference to Coleshill's Court Leet era, when held (circa 1284 /85 origins) by John de Clinton making such appointments.

The Mayor's visits to the 9 pubs in the town were to take place, in costume, on 14 September with 4 Ale Tasters to be:

- Martin Bromage
- Luke Hunderby
- John Naughton
- Ray Richardson

There were possibly to be two other vacant positions to be filled.

18/28 **TOWN CLERK REPORTS**

Ms. Zoe Hillcox and Ms. Helen Whittaker were to undertake a morning of GDPR training in the next month.

Collapsible bollards had been installed in the entrance to the Memorial Park which could be raised when travellers were on the move. The **Town Clerk** was asked to look at elected member key ownership as well as members of staff.

The assistance of Coleshill in Bloom in watering of planters during the summer weeks had commenced from 19 June and would be on a weekly basis until September.

A discussion on the Grants Scheme and Coleshill Star Awards took place in closed session.

The meeting closed at 9:45 p.m.



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Town Mayor