

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

12 JUNE 2019 IN THE HUDSON ROOM AT THE TOWN HALL

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**Present:** Cllr. C. Symonds (in the Chair)  
Cllrs. Battle, Sparkes and P. Symonds

1. **APOLOGIES**

There were apologies received from Cllr. Wallace.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **PREVIOUS MINUTES**

The minutes of the 12 March meeting were proposed by Cllr. Battle and **ACCEPTED** unanimously as a true record, without amendment, as per the 22 May Town Council meeting adoption.

4. **FOUR-YEAR ACTION PLAN**

The Town Clerk and Deputy Town Clerk had revisited the previous four-year Action Plan, refreshed some task descriptors and changed some frequencies of review. Some new items had been added, where known policies were in place.

Members wanted to see the Action Plan during their four-year term, indicating what had been completed (e.g. at a two-year stage). The plan was proposed by Cllr. Battle, seconded by Cllr. P. Symonds and **ADOPTED** unanimously.

5. **TREE OFFICER'S REPORT**

A report produced by the Deputy Town Clerk had been referred back from full Town Council to this committee. It detailed land at Green Lane, Memorial Park and Ennersdale Green (the land near the Community Centre) where a large number of trees had become diseased and were necessary to be removed.

Members were keen to see a variety of replacement species rather than only cherry trees and that these were planted by Council Outdoor Staff against a tree officer's advised schedule. There was also support to the idea of planting the commemorative oak tree within the Memorial Park. If it was planted on the banking below the tennis courts (close to where the two poplars were due removal but nearer to Wheatley Grange), the oak could draw water from the suspected natural spring nearby.

The Chairman was able to give delegated authority to the Town Clerk to spend the £3,500, as per the quotation from Green's Tree Services to undertake all identified removals. All of the above were proposed by Cllr. Battle, seconded by Cllr. P. Symonds and **RESOLVED** unanimously. The **Chairman** was to communicate her approval in writing.

6. **OUTDOOR EVENT AUTHORITIES**

The Town Clerk's report to the last full Town Council had been referred to this committee for further information. Members were content with the knowledge that, for the Food Festival weekend last year and the one planned for 2019, Carlicious was paying the published hire charge to use the Croft. They were also at ease with the

regular access to the Lantern Parade into the Memorial Park being added to that for the Coleshill Carnival and Bonfire /Fireworks.

The facility for the Chairman (and /or Vice Chairman in liaison) to authorise free trial periods of use of council grounds by commercial operators were also **AGREED** unanimously, as proposed by Cllr. Battle and seconded by Cllr. Sparkes.

7. **PUBLIC GRAVE ARRANGEMENTS**

A specific enquiry from the family of an interred minor had generated some queries in terms of what the Council would allow on a public grave (i.e. one where, potentially, two or more unrelated, non-connected children might have been buried at different times in the past).

In such cases, some principles were necessary to be reiterated as part of the approved cemetery rules. Members were prepared to allow the restoration of any currently located headstone on a public grave but not to permit any new inscriptions or interments therein.

The family recently making enquiries had not been aware that their family member was in a public grave. In view of the upsetting circumstances, as a special concession, an ashes scattering for another relative and a suitable family plaque on the Memorial Wall for a 20 year period was to be offered, free of all usual charges. This composite motion was proposed by Cllr. Battle, seconded by Cllr. P. Symonds and **PASSED** unanimously.

There being no further business, the Chairman closed the meeting at 8:15 p.m.

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Chairman