

Coleshill Town Council

Meeting of the **COLESHILL TOWN COUNCIL** held in the Old Courtroom, Town Hall, High Street, Coleshill on **WEDNESDAY, 13 NOVEMBER 2019** at 7:00 p.m.

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

Councillors: - Clayton, Hammond, Hayfield, Reilly, Sparkes, C. Symonds, P. Symonds and Wallace.

19/50 APOLOGIES

No apologies were received.

19/51 DECLARATION OF INTERESTS

Cllr. Hayfield declared a personal interest in relation to the Procedure and Amenities Committee minutes in that he was a committee member of the Civic Society.

19/52 MINUTES OF THE MEETING HELD 18 SEPTEMBER 2019

The minutes were proposed to be adopted by Cllr. C. Symonds, seconded by Cllr. Hayfield and **ACCEPTED** unanimously. The walk in Memorial Park to look at an oak tree location was set for 23 November.

19/53 MAYOR'S ANNOUNCEMENTS

The Remembrance Day procession and service had been superbly organised and had received positive comments. For Mr. Simon Miesegaes, the High Sheriff of Warwickshire, it had been a highly enjoyable and impressive event and one that was a community support highlight. The **Town Clerk** was asked to send detail of the thank you to the Coleshill Post.

Attention for the Mayor was moving to the Christmas light switch on /late night shop event and the Christmas Fair. The High Sheriff, Mr. Simon Miesegaes, was due to attend and open the Fair, with the Mayor.

There was to be the Mayor's hair cutting for charity on 16 November, with 18 inches of hair sent to the Little Princess Charity to make hair pieces and funds raised going to Mayor's charities for the year. The cut was due to be live streamed as well.

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19/54 PARTICIPATION OF THE PUBLIC

Ms. Sue Kelly, Ms. Wendy Harrison and Mr. Chris Phelan all spoke as representatives of the Coleshill Heritage Rescue Group (CHRG). They were of the opinion that the Council's leading of a HS2 Heritage Partnership Group (HPG) had the effect of excluding the CHRG from discussions and formally requested to be part of it. Cllr. Reilly believed that the CHRG had withdrawn from the project, based on what had been

reported in the Tamworth Herald. Mr. Chris Phelan advised that CHRG had not signed off the project but had asked the Civic Society to assist, partly to help its membership interest. Cllr. Reilly felt the next stage was that he would speak to HS2 Limited.

It was a concern of Mrs. Diane Davies, on behalf of several residents, that the doctor's surgery was struggling to allow enough appointments, was offering phone calls only instead at times but was still taking on additional patients. Cllr. C. Symonds agreed to raise this with the Patient Liaison Group.

Ms. Alison Doyle spoke as a resident near the High Meadow School to say that the temporary classroom was causing noise and disturbance and traffic incidents. There was a lack of enforcement of the measures agreed on removal or repositioning of this classroom. Cllr. Hayfield declared an interest as a Cabinet member of the County Council. Cllr. Reilly pointed out that the Town Council had made its observations as a consultee and could respond to any revised consultation. It was the County Council which should now revisit its plans and enforcement.

19/55 TO APPROVE THE PREVIOUS MINUTES

The minutes of the Planning Committee meetings of 2 and 30 October were proposed by Cllr. Hayfield, seconded by Cllr. C. Symonds and **AGREED** nem. con. The **Town Clerk** was asked to find out why 2018/0578 was classed as Permitted Development when there might have been highways issues.

On the Community & Partnerships Committee minutes of 9 October, there was reference to further discussion necessary on the matter of a road closure for VE Day 75 on 8 May 2020. Cllr. Reilly requested that the Community & Partnerships Committee had the further discussion in the first instance. Minute 22 needed the correct spelling of Gascoigne's and "if more could be made". With these amendments, the minutes were proposed by Cllr. C. Symonds, seconded by Cllr. Hammond and **ACCEPTED** nem. con.

There were errors on spelling to correct on the Procedure & Amenities Committee of 23 October. Minute 21 should refer to "the 18 September meeting", minute 23 to Bena Stuart and 24 to councillors not councillor's. With these changes, the minutes were proposed by Cllr. P. Symonds, seconded by Cllr. Sparkes and **AGREED** nem. con. Cllr. Reilly asked, in relation to the Mayor's Charity Account, whether it was subject to audit control. Cllr. Wallace explained the history of the account and that the previous Town Clerk had said Mayor's charity effort should not create any work for office staff. For Cllr. Reilly, he thought monies given to the civic head of a council should be transparent to the public. He proposed that the operation of this account should be referred back to the Procedure & Amenities Committee, which was seconded by Cllr. P. Symonds and **RESOLVED** nem .con.

19/56 FINANCIAL REPORTS FOR QUARTER 2, 2019/20

The accounting reports to 30 September were presented, showing £355,726.29 in current balances, of which £200,194.00 was in the CCLA Local Authority Property Fund. At the half year, receipts were well over 50% of the budgeted income.

Cllr. Wallace asked why allotment income was low against the budget. This was because most holders paid in October and November and the summary ran to 30 September. She queried the £5,000 in the Youth Club Project. This had been budgeted

in January but not organised this year. The report was **NOTED**, with at the support of Cllrs. P. Symonds and Sparkes.

19/57 RESPONSE FROM THE EXTERNAL AUDITOR – AGAR 2018/19

The External Audit had responded to the Annual Governance and Accountability Return (AGAR) for 18/19, requesting further adjustments for the 19/20 return. The most substantial requirement was to classify the CCLA Local Authority Property Fund as a Box 9 (long term) investment and removed from Boxes 1, 7 and 8 (short term).

For reference, under this arrangement, the current balances as in 19/56 would be reduced to £155,532.29. When this adjustment was made at the 19/20 return, it would need some explanation to residents.

19/58 STAFFING COMMITTEE AND STANDING ORDER CHANGES

The Town Clerk had drafted amendments to the Standing Orders to incorporate the introduction of a Staffing Committee, as agreed at the last Procedure & Amenities Committee. Under 15(d), Cllr. Hayfield proposed that the remit of the Staffing Committee should include “recruitment, dismissal and grievance” as drafted but also “approval of any salary increments and to undertake the annual and interim reviews of the Town Clerk”. This was seconded by Cllr. P. Symonds and **RESOLVED** unanimously.

Cllr. Wallace felt the names of the committees were unhelpful and members might want to consider options. On SO24, she proposed an amendment that members should have a point on the agenda for reporting back from their outside body representations. This was seconded by Cllr. C. Symonds and **AGREED** unanimously. SO30 should also refer to his /her absence and SO31 should say “effectively to be by referendum”.

The matter of an Any Other Business item on the agenda was raised. Cllr. C. Symonds was in favour and Cllr. Reilly against the idea. The Town Clerk advised best practice from NALC and the Good Councillor Guide was to avoid non-descriptive agenda items such as this. Cllrs. Reilly and Sparkes proposed and seconded that this be referred to a working group, which was **AGREED** by 5:3 majority. After discussion, it was felt this should be by the Procedure & Amenities Committee to save any additional need for a meeting, as proposed and seconded by Cllrs. Reilly and Wallace.

19/59 TOWN HALL REPAIRS BUDGET

The Town Clerk has updated members on the various areas of spending at Town Hall. These had been in order to obtain fire regulation compliance, asbestos checks /removal and the boiler in the cellar in need of a separate electrical circuit.

Cllr. Reilly proposed and Cllr. Hayfield seconded that the Town Hall Repairs budget be increased by £18,000 to £25,000 with the movement from reserves. This was **AGREED** unanimously.

19/49 BUDGET SETTING FOR 2020/21

All members were able to submit ideas for the 2020/21 budget by 27 December 2019. The Town Clerk would then plan a meeting with Cllrs. Reilly, C. Symonds, P. Symonds

and the Mayor to “shape” a prioritised list budget. All members could then discuss the budget and precept request at the 22 January 2020 meeting.

19/49 **TOWN CLERK’S REPORT**

The Town Clerk advised that plans were underway for the Christmas Fair on 30 November but member publicity of it was requested.

Rev. Nick Parker had requested use of the Cemetery turning circle to park wedding cars before groups took photographs on the Croft. Members wished for this to be considered by Procedure & Amenities Committee to take account of matters such as confetti on the ground and pictures featuring gravestones in the background.

It was likely that the damp proofing of the Drama Group storeroom might not be necessary. A contractor had recommended a dehumidifier be fitted from there through to the stage. This addition to the under stage panelling had been agreed by the Procedure & Amenities Committee Chairman.

The meeting closed at 8:50 p.m.



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Town Mayor