

# ***Coleshill Town Council***

Meeting of the **COLESHILL TOWN COUNCIL** held on Zoom on **WEDNESDAY, 20 MAY 2020** at 7:00 p.m.

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

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

## **20/01 APOLOGIES**

No apologies were received.

## **20/02 CIVIC APPOINTMENTS**

Civic appointments (Mayor, Deputy Mayor and Sergeant at Arms) were usually made at the Annual Meeting of the City Council in May. Recent Government legislation and associated regulations removed the requirement for an Annual Council meeting to be held and also allow for existing appointments to be carried forward into 2020/21.

Given the current situation regarding COVID-19, the restrictions that were in place as a result and the potential implications for the forthcoming year, the Council discussed that the existing civic appointments be extended until the annual meeting of the Council scheduled for May 2021 or a time earlier than that, if that becomes more practical during the year. This was proposed by Cllr. P. Symonds, seconded by Cllr. Hammond and **RESOLVED** by majority vote.

## **20/03 MAYOR'S ANNOUNCEMENTS**

The last 8 weeks, during the height of the COVID-19 period, had been a tough time for the Mayor, filled with much sadness. On the other hand, his last civic event of the "Night at the Musicals" at the Cameo Suite had been more enjoyable for all concerned.

The Mayor wanted to particularly thank Cllr. C. Symonds and Mrs. Deb Bromage for their efforts in setting up the Angels of Coleshill.

He also announced that his 2019/20 selected charities would be carried forward into 20/21 or until the change of office.

## **20/04 DECLARATION OF INTERESTS**

None were declared.

## **20/05 REVIEW OF DELEGATED AUTHORITY**

From 25 March, while it was not possible to convene a meeting of the Council or any emergency committee because of government directives, the Town Clerk was, by unanimous email or verbal agreement, granted delegated authority to make decisions

on behalf of the Council. A summary of those more significant decisions was emailed for noting as a matter of record.

Cllr. Hayfield proposed and Cllr. Battle seconded that members should formally agree the end of the delegated authority, which was **AGREED** nem. con.

It was view of Cllr. C. Symonds that the planned trial of tables and chairs on St. Peter's Walk should be allowed to continue. Cllr. Reilly was keen to see future discussion of charges for commercial organisations' hiring of the Town Council's outdoor spaces.

#### 20/06 MINUTES OF THE MEETINGS HELD 22 JANUARY AND 26 FEBRUARY

The minutes were of 22 January were proposed to be adopted by Cllr. Battle, seconded by Cllr. Clayton and those of 26 February were proposed by Cllr. Clayton, seconded by Cllr. P. Symonds. Both sets were **ACCEPTED** nem. con.

#### 20/07 COMMITTEE MEMBERSHIP AND OUTSIDE BODY REPRESENTATION

The memberships of Town Council committees, appointments of Chairmen and Vice Chairmen and selection of representative positions to outside bodies were usually decided at Annual Council. It was felt appropriate by Cllr. C. Symonds, given the current situation regarding COVID-19, to propose no alteration to these appointments.

This was duly seconded by Cllr. Wallace and **AGREED** unanimously.

#### 20/08 PARTICIPATION OF THE PUBLIC

There were no members of the public in participation.

#### 20/09 TO APPROVE THE PREVIOUS MINUTES

The minutes of the Planning Committee meetings of 29 January and 26 February were proposed by Cllr. P. Symonds, seconded by Cllr. Clayton and **ADOPTED** nem. con.

There was a need to amend the heading date of the 11 March Procedure & Amenities Committee meeting from 2019 to 2020. With this change, the minutes were proposed by Cllr. C. Symonds, seconded by Cllr. P. Symonds and **AGREED** nem. con.

On the Staffing Committee minutes of 4 March, members thought that these should always be recorded in confidential papers. Cllrs. Reilly and C. Symonds proposed and seconded that these minutes and the policy on openness and would be discussed at the next Staffing Committee meeting. This was **AGREED** nem. con.

#### 20/10 PLANNING COMMITTEE ARRANGEMENTS DURING COVID-19

Although meetings held electronically were now permissible, the complex nature of the issues discussed made a virtual meeting Planning Committee more challenging to operate. However, Cllr. P. Symonds proposed and Cllr. S. Symonds seconded that all Planning Committee meetings should be on line. This was **RESOLVED** unanimously.

#### 20/11 FINANCIAL REPORTS FOR QUARTER 4, 2019/20

The Town Clerk had circulated the Quarter 4 bank reconciliation and transaction reports. The bank reconciliation showed the adjusted bank balances at a £21,240.45 sum. However, this figure did not now include the latest valuation for the CCLA Local Authority Property Fund (£199,179) which had been transferred to the Fixed Assets register, as per the External Auditor instruction on the last audit.

The CCLA Local Authority Property Fund was currently frozen by the provider due to the volatility of the property investment market. It was likely to stay so for a number of months.

#### 20/12 **MEMBER REPORTING ON OUTSIDE BODIES**

Members updated on matters relating to outside bodies where they were the Council's representative.

#### 20/13 **GRANTS SCHEME AND COLESHILL STAR AWARDS 2020**

In the current COVID-19 circumstances it was proposed by Cllr. Wallace and seconded by Cllr. Clayton that the Coleshill Star Awards and Grants Scheme be cancelled for 2020. This was **RESOLVED** unanimously.

#### 20/14 **MEMBER ABSENCE**

S85(1) of the Local Government Act 1972 stated that if a member of the Council did not attend a meeting for a period of six months, they automatically ceased to become a member unless the Council had resolved that the member could be absent for this extended period; the resolution had to be made before the relevant member had been absent for six months, and not decided retrospectively.

In view of the current uncertain circumstances, Cllr. C. Symonds and Cllr. Battle seconded that the Council should grant a blanket dispensation in this matter to expire by resolution of the Council to that effect or following the Annual Meeting of the Council scheduled for May 2021, whichever was the sooner. After discussion, this was **RESOLVED** by majority vote.

#### 20/15 **CALENDAR OF MEETING DATES 20/21**

Cllr. Wallace proposed that the previous meeting cancellations were approved but that all future 20/21 meeting dates should be reinstated as per the scheduled calendar of dates. This was seconded by Cllr. C. Symonds and **AGREED** unanimously.

#### 20/16 **MATTERS FOR FUTURE DISCUSSION**

The Procedures & Amenities Committee of 11 March had discussed adding "Matters for Future Discussion Relevant to this Committee" to agendas. To was necessary to add 16(f) to Standing Orders:

16 (f) All Committees are to have an agenda item entitled "Matters for Future Discussion Relevant to this Committee." This will be to agree additional agenda items for a subsequent meeting of that committee but will not allow discussion of detail at the point of such agreement.

This was proposed by Cllr. C. Symonds, seconded by Cllr. Sparkes and **AGREED** nem. con.

20/17 **TOWN CLERK'S REPORT**

A recent Government-announced relaxation of the COVID-19 lockdown guidance was that tennis was allowed to be played. The level of telephone calls about booking procedures since the announcement had been at a high level and the courts had been in continuous use.

The Food Festival 2020 had been cancelled but a booking for 10 & 11 July 2021 had been agreed. There were no clashes with any planned weddings at the St. Peter & St. Pauls Church.

There being no other business, the Town Mayor closed the meeting at 8.55 p.m.



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Town Mayor