

Minutes of a meeting of the **COMMUNITY & PARTNERSHIPS COMMITTEE** of Coleshill Town Council held on Zoom on Wednesday 17 February 2021.

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PRESENT: Councillor Hammond in the Chair  
Councillors: Clayton and Richardson  
Also present: Cllr. Battle (part) and Cllr. Wallace.

### **28 APOLOGIES**

There were apologies from Cllrs. Hayfield and Reilly.

### **29 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **30 PREVIOUS MINUTES**

The minutes of 18 November were proposed by Cllr. Clayton, seconded by Cllr. Richardson and **AGREED** for accuracy, unanimously.

### **31 MEMORIAL PARK TENNIS SAFEGUARDING POLICY**

A draft policy had been previously circulated as the LTA had requested a policy needed to be in place to use the ClubSpark website. Members **RESOLVED**, by majority vote, that the document be revised by the Town Clerk and returned to a future Community & Partnerships Committee. There were concerns regarding the use of 'club' rather than 'Council' and references to 'Welfare Officer'. However, it was noted that the Community and Partnerships Manager had attended the LTA training session.

It was also suggested that the LTA be asked for a template policy based on a council /municipal provision of tennis facilities as the circulated one was based on privately-run venues.

### **32 MEMORIAL PARK TENNIS DIVERSITY & INCLUSION POLICY**

A draft policy had been previously circulated as the LTA had requested a policy needed to be in place to use the ClubSpark website. It was remarked, in addition to the above, that references to the accredited officials and public events were not relevant. Members **RESOLVED** as with minute 31.

### **33 GENERAL COUNCIL AND HUB PREMISES SAFEGUARDING POLICY**

A draft policy had been previously circulated in order to introduce a general policy at the same time as tennis facility was addressed. For consistency, members **RESOLVED** as with minute 31.

### **34 DBS /CRB CHECKS**

The Disclosure and Barring Service (DBS) checks had replaced the Criminal Record Bureau (CRB) checks via the Independent Safeguarding Authority. There was no policy on whether staff or Hub volunteers should have to have DBS assessments. Only the Community and Partnerships Manager had undergone a check in relation to the Council roles, as these were job-specific.

The consensus view was that these checks would be expensive for all Hub volunteers as there could be as many as 20 volunteers and assessments cost £23 each.

It was **AGREED**, in principle, that DBS checks should take place for all Council staff but that applications should be commenced at a time when the level of bookings returned (post Covid-19 restrictions) in future months.

### **35 BLEF APPLICATIONS – VERBAL UPDATE**

It had been hoped that Cllrs. Hayfield, Reilly and C. Symonds might provide verbal updates to the meeting, particularly on car parking opportunities. As none of these members were present, the matter was not discussed.

### **36 MEMORAIL PARK BOUNDARY WITH FORMER LEISURE CENTRE**

The former leisure centre land adjoining the Memorial Park is now owned by a housing developer. That company had asked for confirmation of the boundary arrangements.

The matter had been considered by the Planning Committee but referred to this one to give its views. There were two concerns highlighted, which referred to some FE numbered markings on a plan provided by the developer.

#### Southern border (shown by the FE1 to FE4 point markings)

Members questioned whether this should be a straight-line border running along the direction of FE1 to FE2, rather than a more curved line to reach FE4.

#### Eastern border (shown by the line going through FE5 marking)

Members wondered whether a border fence at the drive entrance might indicate the historic and correct line to this border. As the entrance area was overgrown with ivy and other foliage, the Town Clerk was to arrange to see if a border line could be revealed by this being cleared.

A formal site visit, with current Lockdown restrictions was difficult, so it was suggested that as many members as possible should site visit by Wednesday 24 February to examine these two issues and provide some direction.

There was also some discussion that it might, subsequently, be necessary to employ a land surveyor to assess the correct border lines to be negotiated with the developer.

### **37 MATTERS FOR FUTURE DISCUSSION**

None.

There being no further business, the Chairman closed the meeting at 8.40 p.m.

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Chairman