

Coleshill Town Council

Meeting of the **COLESHILL TOWN COUNCIL** held on Zoom on **WEDNESDAY, 31 MARCH 2021** at 7:00 p.m.

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

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

20/61 APOLOGIES

There were no apologies.

20/62 DECLARATION OF INTERESTS

There were declarations of personal interest in item 20/69 by Cllrs. Hayfield and Reilly in that they were members of the Coleshill Civic Society's committee.

20/63 MINUTES OF THE MEETING HELD 28 JANUARY

The minutes were proposed by Cllr. C. Symonds, seconded by Cllr. Battle and **AGREED** unanimously, without amendment.

20/64 MAYOR'S ANNOUNCEMENTS

The Charity Quiz on 26 March had been well run by Mrs. Alison Core and enjoyed by several teams, including the Coleshill Angels one, which had finished as victors. Wine and Easter eggs were given as prizes. Messrs. Philip Seccombe and Andy Cockburn were thanked, by the Mayor, for their personal donations to his charity effort.

The Mayor and Deputy Mayor had been pleased to attend a couple's 70th Wedding Anniversary commemoration event in the town.

20/64 AWARDS PRESENTATION FROM THE HIGH SHERIFF OF WARWICKSHIRE

Mr. Joe Greenwell, High Sheriff of Warwickshire, joined the online meeting to make presentations of certificates on his High Sheriff Awards for 2020/21, to those organisations nominated by the Mayor.

The High Sheriff presented (on screen) the award certificates to the Coleshill Angels, the Community Hub, the Town Council office /catering staff and the Town Council outside services staff. Various people were individually mentioned but the certificates were to be posted to the Town Hall office for onward distribution to each group for display.

20/65 PARTICIPATION OF THE PUBLIC

The issues of A446 disturbance to the residents of James Munday Rise was raised by one of them: Mrs. Jackie McCormack. They were being affected by pollution and noise from vehicles, particularly HGVs. She asked that speed cameras and a lower limit should be

considered. Cllr. Reilly, as County Councillor, had advised Mrs. McCormack who to speak to at the County Council.

Mrs. Stephanie Clenton took the opportunity to thank representatives of the Coleshill Angels for the way she, personally, had been assisted during a Covid-19 lockdown.

20/66 TO APPROVE THE PREVIOUS MINUTES

The minutes of the Planning Committee meetings of 8 February and 3 March were proposed by Cllr. P. Symonds, seconded by Cllr. Hammond and **ADOPTED** unanimously with the change that the second set needed the date changing to the correct 3 March date.

It was proposed by Cllr. Battle and seconded by Cllr. Hayfield to **AGREE**, nem. con., the minutes of the 17 February meeting of the Community & Partnerships Committee, with the heading of Item 36 changed to the correct spelling of Memorial Park.

The minutes of the Procedures & Amenities Committee were proposed by Cllr. P. Symonds, seconded by Cllr. Wallace and **ADOPTED** nem. con., without amendment.

20/67 CALENDAR OF MEETING DATES FOR 2021/22

The normal draft of Calendar dates for the forthcoming year, had been circulated for approval. However, the Town Clerk drew attention to the fact that face to face council meetings were due to return after 7 May 2021.

The Annual Town Meeting needed to be held between 1st March and the 1st June. This was redated to be on 12 May rather than 21 April as this would have a better attendance, when held in person.

For the 2021 Annual Meeting of Council, it was to be brought forward one day to Tuesday 25 May. The similar meeting in 2022 was to be on 18 May.

20/68 MEMORIAL PARK BOUNDARY ISSUES

Members discussed the Memorial Park boundaries (to south and east of the former Leisure Centre site) at the Procedures & Amenities Committee on 17 March. This item was to discuss any further update.

After much discussion in private, it was proposed by Cllr. Wallace, seconded by Cllr. Battle that Cllrs. P. Symonds and Wallace should meet My. Chris Fellows, architect to Arnold Developments, on site to exchange views. This was **RESOLVED** by majority vote. Those members would then report back to a future meeting, as appropriate. It was further suggested that the **Town Clerk** should write to the Borough Council to ask if a TPO could be registered on the oak tree, to the right of the entrance as one enters the drive.

20/69 OLD MARKET HALL LEASE TRANSFER

At the time of the meeting, the contract for the Old Market Hall lease transfer was still with solicitors to be written and agreed between the parties. The Coleshill Civic Society had agreed to pay half of the fees of the lessor's solicitor, Shakespeare Martineau.

It was **ACCEPTED** nem. con. that the Council should arrange a handover with the Coleshill Civic Society as of 1 April, with the lease contract to follow retrospectively, as proposed by Cllr. Battle and seconded by Cllr. Wallace, with Cllr. C. Symonds given the delegated authority to agree any other details.

It was further proposed by Cllr. Wallace and seconded by Cllr. Battle and **RESOLVED** by majority vote, that Garner Canning be additionally appointed to represent the Town Council as lessee to the contract.

20/70 **TOWN COUNCIL GRIEVANCE POLICY**

Centric HR had been commissioned to submit a draft policy for approval.

Cllr. Reilly suggested that the circulated draft policy should be retitled to include the phrase Grievances Against Members. He further suggested that there should be a suite of policies, with one to cover how members raised complaints about staff, another that refreshed and referenced the use of the Code of Conduct for Members and one for how members should be supported in member /staff issues. He added that Item 1.2 needed to be reviewed to see if it was compliant with the Ledbury Town Council ruling and amended or taken out, as relevant.

Cllr. Wallace advised that there were some current employee grievances to be resolved as soon as possible and proposed that members support the adoption of the current draft policy, subject to a review by Centric HR of Item 1.2 and some apostrophe /cosmetic changes. Cllr. Hayfield seconded this and the policy was **ADOPTED**, by majority vote and Cllr. Wallace was given delegated authority to have the drafted grievance policy amended and put into use. Other policies were to be considered more fully at a later date.

20/71 **TOWN CLERK'S REPORT**

The Town Clerk advised that the CLAW group was looking at combining its events to coincide with English Tourism Week 2021 (22 – 31 May) and that this might give opportunities to encourage footfall to the Old Market Hall, as well as the Library. Cllr. Wallace said the short notice would not give the performance groups enough time to be able to participate and a later date in the year would do so.

It had been agreed with the Chairman of the Procedures & Amenities Committee that a member of the outdoors staff could reduce his hours from 30 to 27 hours from 1 April, for personal reasons.

20/72 **SUMNER SUITE – ROOM 9**

An enquiry had been received for hire of the vacant Room 9 in the Sumner Suite upstairs offices. During this item, the Mayor proposed, and Cllr. Wallace seconded, that Standing Orders be suspended to allow the meeting to continue past 3 hours duration.

Members agreed terms, suggested by the Town Clerk, for Ms. Louise Baudet to commence the hire of the vacant room from June.

The Town Council was to retain responsibility for the kitchenette and the rate payments. This was proposed by Cllr. Battle and seconded by Cllr. P. Symonds and **AGREED** nem. con.

20/73 **CONFIDENTIAL MINUTES**

The Staffing Committee meeting minutes were proposed, seconded and **ADOPTED** nem. con., without amendment, for 12 August and 4 December 2020 and 12 February and 10 March 2021.

There being no other business, the Town Mayor closed the meeting at 10.15 p.m.



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Town Mayor