

Minutes of a meeting of the **COMMUNITY & PARTNERSHIPS COMMITTEE** of  
Coleshill Town Council held on Zoom on Wednesday 2 June 2021.

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PRESENT: Councillor Richardson in the Chair

Councillors: Battle and Clayton

Also present: Cllr. Wallace.

### **1 APPOINTMENT OF CHAIRMAN FOR THE COMMITTEE**

Cllr. Richardson was proposed Cllr. Clayton, seconded by Cllr. Battle and **ELECTED** unanimously.

### **2 APPOINTMENT OF VICE CHAIRMAN FOR THE COMMITTEE**

Cllr. Clayton was proposed by Cllr. Richardson, seconded by Cllr. Battle and **ELECTED** unanimously.

### **3 APOLOGIES**

There were apologies from Cllr. Hammond.

### **4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **5 PREVIOUS MINUTES**

The minutes of 17 February were proposed by Cllr. Battle, seconded by Cllr. Clayton and **AGREED** for accuracy, unanimously.

### **6 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 unanimously **RESOLVED**, as proposed by Cllr. Battle, seconded by Cllr. Clayton, that the document be adopted, subject to corrections:

Replace "Coleshill Town Council and the Coleshill Memorial Park Tennis Courts is ...." with "Coleshill Town Council at the Memorial Park is ...."

All references to Club to be replaced with courts

Remove Our before Town Council or Town Clerk, where used

Revise apostrophe use (e.g. Council's Appeal Procedure)

Remove Team from "Coleshill Town Clerk Team"

Remove references to employing coaches and officials.

### **7 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. Members unanimously **RESOLVED**, as proposed by Cllr. Clayton, seconded by Cllr. Battle, that the document be adopted, subject to corrections, as above and also:

is the strategic lead (page 5)

courts (plural) (page 6)

Remove "outside of the LTA" (page 7)

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

A draft policy had been previously circulated.

This was in order to introduce a general policy at the same time as tennis facility policies were being addressed. Members requested that the reference deletion of “no activities with alcohol” (e.g. post-Mayor Making drinks). With this amendment, it was proposed by Cllr. Battle, seconded by Cllr. Clayton, that the policy be **ADOPTED**.

## **9 WELCOME BACK POLICY**

During the Covid-19 pandemic, North Warwickshire Borough Council was allocated EU money in the Re-opening the High Streets Fund, which saw the area receive an initial allocation of £58,600. It had now been offered a second £58,600 through the Welcome Back Fund, to be split between Atherstone, Polesworth and Coleshill. The Borough Council officer wanted to assist the Town Council as she was aware of the criteria that had to be met and would therefore ‘vet’ the proposals.

Bids needed to be for short-term activity (only until March 2022) and to be delivered in a partnership between the, the Town Council and the local business interests.

It was unanimously **AGREED**, in principle, that the Town Clerk and Community and Partnership Manager should have delegated authority to progress this project, in discussion with the Borough Council, and report back to this committee. This was proposed by Cllr. Battle and, seconded by Cllr. Clayton. The elements strongly supported were:

Events involving the community groups (as per Coleshill 800 previously),  
Spending on entertainment and music that draws people into the town and the associated publicity for it,  
Working with existing retailers that were already promoting residents returning to the town (e.g. Café on the Hill, which might share the St. Peter’s Walk events area),  
Christmas tree light idea, working with the Council’s approved fixture supplier,  
All aspects of beautification (varnishing of wood, replacing or repairing broken fixtures and refilling or adding planters),  
Staffing of the beautification, using Council staff salary costs charged against the fund and  
Management of the markets and event coordination using Council staff salary costs charged against the fund.

Members expressed an overall wish that items had as much long-term benefit as possible rather than just one-off spending. It was also regretted that the fund had to be spent by March 2022.

## **10 COMMUNITY HUB MANAGEMENT STRUCTURE**

When the Community Hub Trustee Board was disbanded, the Town Council agreed to take on the funding and administration of the Hub. This had continuity advantages but there had been some benefits to the well-being of the Hub from the Trustee Board’s existence, prior to this change. These were better publicity for the Hub, greater capacity to apply for good cause funds, a separate identity for the Hub as opposed to the Council and more contribution to the well being of the Hub from partner organisations.

A paper had been written that sought a means of having a structure that returned some of those benefits through agreeing a Community Hub Unity Group (or CHUG) and the

Chairman was very supportive. The formation of the CHUG was proposed by Cllr. Clayton and seconded by Cllr. Battle and **AGREED** unanimously.

Members requested a report on the Hub activities against the targeted remit of the centre as part of its HS2 objectives and covering footfall, nature of business and actions taken. The **Community and Partnership Manager** would prepare this report.

The Community Champion and partner organisation representatives were key to the CHUG working well. The Town Clerk and Community and Partnership Manager were to make informal enquiries of suitable contacts prior the sign off of the proposals at full Town Council later in June.

#### **11 MATTERS FOR FUTURE DISCUSSION**

Welcome Back fund – update.

Website quotations for the Community Hub.

Community Hub Unity Group – update.

There being no further business, the Chairman closed the meeting at 8.30 p.m.

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Chairman