

MINUTES OF A MEETING OF COLESHILL TOWN COUNCIL'S PROCEDURES & AMENITIES COMMITTEE

11 AUGUST 2021 AT THE TOWN HALL

Present: Cllr. Wallace (in the Chair)
Cllrs. Battle, C. Symonds, P. Symonds

Also attended:

14. **APOLOGIES**

There were apologies received from Cllr. Sparkes.

15. **DECLARATIONS OF INTEREST**

There were no interests declared.

16. **PREVIOUS MINUTES**

The minutes of the 9 June meeting were proposed by Cllr. Battle, seconded by Cllr. P. Symonds and **ACCEPTED** unanimously as a true record. As a matter arising, the timers on the skatepark lighting were due to be replaced.

17. **OUTDOOR WORKING GROUP**

An Outdoor Working Group met on 19 June 2021 with Councillors and Head Groundsman, Mr. Allan Taylor present. It centered on the Memorial Park and Stonebridge allotments and a list of action points from that meeting were listed and noted.

Cllr. Wallace proposed that the path at the back of the Millennium Garden and Junior Play should be tarmac covered in a regular colour rather than seeking the golden hue to match other paths. This was **RESOLVED** unanimously. From the bench at the end of that path to the open play area could have a crazy paving stone pathway and Cllr. Battle said his employer could provide some broken slabs if these were collected by Council staff.

For the rotten wooden trim trail markers, costs were required to replace them with wood-effect plastic posts.

18. **OLD MARKET HALL**

The landlord's and the Council's solicitors had exchanged details on the condition of the building. The landlord had decided to engage a property advisor (Framptons) to assess the issues raised by the Council on a Schedule of Condition. Garner Canning, the Council's solicitors aimed to send out the Lease and Lease report by the end of the week for signature.

Members wanted an assurance that the Lease report covered all of the landlord responsibilities before the Lease was signed and, therefore, the whole committee should be responsible for seeing such documentation. The **Town Clerk** was also asked to circulate the Frampton's Schedule of Condition to all members.

19. **REPLACEMENT WWI PLAQUE AT THE MEMORIAL PARK**

The theft of the WWI brass plaque was reported to police who checked CCTV footage but, unfortunately, there were no clear images available. An insurance claim was not made as the Town Council's excess was greater than the value of the plaque. A like for like replacement of it (brass plaque with crest) would cost the Council in the region of £200.

Councillors considered the alternative replacement options which might be much more difficult to remove. One stonemason supplier had some surplus stone plinths and had offered to have one engraved, free of charge, as a gesture of goodwill. Members were keen for the **Deputy Town Clerk** to progress this offer.

20. **ADDITIONAL BENCHES ON THE MEMORIAL PARK**

Members considered the introduction of additional benches on the long slope alongside the James Munday football pitch of the Memorial Park for the benefit of users of the park, and particularly football spectators.

It was proposed by Cllr. C. Symonds, seconded by Cllr. Battle that 4 Ashbourne benches be purchased, each to go into a gap between the cherry trees. The slabs would need to be installed flat so there would be an inset tiering effect. In addition, the **Town Clerk** should purchase one more litter bin to go near the first bench, in the corner area near the dog bag dispenser. This was **AGREED** unanimously.

21. **CONTINUATION OR RETENDERING OF CONTRACTS**

A verbal report was given by the Town Clerk on the continuation or retendering options for two Town Council contracts (grass cutting and Christmas decorations).

On the grass cutting, the tender was due for reassessment from spring 2022. The Outdoor Staff were considering the benefit of adjusting the mowing list to take out those jobs that Countrywide struggled to complete for various reasons, where they had to sometimes cover (e.g. St. Peters Walk, Junior Play area and between skatepark and allotments). It was proposed by Cllr Battle, seconded by Cllr. C. Symonds that Countrywide be offered a revised contract in 2022 to take account of such changes. This was **AGREED** unanimously.

The situation with Christmas decorations was complicated by the fact that Turnocks Ltd maintained and stored the Town Council's fixtures and sold-on surplus lights at a favourable price. In addition, the installation of CCTV equipment in the High Street (hopefully from September) would take four of the usual lighting columns out of availability for Christmas decorations. Members were keen that those fixtures that were displaced were put to use further south, along the start of the Coventry Road from the junction with Wingfield Road, even if it meant the purchase of new timers. In view of these issues, it was proposed by Cllr. P. Symonds, seconded by Cllr. Battle that the retendering should be undertaken for the 22/23 festivities rather than 21/22. The tender would have to be on the like for like basis, considering maintenance, storage and recycle sales and this was **RESOLVED** unanimously.

22. **FUTURE AGENDA ITEMS**

Carried forward:

Signage for the footpath approaching the Cemetery, off Maxstoke Lane.

Resolution of the Town Hall boundary wall issue.

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

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Chairman