

Coleshill Town Council

Meeting of the **COLESHILL TOWN COUNCIL** held in the Old Courtroom, Town Hall, High Street, Coleshill on **WEDNESDAY, 10 NOVEMBER 2021** at 7:00 p.m.

PRESENT: - Cllr. C. Symonds, Town Mayor, in the Chair.
Councillors: - Axe, Battle, Clayton, Hayfield, Reilly, Richardson, Sparkes, P. Symonds and Wallace.

21/41 **APOLOGIES**

No apologies were received as there was a full attendance.

21/42 **DECLARATION OF INTERESTS**

There were no declarations of interest.

21/43 **MINUTES OF THE MEETING HELD 15 SEPTEMBER**

The minute 29/21 should have referred to the Plumb family (spelling), minute 31/21 to en bloc (spelling), 33/21 "The Mayor explained" (tense) and in 35/21 "the Councillors thought that a mixture of ..." (reword). With these amendments, the minutes were proposed by Cllr. Hayfield, seconded by Cllr. P. Symonds and **ACCEPTED** unanimously.

21/44 **MAYOR'S ANNOUNCEMENTS**

Locally, the Mayor had been in attendance at the Halloween event on the Croft (supported by the Welcome Back Fund) where she had judged the pumpkin competition, a Forget Me Nots meeting for which she had sourced some funding, Beavers and Cubs events and a shop opening.

Further afield she had visited Warwick for the High Sheriff's event and Southam's Charity Quiz.

It was announced that the 'Mayors Recognition' scheme was to be awarded to Messrs. Allan Taylor, Andy Frame and Chris Moulton, the Council's outdoors team.

The Mayor also referred to the Safer Streets Scheme and encouraged those residents present to use the website to refer to less safe locations (particularly for women and girls) that might benefit from funds from this scheme.

21/45 **PARTICIPATION OF THE PUBLIC**

Messrs. Bill Richards, Mark Jones and other residents spoke against the Green Man crossing proposals, the plans provided, the amount of time for the consultation, the opportunity for public questioning of officers and the lack of resident input before the proposals were announced. The Mayor allowed the 15 minutes of public participation to over-run and she and County Councillor Dave Humphries announced the 16 and

19 November public event dates and the 24 November meeting. There was now to be an Extraordinary Town Council meeting at 7pm, to precede the normal Planning Committee meeting. The Mayor encouraged residents to respond to the consultation via the County Council contact address. Cllr Humphries advised that he was seeking an extension to the consultation period beyond 26 November.

21/46 TO APPROVE THE PREVIOUS MINUTES

The Planning Committee minutes of the 22 September were proposed by Cllr Richardson to be an accurate record, seconded by Cllr. Battle and **AGREED** nem. con. The minutes of the 27 October were to be amended to show the apologies of Cllr. Clayton. Minute 52 was also to be amended as it implied that the Council was in favour of the proposals, whereas the statement recorded at the 22 September was to be echoed. The **Town Clerk** was to circulate a draft rewrite of that minute to members before it was overwritten to the website copy. Members also wanted to discuss the website publication of draft and adopted versions of minutes when they next reconsidered the Standing Orders.

The Community & Partnerships minutes of 6 October were proposed to be an accurate record by Cllr. Battle, seconded by Cllr. Clayton and **ACCEPTED**. The **Town Clerk** was asked to see if the Country Markets group might organise any additional activities or services that might attract Welcome Back Fund support.

Cllr. Wallace moved acceptance of the minutes of the Procedures & Amenities Committee meeting on the 20 October as an accurate record, with the deletion of the word hire from preceding the phrase "charges for interments". This was seconded by Cllr. Battle and **RESOLVED** unanimously. Football pitch charge increases would be adopted but monitored.

21/47 COMMUNICATIONS FROM OUTSIDE BODIES

The **Town Clerk** was asked to clarify whether the Patient Reference Group was still operating and to help clarify where the Grammar School Trust appeared to have Cllr. C. Symonds as both a Town and Borough Councils' representative.

It was advised, by Cllr. Wallace, that the Simon Lord Digby Trust was seeking to recruit a new Clerk to the Trustees.

21/48 TO REVIEW THE 2021/22 QUARTER 2 FINANCIAL REPORTS

It was felt by Cllrs. Reilly and Hayfield that the account reports were not easily readable. **Cllr. Axe** agreed to circulate some views to other members.

Cllr. Axe asked for an explanation as to whether the Town Council was 'on track' with the second quarter accounts. The Town Clerk replied that rental income was returning well after the pandemic and new hirers were expressing interest and so income was now exceeding expenditure again.

The payment figure for Coleshill Post advertising was queried. The Town Clerk explained this was for a series of forward-paid full pages to publicise the Community

Hub and that this sum was using the unspent HS2 grant money. The PRS payment was questioned by **Cllr. Richardson** who said he could forward some details of a £55 charge per year, payable on community buildings, that he had seen reported elsewhere.

The issue was raised as to how many defibrillators for which the Town Council was now responsible for pad replacement. It had been clearly responsible for those pads within the Town Hall unit but had now taken on liability for a second one, on the wall opposite the library.

A question was raised relating to the frequency of change required for the Internal Auditor. The Town Clerk replied that there was no limit to the length of engagement on Internal Auditors, unlike the External Auditor arrangements, where parish /town councils were allocated a firm of auditors and a change was made every few years. The **Town Clerk** agreed to provide more information on Ms. Dianne Malley's terms for providing internal services.

The financial reports were proposed by Cllr. P Symonds and seconded by Cllr. Axe and **APPROVED**, nem. con.

21/49 **CCTV PROJECT UPDATE**

The Town Clerk was able to report that all of the commissioned cameras were now in place and were recording images as expected, with the digital signals linked and transmitting correctly. What was still outstanding was the delivery of the monitoring screen and laptop for the Town Hall, which were held up by Rapid Vision being affected by covid-related staff issues.

Members wished to be advised when they were able to visit the recording system, once in situ. It was noted that members of the public were not able to request access to the images via the Council: all enquiries were to commence with 101 calls to the police.

Benefits from the new system were that the police could download images remotely via any laptop with code access and all vehicles entering the Memorial Park would be viewable on the new Automatic Number Plate Recognition camera. It was suggested that additional cameras might be requested through the Safer Streets Scheme.

The Town Clerk was thanked for his determination on the delivery of this project.

21/50 **TO DISCUSS NEXT STAGES ON A NEIGHBOURHOOD PLAN REVISION**

Cllr. Axe felt that he had completed the review of the status of the Neighbourhood Plan policies but wanted the Council to give some direction to what happened next. It was thought that the Steering Group had been involved recently as a matter of courtesy and that it was for elected members to utilise the Plan, accordingly.

It was proposed and seconded by Cllrs. Reilly and Hayfield that a single-meeting task and finish group was the best way forward and that Cllr. Axe should lead it.

Membership would be open to all members and by voluntary nomination. This was **DECIDED** unanimously.

21/51 **REPORTS FROM TOWN CLERK**

The Late-Night Shopping event would not involve a road closure due to difficulties that Love Coleshill had experienced in the application process.

Remembrance Sunday's service was to be held outside in the churchyard. The Town Clerk was keen to stress that this was at the request of the inter-regnum church's volunteers. The wreath laying was to be restricted to the civic invitees. The Mayor had requested that some chairs were available to those not able to easily stand. It was also requested that the Fifield Hall screen be used for the roll call. The teas and biscuits reception was organised but did not feature on the posters as refreshments were to invitees only.

Ms. Charlie Painter was to leave as Hub Coordinator on 23 November, to be within the 2-year limit of her appointment. Ms. Kate Clover would be leaving the Records Clerk position in early December. The Town Clerk had written his suggested proposals to Cllr. Hayfield on the latter role.

There being no further business, the meeting ended at 9.40 p.m.



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Town Mayor