

Coleshill Town Council

Meeting of the **COLESHILL TOWN COUNCIL** held in the Town Hall, Coleshill on **WEDNESDAY, 21 JUNE 2023** at 7:00 p.m.

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

Councillors: - Ford-Terry, Hayfield, Richardson, C. Symonds, P. Symonds, Tomkinson and Wynn.

23/18 APOLOGIES

There were apologies from Cllrs. Brett and Wallace.

23/19 DECLARATION OF INTERESTS

Cllr. Richardson declared a personal interest in 23/28 as member of Local Vocals.

23/20 MINUTES OF THE MEETING HELD 24 MAY 2023

Minute 23/3 should have said his (not her) proposer's and seconder's kind words, minute 23/11 was better with from (not for) Mr. Steve Graham and in minute 23/13 on the Warm Room proposal, it was by Cllr. P. Symonds. With these amendments, the minutes were proposed to be adopted by Cllr. Hayfield, seconded by Cllr. Richardson and **ACCEPTED** unanimously.

23/21 MATTERS ARISING FROM THE MINUTES

None.

23/22 MAYOR'S UPDATE

The Mayor referred to the poor attendance at the Police and Crime Commissioner's meeting and suggested one reason was because it featured on the Hub's website but not on the one for the Town Council. There was also a clash with a North Warwickshire Borough Council meeting.

23/23 PARTICIPATION OF THE PUBLIC

Mr. Derek Axe referred to an incident in November 2022 where he had been told, by the complainant, that the CCTV was not working. The Town Clerk advised that no fault was reported at this time and that the CCTV was checked to be working then and now. Repairs to the connections went through him to the Council's contractor. Nevertheless, to assist with member confidence in the apparatus, the **Town Clerk** was to repeat the offer for councillors to have an evening opportunity to view the CCTV screens in the offices.

The poor attendance at the Police and Crime Commissioner's meeting was also of concern to Mr. Mark Jones. Additionally, he highlighted two of the discussion points from it. The PCC advised that new police offices had been opened, but these were all in the south of the county. Mr. Seccombe also advised that the take up of grants from his fund

was poor from bodies in North Warwickshire. Various discussions at the Borough Council had taken place since the meeting as the accuracy of this comment was disputed. There were other comments raised about the PCC organising regular quarterly meetings in Coleshill and how such meetings would be any more successful in encouraging attendance.

23/24 AGAR INTERNAL AUDIT FORM 2022/23

Ms. Diane Malley, Internal Auditor, had completed her Section 1 Annual Internal Audit form and Auditor Report, which Members agreed could be **NOTED**, as proposed by Cllr. Hayfield and seconded by Cllr. P. Symonds.

Cllr. Hayfield drew attention to the Internal Auditor's comment that reserves were low and felt that members should note this for the next round of budget considerations.

23/25 AGAR INTERNAL AUDIT FORM 2022/23

The Town Clerk has prepared the Accounts for Council review and for the Mayor to sign the Section 2 Accounting Statement, in preparation for it to be sent to the External Auditor, Moore East Midlands. The form would be sent with other Intermediate Audit documentation required for the 2022/23 return.

There was a question from Cllr. C. Symonds in respect of where the CCLA Local Authority Property Fund appeared in the Section 2 Statement of the AGAR. The Town Clerk advised that this fund was part of Box 9, the Total Fixed Assets plus Long Term Investments and Assets.

The Mayor was **AUTHORISED** nem. con to sign the AGAR returns, as proposed and seconded by Cllrs. Hayfield and C. Symonds.

23/26 TOWN HALL ROOF

Roofing contractors had detected that the roof cover material on the Town Hall was breaking up badly such that a Council consideration of repairs needs to take place before there was further deterioration.

Cllr. Ford-Terry had examined the roof, personally. In his professional opinion, the repair was needed, without undue delay. Furthermore, he proposed that a strip back and re-felting approach would be more water secure than a covering up with more felt over the existing materials. Cllr. C. Symonds seconded this decision and suggested that the £10,800 + VAT cost should be allocated to the Town Hall Repairs and Maintenance budget. Although this would then be vastly overspent at the end of the year, at least the variance would be easily explained.

Members voted in **AGREEMENT**, unanimously.

23/27 STORAGE CABINET BELONGING TO THE CRICKET CLUB

A request had been made, by Coleshill Cricket Club, for the metal lockup unit that was alongside the basketball court area, to be located nearer to the cricket scorebox. Pictures had been circulated to show the current and proposed positions.

There was a strong wish for the cricket club to pursue whatever dark green painting, netting and camouflaging was possible to allow the storage cabinet to blend into its surroundings. On this proviso, the **APPROVAL** was voted, nem. con., as proposed and seconded by Cllrs. P. Symonds and Hayfield.

23/28 2022 /23 GRANTS PROGRAMME - REVIEW

A progress report on the 22/23 Grant Programme had been drawn up by the Community & Partnerships Manager to show how the organisations had used their granted funds. Councillors welcomed the report.

Cllr. Richardson expressed the view that any organisation that did not comply with the request for a 6-month update report should be barred from applying in the next Council grants scheme.

In relation to the Coleshill in Bloom planter replacement programme, Cllr. Hayfield recommended that the funding of this would be better as part of the Council's general budget setting rather than the organisation being asked to apply to the grants scheme.

23/29 COUNCIL'S 4-YEAR PLAN, 2023-27

Members sought to agree a 4-Year Plan for the Council and the Town Clerk had provided a revised and refreshed template, based on the last plan.

Various members agreed that the document was a useful summary of existing routines and procedures but did not capture the strategies and aspirations that represented changes to the current operations. It was felt that a small discussion group was needed, without officers, that might then provide ideas for another informal discussion, such as the Informal Update on 12 July. The first informal meeting would be organised by members, possibly via the member WhatsApp group.

The draft plan was **DEFERRED** to a future meeting for further discussion.

23/30 PLANNING APPLICATIONS

These were the agreed comments to forward to the Borough Council:

Appl. No.	Address	Applicant	Prop. Development	Comment
PAP/2023/0189	108 Coventry Road Coleshill B46 3EE	F B Architecture Limited	Variation of condition 1 (approved plans) of planning permission PAP/2020/0623 dated 28/05/2021 relating to erection of single dwelling and ancillary site works.	No objections
PAP/2023/0249	Courtyard 5, Coleshill Manor Campus,	Miss Katie Jarvis - Office Principles	Interior and exterior alterations to Courtyard 5, including changes to windows, doorways,	No objections

	South Drive, Coleshill, B46 1DL		brickwork, internal walls and landscaping.	
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The Town Clerk had also circulated the pre-application PRE/2023/0077 - Coleshill Manor Cutting, Manor Drive (Embankments & Retaining wall, and Birmingham Spur dive-under) but the HS2 Special Management Zone group was preparing a response to that consultation on behalf of the Council.

23/31 UPDATE FROM OUTSIDE BODIES

None to report.

23/32 TOWN CLERK REPORTS

The Community and Partnerships Manager had set up the Grant Applications working group meeting for Tuesday, 27 June, in the Hudson Room.

Eight member’s Declarations of Interest forms had been received and the **Town Clerk** was to send of the whole pack when the last two had been completed.

23/33 FUTURE AGENDA ITEMS

Carried forward:
 Town Hall lighting.
 4-Year Plan Review.
 Neighbourhood Plan review.
 Hazelwood Practice – representative to be invited.

In addition:
 Coleshill Partnership – Town Council representation and liaison arrangements.
 Green Man Crossing – progress update.

There being no further business, the meeting ended at 8.10 p.m.

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 Town Mayor