

# ***Coleshill Town Council***

Meeting of the **COLESHILL TOWN COUNCIL** held in the Town Hall, Coleshill on **WEDNESDAY, 24 MAY 2023** at 7:00 p.m.

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

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

## **23/1 APOLOGIES**

There were no apologies – full attendance.

## **23/2 DECLARATION OF INTERESTS**

Cllr Hayfield declared a personal interest in any discussion of the Civic Society and the Old Market Hall lease.

## **23/3 ELECTION OF MAYOR FOR THE ENSUING YEAR**

In standing down as Mayor, Cllr. C. Symonds referred to her meeting many people over her two years in office, including the High Sheriff for Warwickshire, the North Warwickshire Borough Council Mayor and many voluntary groups. It had been a full last year, with the Platinum Jubilee, death of Queen Elizabeth, reading the proclamation to King Charles and, more recently, the Coronation events. She had been well supported by the Deputy Mayor and the staff and was touched by the Parish Church bell ringers having a Mayor office-ending 'ring out' on her behalf. She hoped that might become a regular event.

Cllr. Battle was proposed as Mayor by Cllr. C. Symonds and seconded by Cllr. Wallace. The proposer highlighted that Cllr. Battle had been very visible and prepared to act as Town Crier as well. The seconder spoke of Cllr. Battle having performed the role before and being a trusted civic head, representing the Council well. He was **ELECTED** unanimously.

The re-elected Mayor gave thanks for her proposer's and seconder's kind words, announced that Mrs. Jayne Battle was to be his Consort and presented her badge of office. He did not have a dedicated charity at that time but would have Community as a theme at the forefront of any charity efforts or events.

## **23/4 ELECTION OF DEPUTY MAYOR FOR THE ENSUING YEAR**

Cllr. Wallace was proposed by Cllr. P. Symonds and seconded by Cllr. Ford-Terry. Cllr. Richardson was proposed and seconded by Cllrs. Wynn and Brett to the Deputy Mayor role for the forthcoming year. By majority vote, Cllr. Wallace was duly **ELECTED**.

## **23/5 APPOINTMENT OF SERGEANT AT ARMS**

The Mayor was happy to reappoint Mr. Simon Toon to the role for the ensuing year, as he had performed the role dutifully the previous time when he was in the mayoral office and had been diligent and professional.

### **23/6 APPOINTMENT OF THE STAFFING COMMITTEE**

The Mayor asked for 5 members to self-nominate themselves as prepared to serve on the Staffing Committee and these names were put forward:

Cllrs. Ford-Terry, Hayfield, C. Symonds, P. Symonds and Wynn.

These names were proposed by Cllr. C. Symonds, seconded by Cllr. Ford-Terry and **SUPPORTED** unanimously.

### **23/7 APPOINTMENT OF CHAIRMEN OF STAFFING COMMITTEE**

Cllr. Hayfield was proposed and seconded as Chairman by Cllrs. Wallace and Ford-Terry and his appointment was **RESOLVED**, unanimously.

### **23/8 APPOINTMENT OF SPECIALIST MEMBER ROLES**

Cllr. Richardson was prepared to continue as the member who would research those planning applications received in order to make suggested Council responses for other members to consider.

The coordination of member involvement in the Outdoor Working group was to be through Cllr. Wallace.

Where there were contentious or uncertain rulings needed on room hires and rates to be charged, the member to be involved in considering decisions was to be the Mayor in office.

### **23/9 APPOINTMENTS TO OUTSIDE BODIES**

There were a number of different members proposals as below and these appointments were **CARRIED** unanimously:

<u>Outside Body</u>	<u>Proposed name(s):</u>	<u>Cllr. Proposer:</u>	<u>Cllr. Seconder:</u>
Coleshill Grammar School Endowment Foundation	Mr. Ben Henry & Cllr. P. Symonds	Hayfield	C. Symonds
Simon Lord Digby Trust	Cllr. Wallace	Ford-Terry	C. Symonds
Patient Reference Group	Cllr. Wallace	Ford-Terry	Hayfield
North Warwickshire CAB	Cllr. Wynn	C. Symonds	Hayfield
Coleshill Town Band	Mr. Bill Richards	P. Symonds	Ford-Terry
Coleshill in Bloom	Cllr. Tomkinson	Hayfield	Richardson
Coleshill Parish Trust Fund	Cllrs. Richardson, C. & P. Symonds	n/a - continuing	n/a - continuing
Warwickshire Assoc. of Local Councils	Cllr. Brett	Wallace	Hayfield
North Warwickshire Area Committee	C. Symonds	Hayfield	P. Symonds
HS2 Special Management Zone	Mr. Derek Axe, Mr. B. Moore	Wallace	Hayfield

### **23/10 MINUTES OF THE MEETING HELD 26 APRIL 2023**

Cllr Wallace said 22/173 should have stated that she had not attended a meeting of the Patient Reference Group since just before the covid-19 lockdown. With that amendment,

the minutes were proposed to be adopted by Cllr. Hayfield, seconded by Cllr. Wallace and **ACCEPTED** unanimously.

### 23/11 **MATTERS ARISING FROM THE MINUTES**

At the 26 April meeting, the Town Clerk updated members on the impasse over the Old Market Hall lease transfer. The background was that over two years ago, the Coleshill Civic Society asked the Town Council to take on the OMH lease. It appeared that Rachel Taylor, the Evans Derry Solicitor, was able to most easily break the legal impediments to the progression by having the parties regard the previous lease to the Civic Society to be expired with the Land Registry, by way of the clear occupation by Coleshill Town Council, for over two years.

Cllr. C. Symonds had signed the agreement to the new lease in 2022, so the Council has done everything it could to demonstrate a desire to proceed as the new lessee. The Evans Derry Solicitor advised that, because there was a new Council since 4 May this year, the Authority's stance should be reconfirmed.

Cllr. C. Symonds was happy to propose the reconfirmation to take on the lease, given that she had signed the original agreement documents. This was seconded by Cllr. P. Symonds and the decision to take on the lease was **RECONFIRMED** by all members, apart from Cllr. Hayfield who had declared a personal interest and did not vote.

### 23/11 **PARTICIPATION OF THE PUBLIC**

The Warm Room was later on the agenda but Mr. Tony Baker spoke on the merits of continuation of the group, while he was still entitled to, in the public participation section.

Mr. Mark Jones congratulated and thanked the new Mayor, Deputy Mayor and councillors on their 4-year commitments and hoped for transparency of Council information.

There was a concern about the Green Man Crossing project for Mr. Steve Graham that HS2 were reported to be involved. The **Town Clerk** was to investigate if this was so.

There was a request from Cllr. Peter Fowler to know when the redesigned Town Council website was due to go live. This was expected within the week.

A question was raised by Mr. John Rogers as to whether the police unit opposite the Library was ever manned or if it could be, overnight. This was not the case as it was not a regular base, although PCSOs did attend it and also the Town Council meetings on a regular basis to pick up information from residents about incidents. There was a forum booked by the Warwickshire Police Commissioner in the Town Hall on 20 June where issues of police attendance at incidents could be raised.

### 23/12 **INTERNAL AUDIT 22/23**

The internal audit for 2022/23 had been completed on 11 May over a number of enquiries and the resulting report was circulated. Cllr. Hayfield was supportive of the idea of the Mayor or meeting chairperson initialling every page of previous minutes, as well as signing the back page, as per the recommendation.

Cllr. Wallace wanted to advise members that the reference to the Quarterly Accounts updates going to the Finance Committee was incorrect in that these went to the full Town Council meeting, every quarter.

### 23/13 WARM ROOM PROJECT

A report had been written in March and reissued, which covered the negative issues with the Warm Room operation (lack of room availability for small meeting /panel use, noise disturbance and fairness in respect of free use while other voluntary groups had to pay hire charges).

Member were supportive of the Warm Room's benefits for mental health, isolation support and self-help. They recognised it was a Council-provided service and project rather than a hire to an outside body. The issue of the clashes with other potential users could be resolved by the Council officers and the group discussing where flexibility on use of other rooms could be planned. After a number of comments, it was **RESOLVED** nem. con. that the group should continue until September review on a free use basis but that there should be flexibility to allocate the group to an alternative room where a new one-off paid-hire opportunity would otherwise be missed. This had been proposed by Cllr. Symonds and seconded by Cllr. Ford-Terry.

### 23/14 PLANNING APPLICATIONS

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

Appl. No.	Address	Applicant	Prop. Development	Comment
PAP/2023/0172	17 Lichfield Road, Coleshill B46 1EG	Mr Steven Merrick	Dropped kerb and install driveway	No objections
PAP/2023/0114	6 Gerards Way Coleshill B46 3FG	Mr & Ms Weir & Carter	Erection of a timber pre-fabricated single storey granny annexe for ancillary use to main dwelling	No objections
PAP/2023/0189	108, Coventry Road, Coleshill, B46 3EE	Tilia Building Ltd	Variation of cond. 1 (approved plan) of plan. permission PAP/2020/0623 dated 28/05/2021 - erection of single dwelling and ancillary site works	No objections

### 23/15 UPDATE FROM OUTSIDE BODIES

None to report.

### 23/16 TOWN CLERK REPORTS

The Town Clerk had forwarded some details of Levelling Up Fund criteria for parish bids to be possible and wanted some steer from members on directions to be supported and, more crucially, staff resourced.

The councillors were happy that expressions of interest could be submitted to meet the advertised timescales, on three projects:

Project 1 - refurbish, modernise and develop the Memorial Park Skatepark

Project 2 - refurbish and enhance the Community Centre Play Area

Project 3 - Refurbish, modernise and develop the Community Centre, possibly with a new roof with solar panels.

Members identified other possible priority projects but recognised that resourcing of all of them would be impractical. Once the initial three expressions of interest were submitted and there was some feedback, a Funded Projects Work Group could be formed. Cllrs. C. Symonds and Brett proposed and seconded that the Work Group should comprise of Cllrs. Richardson, C. Symonds, Wynn and the Mayor. This was **APPOINTED**, nem. con.

### 23/17 **FUTURE AGENDA ITEMS**

Neighbourhood Plan review.

4-Year Plan Review

Carried forward from April:

Town Hall lighting.

Hazelwood Practice – representative to be invited.

There being no further business, the meeting ended at 8.40 p.m.

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Town Mayor