



Coleshill Town Council

Town Hall, High Street, Coleshill,
Warwickshire, B46 3BG

Tel: 01675 463326 email: colin@coleshilltowncouncil.gov.uk
Town Clerk: Colin Greatorex B.A.

15 May 2024

Dear Councillor,

You are hereby summoned to the annual meeting of **Coleshill Town Council** to be held in the Town Hall, High Street, Coleshill on **WEDNESDAY, 22 MAY 2024** commencing at 7.00 p.m. for the transaction of the following business.

Yours sincerely,

Town Clerk

AGENDA

- 1 **Evacuation procedure**
- 2 **Apologies**
- 3 **Declarations of Personal or Prejudicial Interests**
- 4 **To elect a Town Mayor for the ensuing year**
 - a) Proposal speech
 - b) Seconding speech
- 5 **Town Mayor to sign Declaration of Acceptance of Office**
- 6 **The Mayor to thank Proposer and Seconder and make any initial announcements for the ensuing year**
- 7 **To elect a Deputy Town Mayor for the ensuing year**
 - a) Proposal speech
 - b) Seconding speech
- 8 **The Deputy Mayor to sign Declaration of Acceptance of Office**
- 9 **The Deputy Mayor to thank the Proposer and Seconder**
- 10 **The Mayor to Announce:**
 - a) the Sergeant at Arms for the forthcoming year and
 - b) any other civic plans for the 24/25 year.
- 11 **To appoint the Staffing Committee**

5 members to be named and the Chairman position to be agreed.

12 To appoint specialist Councillor roles

- a) One member could advise the Council on applications received and suggest responses.
- b) For the Outdoors Working Party, one member could act as a coordinator.
- c) For the Buildings Working Party, one member could act as a coordinator and the group could consider matters of room hire, charging issues and minor building maintenance matters.

13 To make necessary appointments to outside Bodies

The list below show the number of appointees and current names holding positions:

Grammar School Endowment Foundation	(2) Mr. Ben Henry & Cllr. P. Symonds
Simon Lord Digby Trust	(1) Cllr. Wallace
Patient Reference Group	(1) Cllr. Wallace
North Warks. Citizens' Advice Bureau	(1) Cllr. Wynn
Coleshill Town Band	(1) Mr. Bill Richards
Coleshill in Bloom	(1) Cllr. Tomkinson
Coleshill Parish Trust Fund	(3) Cllrs. Battle, C. Symonds & P. Symonds
WALC Representative	(1) Cllr. Brett
NW Area Committee Representative	(1) Cllr. C. Symonds
HS2 Special Management Zone	(2) Mr. Derek Axe & Mr. Barry Moore

14 The Minutes of the meeting of the Council held on the 24 April 2024 to be approved as a correct record and signed by the Chairman of the meeting.

15 To allow the participation of the public on matters relevant to the Council (15 minutes allocated).

16 To note the report of the Internal Auditor for the 23/24 year.

Ms. Diane Malley's Internal Audit Report is to follow (Appendix 1). Members are asked to agree appointment arrangements for the 24/25 audit, as Ms. Malley is not continuing.

17 To consider adopting a Data Protection Policy.

A CiLCA registration requires such a policy and Appendix 2 is a draft for approval.

18 To consider adopting a Delegation Policy.

A CiLCA registration requires such a policy and Appendix 3 is a draft for approval.

19 To consider adopting a Reserves Policy.

A CiLCA registration requires such a policy and Appendix 4 is a draft for approval.

20 For the Town Clerk to verbally update members on the repairs arrangements at the Old Market Hall

The Mayor has authorised an additional quotation of £5,125.08 from Cartwright's of Nuneaton for the necessary wall panelling to protect wall from water ingress, which needs to be approved by Council, as well as other possible further costs, to be outlined.

21 To consider the arrangements planned for the boundary of the housing development alongside Memorial Park.

Appendix 5 is a report created after speaking to a representative of Owl Developments.

22 To discuss a request from Coleshill Ladies Football Club for reduced charging.

Coleshill Ladies Football Club has booked a pitch for the 24/25 season. Pitch hire is £600 and practice session bookings are £150 for the season.

23 To agree any responses to Planning Applications

See Appendix 6.

24 To allow members to update on matters relating to outside bodies where they are the Council's representative.

25 Reports from Town Clerk.

26 To consider items for future agenda items.

27 EXCLUSION OF THE PRESS AND PUBLIC

To Resolve: that in accordance with Section 19(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business next to be transacted, the public and Press be excluded from the Meeting.

28 Confidential Reports

None.