

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	The Committee Room Civic Suite NWBC South St Atherstone CV9 1DE
DATE AND TIME	Wednesday 15 th November 2017 2017 7.00pm
IN ATTENDANCE	Town Councillors: T Clews L Dirveiks, Barnard, Freer, Jarvis, Singh, Gurney, Wright Borough & County Cllrs: D Clews, N Dirveiks Public: M Wrigley, H Ross, Sgt M Oakley, S Evans, C Harris, M Louch, L Smith J Brown, A Brown, C Brown, K Eaton, G Eaton,
APOLOGIES	Councillors: J John, L John, M Davis, G Davis, Bishop, Borough Councillor County and Borough Councillor
CHAIRMAN	Cllr T Clews
CLERK	Odette Ghent/ Deputy clerk Sally Oldham also present

Item		Actions	Notes
1.	APOLOGIES It was resolved to accept the apologies. Proposed Cllr C Gurney seconded Cllr Barnard		
2.	DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY. It was agreed that these would be taken as and when.		
3.	PUBLIC SESSION (maximum 30 minutes) M Wrigley reported she has the completed Post Office questionnaires but they need submitting on line, Cllr Jarvis suggested she pass to Joanne Armstrong to upload. M Wrigley reported to Sgt Oakley for police benefit the ongoing problem at 88 Stafford St re the wall. Cllr Freer reported a drain smelling in Long St by the Craft Centre Cllr Gurney reported there is a new organisation being set up called HATS (Heritage Atherstone Town) to celebrate 100 years of end of World War One. Further details of events will be provided and will ask for the support of the Town Council. Cllr L Dirveiks supported the report as above and is involved in this new organisation which is an opportunity for local groups to pull their resources together. Cllr L Dirveiks reported there is an increase in cars being parked on the pavements which is difficult for people using mobility scooters to manoeuvre around. P70 11/17		

	<p>Cllr Singh mentioned to Sgt Oakley that a recent 101 call went through to Stratford, Sgt Oakley confirmed there are 2 crime desks in Warwickshire in Stratford & Bedworth and the calls are diverted to which ever one is free.</p> <p>Cllr Barnard asked if the decriminalisation of parking was going ahead on 17Nov 17. Sgt Oakley confirmed it wasn't. Cllr Wright reported there is a delay in decriminalisation as the Dept of Transport are over run with work following Brexit.</p> <p>Cllr Freer asked if North Warwickshire have traffic regulations orders in place and are copies available? Cllr Wright confirmed they do and they are available should Cllr Freer require them</p>		
4.	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</p> <p>Police – Sgt Oakley reported that Car Crime and Burglary are the two highest offences, with Ford & high powered vehicles being targeted most. The Safer Neighbourhood Team Office can provide security aids and advice.</p> <p>Sgt Oakley reported the local police resources are stretched but they will try to show a presence at events leading up to & over the Christmas period. He asked for support from the public and community as the police have to prioritise their workload and preventing crime should be a priority.</p> <p>Sgt Oakley mentioned the Area Forum East that there is still a lack of community support at the meetings, the Forum needs more promotion to prevent it being lost which will result in losing contact with community members.</p> <p>Sgt Oakley updated the meeting with recent staff changes.</p> <p>Cllr Singh asked about the usefulness of Town watch Radio within the Town as users dropped from 22 to 13. Previously the police have promoted this. Sgt Oakley confirmed it is useful although some users need educating on its use. The traffic warden now has a radio. Cllr Freer asked where the spare radios are?</p> <p>Borough or County Councillors – nothing to report</p>		
5.	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 18th October 2017.</p> <p>It was resolved to approve the minutes, proposed Cllr Jarvis seconded Cllr L Dirveiks</p>		
6.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 18th October 2017.</p> <p>P61 Cllr Jarvis reported the cemetery paths need cleaning and there was a lot of moss on the paths.</p> <p>P71 11/17</p>		

7.	<p>TO RECEIVE THE MINUTES OF THE EGM OF 8th November 2017. It was resolved to approve the minutes, proposed Cllr Jarvis seconded Cllr Singh</p>		
8.	<p>MATTERS ARISING FROM THE MINUTES OF THE EGM OF 8th November 2017.</p> <p>P63 - Cllr Freer confirmed his report containing 12 points was a personal letter to the chairman, but was pleased that it had been dealt with. He asked if his 12 questions could be itemised in the minutes. It was resolved to change the minutes to include this, proposed Cllr Freer seconded Cllr Wright</p> <p>Sgt Oakley asked to speak, council went out of session to allow the police to speak proposed Cllr Jarvis seconded Cllr Singh</p> <p>Sgt Oakley asked as the EGM was a public meeting how did the public become aware of it. The clerk clarified all meetings are advertised on the Town council Website/Library/NWBC/Market Square. Cllr Freer pointed out that it is not the responsibility of the council to advertise them in other areas.</p> <p>Sgt Oakley commented that Atherstone Town Council should have communicated the EGM fairly to both sides of the grave dispute as there are 6 siblings. He also asked if Graham Eaton and Carol Brown had been informed of the clarification to Cemetery Regulation 37. The clerks confirmed they had not informed them nor had any instruction to do so from council.</p> <p>Sgt Oakley confirmed with the Eaton family who were present at the meeting if they gave him permission to discuss the dispute. They agreed to this.</p> <p>In summary in March 2015 Warwickshire Police were informed of an incident in the cemetery where flowers were placed on a grave and removed.</p> <p>In May 2015 in an attempt at mediation between the Eaton family a compromise agreement was agreed as to specific times that flowers could be placed on the grave and would not be removed. This agreement broke down.</p> <p>Under the Harassment Act 1977 just 2 or more occasions constitute harassment. Graham Eaton and Carol Brown feel the removal of flowers from the grave is a form of harassment.</p> <p>The case is now with the CPS as this is a domestic/sibling related case, the police cannot make a decision. If it were a non-domestic related case the police do have enough evidence to charge. The CPS will advise Sgt Oakley of their decision to or not to prosecute other family members for removing flowers from their parents grave.</p> <p>Sgt Oakley commented on P64 item 4b regarding the private interview with himself and Sharon Hayden that she had now made public. He confirms that no threat was made by him.</p> <p>P72 11/17</p>		

	<p>Sgt Oakley asked had the Town Council contacted Tim Morris from ICCM and advised him of the amendment to Reg 37 and why was the advice of the ICCM not taken which was to nothing whilst there was a live police investigation. Cllr Wright confirmed it was not an amendment but a clarification and the council can choose to accept or not accept advice given.</p> <p>Cllr D Clews asked the council to clarify the safekeeping of unwanted flowers that are taken off graves.</p> <p>Sgt Oakley read the statement from the previous clerk Graham Day regarding the suggested location to place flowers “<i>if</i>” that were removed. He asked why has the decision been made now to the clarification to Reg 37.</p> <p>Cllr Freer pointed out he asked for this to made in April 17, but it was not actioned.</p> <p>Sgt Oakley pointed out it was a family of six siblings and Atherstone Town Council have a duty to listen to all six. He also pointed out that there could have been a new problem as this clarification had not communicated to Graham Eaton and Carol Brown and they could have been led to carry out a criminal act which would generate more heartache for the family and take up both police and council time.</p> <p>Cllr Wright left the meeting at 8.20 Council went back into session proposed Cllr Freer seconded Cllr Singh</p>		
17.	<p>Funding requests brought forward</p> <ul style="list-style-type: none"> a. Atherstone Cricket Club b. North Warks Volunteer Centre c. Atherstone Town Supporters Trust d. Phantom Knights e. Atherstone Adders Hockey Club f. First Atherstone Scouts g. Atherstone Hunt (for road closures only) <p>There was a brief discussion regarding the Atherstone Hunt funding application and the police confirmed their position for 1st January 2018. It was resolved that all funding requests were granted Proposed Cllr Freer seconded Cllr Jarvis</p> <p>P73 11/17</p>		

<p>9.</p>	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>An updated list was circulated at the meeting. Approval for all new cheques 108104 to 108125 inclusive.</p> <p>It was resolved to approve the updated list. Proposed Cllr Singh seconded by Cllr Barnard</p> <p>List of cheques over £500</p> <table border="0"> <tr> <td>R Brittle</td> <td>£3,500.00</td> </tr> <tr> <td>Glendale</td> <td>£4,170.00</td> </tr> <tr> <td>NWBC</td> <td>£2,503.14</td> </tr> <tr> <td>Smithy Farm</td> <td>£1,950.00</td> </tr> <tr> <td>Teleshore</td> <td>£1,098.00</td> </tr> <tr> <td>WCC</td> <td>£1,075.26</td> </tr> <tr> <td>Wages</td> <td>£3,538.14</td> </tr> </table>	R Brittle	£3,500.00	Glendale	£4,170.00	NWBC	£2,503.14	Smithy Farm	£1,950.00	Teleshore	£1,098.00	WCC	£1,075.26	Wages	£3,538.14		
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<p>10.</p>	<p>CORRESPONDENCE RECEIVED</p> <p>Item 2 letter from lady tripping on pavement in market square, to be forwarded to WCC</p> <p>Item 4 HMS Atherstone it was confirmed that Cllrs T and D Clews Cllr Barnard and her husband and Cllrs L and N Dirveiks will attend the decommissioning of HMS Atherstone on 14 December 2017 in Portsmouth</p> <p>No other comments</p>																
<p>11.</p>	<p>PLANNING MATTERS</p> <p>Cllr Jarvis declared an interest.</p> <p>Cllr Dirveiks declared an interest re PAP/2017/0554</p> <p>a) Planning Lists – 41, 42, 43, 44 b) Consultations:-</p> <p>Full Planning Applications</p> <p>Amended Application Ref: PAP/2017/0522 Advertisement Consent Application White Horse Inn, 127 Long Street, Atherstone, CV9 1AB No objections</p> <p>Application Ref: PAP/2017/0554 51, Long Street, Atherstone, CV9 1AZ Retrospective application for change of use from shop to Heritage Centre with small sales area. No objections</p> <p>P74 11/17</p>																

	<p>Application Ref: PAP/2017/0563</p> <p>Unit 7 Carlyon Rd Industrial Estate, Carlyon Road, Atherstone, CV9 1LQ Erection of two storey, detached portacabin and single storey rear extension No objections</p> <p>c) Decisions</p> <p>PAP/2016/0282 93-95 Long Street Listed Building Consent to re-instate the original appearance of the front elevation. Listed Building Consent Refused</p> <p>PAP/2017/0507 11 Oakfield Gardens Works to trees protected by the Tree Preservation Order. Tree Preservation Order Consent Granted</p> <p>PAP/2017/0509 9 Nursery Rd, Atherstone Single storey extension Granted</p> <p>PAP/2017/505 Land adjacent to Orchard Cottages South Street Atherstone Tree Preservation Order Consent Granted</p> <p>OTHER</p> <p>Email : Christina Fortune Atherstone Golf Course Rights of Way - noted</p>		
12.	<p>REPORTS</p> <ul style="list-style-type: none"> • Financial reports for October 2017 had been circulated. <p>It was resolved to approve the reports. Proposed Cllr Jarvis Seconded Cllr Barnard</p> <ul style="list-style-type: none"> • Clerk's Report The clerk asked if the council would like an Atherstone Town Council Facebook account for observation purposes. This was not favoured. The clerk asked for confirmation of the Christmas light switch on, it was confirmed it will be 5:15pm <p>P75 11/17</p>		

	<ul style="list-style-type: none"> • Town councillor reports <p>Nothing reported</p>		
13.	<p>CEMETERY MATTERS</p> <p>b) Recent Burials in Atherstone Cemetery</p> <p>Derick John Mottram E1311 re open for ashes</p> <p>Patricia Fisher E1555 re open for ashes</p> <p>a) MEMORIAL APPLICATION</p> <p>None this month</p>		
14.	<p>NEIGHBOURHOOD PLAN</p> <p>The meeting planned for 13th November 2017 was cancelled due to workload, a new meeting will be rearranged for January 2018</p>		
15.	<p>ARCADE SHOPS</p> <p>15a The schedule of works and the drawings had been circulated to all councillors prior to the meeting. It was resolved for the clerk to get initial costings of work identified as required. Proposed Cllr Freer seconded Cllr Jarvis</p> <p>15b The clerk reported some of the Arcade shop tenants have asked if they can open Christmas Eve. This will require extra caretaking duties, it was resolved to allow the shops to open and to pay for extra caretaking Proposed Cllr Singh seconded Cllr Jarvis</p>		
16.	<p>MARKET SQUARE</p> <p>Nothing to report</p>		
17.	<p>This was brought forward after Item 8</p>		
18.	<p>Play areas</p> <p>A meeting was held with Stephanie Wagstaff from NWBC Community Development regarding requests for a skate park at Westwood Park. She said there could be potential funding available. She is looking at a suitable area and will report back to the council and suggested visiting other skate parks recently developed for ideas.</p> <p>P76 11/17</p>		

19.	<p>There is some overgrown land at Merevale a complaint had been received from the plot holder adjacent to the land. The council agreed to have a wide track width cut back to avoid it overgrowing onto nearby plots. Clerk to contact NWBC</p>		
20.	<p>The Old Mortuary Maintenance</p> <p>The surveyors report has now been received from Tim Jones, it was agreed to add this to next month agenda to give everyone time to look at the report in more detail.</p>		
21.	<p>Honorary Citizens 2018</p> <p>There were 3 nominations received as below. Margaret Wilkins Samantha Leake Neil Sheasby (Cllr Freer declared an interest)</p> <p>It was decided the Honorary Citizen for 2018 will be Margaret Wilkins, proposed Cllr Clews seconded Cllr Barnard</p>		
22	<p>Freedom of information request.</p> <p>A freedom of information request complaint has been made regarding a January 2017 request. Due to the change in clerks this had not been completed. The case worker has agreed to extend the response deadline. It was proposed to send the information proposed Cllr Jarvis seconded Cllr Singh</p>		
	<p>PRIVATE & CONFIDENTIAL</p> <p>It was resolved that, under Section 100A of the local Government Act 1972, in view of the confidential nature of the business about to be transacted (Details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods or services, employment matters, and action to be taken or to be taken in connection with the prevention, prosecution or investigation of a crime) it is advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paragraphs 1 and 11 of Part 1 of Schedule 12A of the said Act, that the public be temporarily excluded and they are instructed to withdraw.</p> <p>Proposed Cllr Freer seconded Cllr Barnard</p>		
23.	<p>CCTV MATTERS</p> <p>Cllr Singh reported a revised quote has been received from MES Systems Ltd and was discussed at the recent partnership meeting with Gary McGenity and Angela Coates. The proposed CCTV upgrade project will be put to the NWBC resources board in January 2018</p> <p>It was also discussed that both parties need to go ahead with the upgrade as it won't be compatible.</p> <p>P77 11/17</p>		

24.	<p>Employment matters</p> <p>Clerk reported there was nothing new this month.</p>		
25.	<p>P&C email from Sgt Oakley, dated 7th November 2017 Item 4</p> <p>The clerks asked for a resolution regarding giving information to the police.</p> <p>It was resolved that in such cases the Clerks ask the police for a full definition of their powers with regards to the seizure of such information whilst acknowledging Atherstone Town Council should not withhold information from the police. The Council should be made aware and see the information before it is sent on to the police. Proposed Cllr Freer seconded Cllr Singh.</p>		
	<p>The meeting closed at 9.40pm the Next meeting 13th December 2017</p>		

Signed Chairman of Atherstone Town Council

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