

ATHERSTONE TOWN COUNCIL - draft

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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 16 May 2018 7.00pm
IN ATTENDANCE	Town Councillors: T Clews, M Davis, G Davis, L Dirveiks, Gurney, Singh, Jarvis, L John, Wright, Barker Police: Borough and County Cllr D Clews, N Dirveiks Public: M Wrigley, C Evans, M Jordan, K Warburton, E Bracey
APOLOGIES	Councillors: Bishop
CHAIRMAN	Cllr Wright
CLERK	Odette Ghent, also present Deputy Clerk Sally Oldham

Item		Actions	Notes
1.	Cllr T Clews opened the meeting. ELECTION OF CHAIRMAN FOR 2018-19 It was resolved that Cllr Wright be elected, proposed Cllr Singh seconded Cllr G Davis Cllr Wright signed the Declaration of Acceptance of Office and took the Chair.		
2.	ELECTION OF VICE-CHAIRMAN FOR 2017-18 It was resolved that Cllr Gurney be elected, proposed Cllr T Clews seconded Cllr M Davis		
3.	APOLOGIES It was resolved to accept the apologies. Proposed Cllr Singh seconded Cllr Gurney		
4.	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.		
5.	PUBLIC SESSION (maximum 30 minutes) M Wrigley reported a garage had been set on fire during the night in Dudley Street belonging to a 91year old lady. She was not aware of this at the time as it was not attached to her house but was disappointed that the Fire Brigade had not checked to see if she was ok after they attended the fire, they did visit the lady 3 weeks later to apologise. C Evans from the Angel pub asked the council if they would sponsor a planter for the WW1 commemoration event on 2 nd June. The cost is £80. Cllr Gurney declared an interest. P1 05/18		

	<p>Carol Evans also asked if the council would fund lunch and refreshments for the Traffic Management for Community Events course being held on 20 May 2018 at The Red Lion.</p> <p>Carol Evans asked if she could use the four pop up tents for both the WW1 event and Beer Festival. Cllr Gurney declared an interest. All three requests to be discussed in agenda item 27 Funding applications</p> <p>Emma Bracey from Community Development at NWBC updated the Council on local community work in the Town. Meadow Street gardens are being revamped on 5th June. The OVO Womens cycle race will be held again in the Town on 15th June with cycling related events leading up to the event. There will be “Show your shop” two weeks leading up to the event where a different shop will be showcased each day on social media.</p> <p>Cllr D Clews asked when the Ashes Scattering area will be opened. Cllr Wright confirmed there is a plan in place to get it opened.</p>		
27.	<p>Funding brought forward, Cllr Jarvis asked if the funding application could be brought forward. This was agreed proposed Cllr Jarvis seconded Cllr Gurney.</p> <ol style="list-style-type: none"> 1. Car Show 2018 £1,000 approved proposed Cllr Jarvis seconded Cllr Singh 2. St Marys Church WW1 project Cllr Jarvis declared an interest. £1,000 approved subject to providing their accounts proposed Cllr Singh seconded Cllr T Clews 3. Dickens 2018 £2,100 approved proposed Cllr Singh seconded Cllr Gurney 4. Summer in the Square 2018 £1,000 per event funds to be withheld pending accounts proposed Cllr Singh seconded Cllr M Davis 5. Beer Festival £750.00 approved plus the Canopy proposed Cllr Jarvis seconded Cllr Singh 6. Stonefest 2018 £500 approved proposed Cllr Singh seconded Cllr G Davis 7. Badgers 10K Road Race £800 approved proposed Cllr Jarvis seconded Cllr Singh 8. Beeline As a full application was not received the Beeline application was not considered. <p>P2 05/18</p>		

	<p>Requests from Carol Brown during public session.</p> <p>The lunch and refreshments for the Traffic Management for Community Events was approved but capped at £100 and the Red Lion to invoice ATC direct. Proposed Cllr Wright seconded Cllr L Dirveiks.</p> <p>The council agreed to sponsor planter for the WW1 commemoration event cost of £80 proposed Cllr Singh seconded Cllr T Clews.</p> <p>The council agreed for the use of the pop up tents for the WW1 event and Beer Festival, proposed Cllr Singh seconded Cllr Gurney. Any damage to be paid for.</p> <p>The Chairman confirmed that it is important to remember whilst the council want to support local events they must ensure there is not complacency with the same groups applying each year. New events and groups are welcome to apply.</p>		
<p>6.</p>	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</p> <p><u>Police reports</u></p> <p>No reports</p> <p><u>County and Borough Councillor reports</u></p> <p>Cllr N Dirveiks reported he had made enquiries about a street sign for the Post Office as requested by the Joanne Armstrong the Postmaster. Jo Edwards from WCC has confirmed that they have no objection to the sign but will not fund it. It was agreed to get a cost for a sign and to liaise with Joanne Armstrong.</p> <p>Cllr N Dirveiks reported the problem that the school run parking on Witherley Road had been looked at and there did not appear to be a problem. Cllr Jarvis disagreed with this and asked if ATC will request a further site visit around school times.</p> <p>Cllr Jarvis reported to the council that the Doctors Surgery on Station Street wants to set up a PPG group and would like a Town council representative. The criteria being they must be a patient at the practice. It was resolved for Cllr Gurney to be the representative proposed Cllr Jarvis seconded Cllr T Clews.</p>		
<p>7.</p>	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 18 April 2018</p> <p>It was resolved to approve the minutes, proposed Cllr Clews seconded Cllr Gurney</p>		
<p>8.</p>	<p>MATTERS ARISING FROM THE EGM OF 18 April 2018</p> <p>None</p>		
<p>9.</p>	<p>TO RECEIVE THE MINUTES OF THE EGM OF 24 APRIL 2018</p> <p>It was resolved to approve the minutes, proposed Cllr Clews seconded Cllr Singh</p> <p>P3 05/18</p>		

10.	MATTERS ARISING FROM THE MINUTES OF THE EGM 24 APRIL 2018 None		
11.	TO RECEIVE THE MINUTES OF THE EGM OF 8 MAY 2018 It was resolved to approve the minutes, proposed Cllr Clews seconded Cllr Gurney		
12.	MATTERS ARISING FROM THE MINUTES OF THE EGM OF 8 MAY 2018 None		
13.	REVIEW APPOINTMENT OF REPRESENTATIVES TO ORGANISATIONS AND GROUPS Due to the resignation of Cllr Clark a new council representative is required for Gramer Cottages and WALC North Area Committee, it was resolved to appoint Cllr G Davis for Gramer Cottages proposed Cllr Gurney seconded Cllr T Clews and to appoint Cllr T Clews for WALC North Area Committee proposed Cllr Gurney seconded Cllr Singh. It was resolved to replace Cllr Barnard with Cllr Gurney on the Allotment judging group proposed Cllr T Clews seconded Cllr Singh. It was resolved to replace Cllr Barnard with Cllr Jarvis on the CCTV committee proposed Cllr Gurney seconded Cllr T Singh. Cllr Wright proposed to set up a Cemetery Ashes Scattering Committee seconded by Cllr Jarvis. The following agree to join were Cllrs T Clews, Jarvis, Gurney, Wright		
14.	ANNUAL REPORT 2017-18 The annual report was circulated and approved proposed Cllr Singh seconded Cllr L Dirveiks		
15.	REVIEW OF CHEQUE SIGNATORIES No change		
16.	MEETINGS CALENDAR 2018-19 This was noted		
17.	REVIEW OF ASSET REGISTER The clerk asked for time to review this and update prior to Annual Return Submission.		
18.	REVIEW OF RISK ASSESSMENT To be reviewed prior to Annual Return submission as above		
19.	INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE A list was circulated prior to the meeting. Approval for all new cheques 108237 to 108253 It was resolved to approve the list proposed Cllr Barker seconded by Cllr T Clews List of cheques over £500 Wages £3,465.23 WCC £1,247.81 C Belcher £3,225.00 J&J Heating £2,520.00 Pin Digital £720.00 P4 05/18		

20.	CORRESPONDENCE RECEIVED (see list) No comments		
21.	<p>PLANNING MATTERS</p> <p>Cllr Jarvis and Cllr L Dirveiks declared an interest.</p> <p>a) Planning Lists – 14, 15,16,17,18 b) Consultations:-</p> <p>Application Ref: PAP/2018/0244 Nationwide, Long Street, Atherstone It was agreed to refer this to the Heritage Officer. The application is for a display of illuminated signage yet it looks from the plans like a new shop frontage.</p> <p>Application Ref: PAP/2018/0127 Co-op, Station St, Atherstone It was agreed to object to this application and refer it to the Heritage Officer on the grounds of over development and loss of parking. Also when plans were previously approved it was agreed to maintain an open aspect due to the Grade 2 listed railway station.</p> <p>There was no objection to the following 11 applications:</p> <p>Application Ref: PAP/2018/0070 110 Long Street, Atherstone</p> <p>Application Ref: PAP/2018/0071 110 Long Street, Atherstone</p> <p>Application Ref: PAP/2018/0145 Grendon House Long Street, Atherstone</p> <p>Application Ref: PAP/2018/146 Grendon House Long Street, Atherstone</p> <p>Application Ref: PAP/2018/0230 Land East of Herring Rd Atherstone</p> <p>Application Ref: PAP/2018/0237 1 Warwick House, Ratcliffe St, Atherstone,</p> <p>Application Ref: PAP/2018/0242 Atherstone House, Riversdale Rd, Atherstone</p> <p>Application Ref: PAP/2018/0275 White Horse Long Street, Atherstone</p> <p>Application Ref: PAP/2018/0276 80 Stafford St Atherstone</p> <p>P5 05/18</p>		

	<p>Application Ref: PAP/2018/281 10 Loveday Close Atherstone,</p> <p>Application Ref: PAP/2018/282 Alder Court and Heather Court Atherstone</p> <p>a) Decisions:-</p> <p>See attached weekly lists 14, 15,16,17,18 – decisions highlighted.</p> <p>Cllr Jarvis raised a concern about The New Swan Public House on Church Street which is displaying signage restricting parking (including disabled). It was agreed to refer a matter to a NWBC DDA officer.</p>		
22.	<p>REPORTS</p> <ul style="list-style-type: none"> • Financial reports for April 2018 had been circulated. This was noted. • Clerk’s Report <p>The clerk reported an email had been received from the NWBC Green Space Officer regarding a memorial bench in honour of the proprietor of the Happy Gathering Chinese who sadly recently passed away. The proposed location of the bench outside the Memorial Hall currently has a Town Council Planter in place. A request for this to be relocated to the other side of the hedge was approved proposed Cllr T Clews seconded Cllr Singh.</p> <p>The clerk has updated the Councillor Attendance record.</p> <p>The clerk reported the bench that was removed from outside Mc Colls has now been relocated to the Market Square.</p> <p>The clerk reported there had been problems with the cemetery grass cutting, this was due to continued bad weather. The contractor is aware and making their best efforts to improve this.</p> <p>The clerk highlighted the proposed 3.5T weight limit for vehicles entering the cemetery would cause a problem with the Briers waste lorry as their smallest one is 7.5T. The council agreed that as that vehicle only goes to the centre of the cemetery they could have special permission to continue. The Chairman referred to an email from the grave digger who felt that the weight restriction would not solve the problem whereas making two of the corners slightly wider would. The Chairman asked the clerk to get quotes for this work.</p> <p>The clerk reported that herself and the Deputy Clerk had attended a recent GDPR training course and would feed back to the council shortly.</p> <p>P6 05/18</p>		

	<ul style="list-style-type: none"> • Town councillor reports <p>None</p> <p>It was noted that Cllr Chris Clark had resigned</p>		
23.	<p>CEMETERY MATTERS</p> <p>a) Memorial applications</p> <p>Edward Clarke B289 Headstone and kerbs</p> <p>Evelyn Blower A336 Inscription</p> <p>Betty Reid E647 Kerb</p> <p>Elsie Turney E1402 Inscription</p> <p>Frank Bartlam A483 Headstone</p> <p>Gordon Blakeman A497 Headstone</p> <p>b) Recent Burials in Atherstone Cemetery</p> <p>Gordon Thomas Blakeman A497 Re open for ashes</p> <p>Margaret Day A364 Re open for ashes</p> <p>Marie Aherne RCE388 re open to single depth</p> <p>Keith Rowell B253 New triple plot.</p> <p>Gwendoline Mackie E234 Re open to single depth.</p> <p>c) Ashes scattering area update.</p> <p>Nothing to report</p>		
24.	<p>NEIGHBOURHOOD PLAN</p> <p>No further progress this month.</p>		
25.	<p>ARCADE SHOPS</p> <p>Unit 1 door – Mason Osborne has asked if he can have a replacement door for Unit 1 as the one in place does not lock and he feels it is not secure. It was resolved to get a quote proposed Cllr Wright seconded Cllr Singh.</p> <p>P7 05/18</p>		

26.	<p>MARKET SQUARE An application to use the market square for the Car Show 2018 was approved proposed Cllr Wright seconded Cllr Singh.</p>		
27.	<p>FUNDING APPLICATION Discussed earlier after public session</p>		
28.	<p>PLAY AREAS Nothing to report</p>		
29.	<p>ALLOTMENTS Nothing to report</p>		
30.	<p>HMS ATHERSTONE SHIPS BELL</p> <p>It was resolved that the location for HMS Atherstone Ships Bell will be in the Arcade in Long Street proposed Cllr Wright seconded Cllr T Clews. The Clerk asked to get a quote for this.</p>		
31.	<p>ST MARYS PLAYS AREA COVENANT</p> <p>The clerk reported that she is currently looking into this with WCC</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. Proposed Cllr Jarvis seconded Cllr Singh</p>		
32.	<p>QUOTATIONS</p> <ol style="list-style-type: none"> 1. Old Mortuary Roof The quotation to repair and refurbish the flat roof was approved proposed Cllr T Clews seconded Cllr Singh 2. Annual Play Inspections This was approved proposed Cllr Singh seconded Cllr Jarvis 3. New medals for Honorary Citizens and Past Mayor It was resolved to buy 7 medals proposed Cllr T Clews seconded Cllr M Davis. The clerk to confirm prices. <p>P8 05/18</p>		

33.	CCTV UPGRADE UPDATE An action from the CCTV Partnership meeting was for further CCTV presentations		
	The meeting closed at 8.40pm the Next meeting 20 June 2018		

Signed Chairman of Atherstone Town Council

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