

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 18 July 2018 7.00pm
IN ATTENDANCE	Town Councillors: M Davis G Davis Jarvis Bishop Singh Freer L John Barker Police: PCSO J Eales Borough and County Public: M Wrigley, B Burrows, S Hayden, D Eaton, E Bracey
APOLOGIES	Councillors: Wright, T Clews, J John, Gurney, L Dirveiks, N Dirveiks, Barnard
CHAIRMAN	Cllr Jarvis
CLERK	Odette Ghent, also present Deputy Clerk Sally Oldham

Item		Actions	Notes
1.	<p>APOLOGIES</p> <p>It was resolved to accept the apologies. Proposed Cllr Singh seconded Cllr G Davis The clerk reminded the council there was no chairman present and requested a vote for another councillor to chair the meeting. Cllr Jarvis was chosen proposed Cllr Singh seconded Cllr G Davis</p>		
2.	<p>DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY.</p> <p>It was agreed that these would be taken as and when.</p>		
3.	<p>PUBLIC SESSION (maximum 30 minutes)</p> <p>M Wrigley reported she had got stuck on her scooter on Coleshill St due to parked cars restricting access to the path. Cllr Jarvis asked PCSO Eales to note this, who informed Mrs Wrigley to call 101 in future as the obstructive car could have been towed away. Cllr Jarvis mentioned that the path outside the pet store on Coleshill St is very narrow due to stock displayed outside, also they claim they are allowed to cone off an area outside for deliveries. PCSO Eales will confirm this. Cllr Barker reported complaints about people sat outside the Nationwide Building Society demanding money for alcohol. PCSO said there have been no reports of this and all incidents should be reported to the police on 101. B Barrow asked for an update on his previous complaint about people entering the Merevale Allotments during the night and if any consideration had been made to restricting times the site is open.</p> <p>P20 07/18</p>		

	<p>Cllr Jarvis and PCSO Eales confirmed any incidents must be reported to the police on 101</p> <p>Deputy Clerk S Oldham confirmed only allotment plot holders, council and police have keys to the allotments which are security keys that cannot be re cut.</p> <p>Cllr Freer questioned what the council position is if people are accessing the allotments during the night.</p> <p>Sally Oldham confirmed the tenancy agreement does not stipulate access times and there is also a code of conduct that all tenants are urged to read. (Causing a nuisance is included in this) If the rules are broken the tenant can potentially lose their plot. It is optional to join the allotment association.</p> <p>Cllr Jarvis said it is a police matter if untoward activity is being carried out at the allotments and to call 101.</p> <p>PCSO Eales urged for a joint agency approach and for these incidents to be reported to the police as with more reports more investigations can be made and passing patrols.</p> <p>PCSO Eales offered to send a letter from the police to all tenants regarding the reports of suspicious behaviour. She will draft the letter and the clerks will send it out in order to comply with GDPR.</p> <p>Emma Bracey from NWBC reported the OVO Womens Cycle Tour was a positive event for the town which brought in extra trade around the town. The next cycle event is 5th September 2018 (Nuneaton to Leamington Spa) which will pass through Long Street.</p> <p>The 'Big Day Out' event is planned for 23rd September 2018 in Mancetter with a Military theme. Emma will email a list of future events to the clerks.</p> <p>Cllr Jarvis reported there is a Summer Camp at the Cricket Club, which does not appear to have been promoted. It runs for 4 weeks from 23 July to 17 August 2018</p>		
4.	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</p> <p><u>Police reports</u></p> <p>PCSO Eales reported 2 shoplifters were arrested this week. There is an ongoing drug problem in the town and the police are looking at problem solving models.</p> <p><u>County and Borough Councillor reports</u></p> <p>None</p>		
5.	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 20 June 2018</p> <p>It was resolved to approve the minutes, proposed Cllr G Davis seconded Cllr M Davis</p> <p>P21 07/18</p>		

6.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING 20 June 2018</p> <p>None</p>		
7.	<p>TO RECEIVE THE MINUTES OF THE EGM OF 6 July 2018 It was resolved to approve the minutes, proposed Cllr L John seconded Cllr R Jarvis</p>		
8.	<p>MATTERS ARISING FROM THE EGM of 6 JULY 2018</p> <p>None</p>		
9.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE A list was circulated prior to the meeting.</p> <p>Approval for all new cheques 108281 to 108302 It was resolved to approve the list proposed Cllr Singh seconded by Cllr G Davis List of cheques over £500 Wages £3,677.06 WCC £1,324.61 HMRC £2,932.66 Glendale £6,811.54 Harvey Pointon £700.00 C Belcher £1,744.00 NWBC £7,231.75 MKG Safety solutions £580.00 MGM roofing £2,370.00 Quadrant £1,646.00 Servicom £792.00</p>		
10.	<p>CORRESPONDENCE RECEIVED (see list)</p> <p>a. A request from St Marys church has been received asking if they can loan HMS Atherstone Ships Bell for the service on 14th October 2018 Service on 14th October 2018 to lay up the Ensign and Jack.</p> <p>b. Cllr Bishop asked if the report of loose stones leading up to the slide in St Marys play area had been sorted. Sally Oldham confirmed this has been rectified and additional problems highlighted for which quotes have been received to be discussed under agenda item 20a.</p>		
11.	<p>PLANNING MATTERS</p> <p>Cllr Jarvis declared an interest.</p> <p>a) Planning Lists – 24,25,26,27</p> <p>b) Consultations</p> <p>P22 07/18</p>		

	<p>PAP/2018/0244 Amended Plans Nationwide Illuminated signage – no objection</p> <p>PAP/2018/0422 Land at Rear of St Benedicts Close – Work to Trees in a Conservation Area No objection</p> <p>PAP/2018/0423 NWBC Council House Work to tree in a Conservation Area – No objection</p> <p>c) Decisions:- See attached weekly lists 24,25,26,27</p>		
12.	<p>REPORTS</p> <ul style="list-style-type: none"> • Financial reports for July 2018 had been circulated. This was noted. • Clerk’s Report Nothing to report • Town councillor reports <p>Cllr Singh asked the clerks about the locating of HMS Atherstone Ships Bell, she confirmed she has a meeting next Tuesday at Unit 7 where the bell will be located. Cllr Singh also reported the success of the OVO Ladies Cycle Race</p> <p>Cllr Bishop on behalf of Stonefest Art Exhibition thanked the Town Council for their £500 grant that helped towards cost of hiring the display boards and lighting and to pay for installation and take down. It was much appreciated and the event was well run and well presented.</p> <p>Cllr Freer reported comments he had received whilst doing the allotment judging, about the lack of water and requested the allotments to be added to a future agenda in relation to the allotment association.</p> <p>Cllr Jarvis reported the TQEA has put out their newsletter claiming the school is over subscribed. He asked if ATC would put pressure on WCC possibly by a Freedom of information request to get more specific data and to ask what are their plans to extend the school to ensure the future education needs are met for the children of Atherstone. Cllr Jarvis to compile a list of required information to be requested.</p> <p>P23 07/18</p>		

	<p>Cllr Bishop would like to know if there are any plans to re-introduce a 6th form college at the TQEA. Following the resignation of Cllr Clark there is no longer a Town Council representative on the board of governors, enquiries to be made if there is a vacancy. It was resolved to make these enquiries proposed Cllr Jarvis seconded Cllr Singh.</p>																								
<p>13.</p>	<p>CEMETERY MATTERS</p> <p>a) Memorial applications</p> <table border="0"> <tr> <td>Gladys Florence May Burton</td> <td>A326 Additional inscription</td> </tr> <tr> <td>Nancy Thompson</td> <td>E1578 Additional inscription</td> </tr> <tr> <td>Terence Smith</td> <td>A487 Headstone</td> </tr> <tr> <td>Jean Jackson</td> <td>A342 Additional inscription</td> </tr> <tr> <td>Barbara Lea</td> <td>E1410 Additional inscription</td> </tr> <tr> <td>Nancy Riley</td> <td>N583 Additional inscription</td> </tr> </table> <p>b) Recent Burials in Atherstone Cemetery</p> <table border="0"> <tr> <td>Patricia W Fletcher</td> <td>RCE1063 open pre select plot to triple depth</td> </tr> <tr> <td>Nancy Riley</td> <td>N583 Re open for ashes</td> </tr> <tr> <td>Doreen Rose Palmer</td> <td>A482 Open for ashes</td> </tr> <tr> <td>Leonard G Richards</td> <td>E1028 Open pre select plot for out of Parish Double depth interment.</td> </tr> <tr> <td>Derrick T H Webster</td> <td>A401 re open for ashes.</td> </tr> </table> <p>c) Ashes scattering area update from the cemetery working group meeting of 12th July 2018, the following recommendations were made.</p> <p><u>Children's Ashes Scattering Area</u></p> <ol style="list-style-type: none"> 1) Children's Ashes Scattering Area .This name is not to be used and the area in question is not to be used for scattering any ashes at all. Instead it is to be retained as an additional quiet area with seating and incorporated into the general maintenance schedule for the cemetery. 2) The main ashes scattering area will be used for all adults and babies /children if requested. <p>P24 07/18</p>	Gladys Florence May Burton	A326 Additional inscription	Nancy Thompson	E1578 Additional inscription	Terence Smith	A487 Headstone	Jean Jackson	A342 Additional inscription	Barbara Lea	E1410 Additional inscription	Nancy Riley	N583 Additional inscription	Patricia W Fletcher	RCE1063 open pre select plot to triple depth	Nancy Riley	N583 Re open for ashes	Doreen Rose Palmer	A482 Open for ashes	Leonard G Richards	E1028 Open pre select plot for out of Parish Double depth interment.	Derrick T H Webster	A401 re open for ashes.		
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Adult Ashes Scattering area

a) MEMORIAL PLAQUES

- Council to supply and fit at a fee of £100 per plaque. One off fee in perpetuity. (fee to be reviewed as with other fees)
- Brass Effect - Supplied by Snobs
- Wording to be applied for as with other memorials and approved by the Clerk.

b) ASHES SCATTERING

- Approved Contractor to carry out private scatterings for the Town Council.
The fee for this still needs to be agreed by requesting three quotes from MGEvans / Devalls/ Coop.

c) TARMAC PATHS

- Following an inspection significant cracks are appearing despite the paths having been recently completely re-laid.
- An action needs to be agreed as the area cannot be opened if repair work impacts on the two scattering lawns. As this is still under investigation this will be discussed at a future meeting once a response from the contractor has been received.

d) GENERAL MAINTENANCE

- Concerns are raised by the group about other general maintenance on the gravelled area such as brambles etc.
The group recommends such work could be addressed in the “closed season” between November and February inclusive.

General cemetery matters.

Cllr Barker reported there are broken road kerbs on Gypsy Lane on the entrance to the roadway that contractors use to access the rear entrance of the cemetery, this was noted.

Cllr Bishop asked about the report that there may be a rough sleeper in the cemetery, this has not been confirmed and PCSO Eales reported following investigation it was not the case.

- **Correspondence received**

Craig Tracey MP and Marcus Jones MP
Grave E47 letter from D Eaton
FOI request from G Eaton

It was resolved to move these to P&C proposed Cllr M Davis seconded Cllr G Davis

P25 07/18

14.	<p>ARCADE SHOPS</p> <p>A complaint has been received from downstairs tenants at the arcade about the vibration from the upstairs dance studio during some exercise classes. The tenant in the dance studio has been made aware and although the classes have been running many years she has kindly removed the class from her timetable with immediate effect.</p>		
15.	<p>MARKET SQUARE</p> <p>Cllr Singh asked if the clerks can advertise the Tuesday and Friday market on the website and noticeboard in order to attract more traders.</p>		
16.	<p>PLAY AREAS</p> <p>Quotations have been received for faulty & replacement equipment to be discussed under agenda item 20a.</p>		
17.	<p>ALLOTMENTS</p> <p>As discussed under agenda item 3 a letter will be sent to all tenants about the reports of anti-social behavior.</p>		
18.	<p>ST MARYS PLAYS AREA COVENANT</p> <p>The clerk reported that she has not yet had a reply from WCC</p>		
19.	<p>ELECTION</p> <p>All election notices has gone up for the election on 26th July 2018</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 G Davis seconded Cllr M Davis</p> <p>P26 07/18</p>		

20.	<p>QUOTATIONS</p> <p>St Mary's Play Area:</p> <p>a. Wet-pour (damaged surface) Resolved to purchase from HAGS Proposed Cllr M Davis seconded Cllr M Singh</p> <p>b. Damage to wooden bridge (missing slats)/Replacement swing. Resolved to purchase from HAGS Proposed Cllr R Barker seconded Cllr M Singh</p> <p>c. Gypsy Lane work to Trees and Hedges (From 18th April 2018 Full Council meeting) Resolved to accept the quote from H R Goulds Proposed Cllr Jarvis seconded Cllr Barker</p> <p>Ashes Scattering Area:</p> <p>d. Removal of fire damaged tree and other ground and shrub work.</p> <p>e. Litter Bins for two Shelters</p> <p>Resolved to accept the quote from C Belcher (d and e) Proposed Cllr Freer seconded Cllr Singh</p> <p>f. Revised Quotation for additional weekly Litter and Removal of flowers from the new trough. – to carry forward to next meeting</p> <p>g. Bench Treatment (five within ashes scattering areas).</p> <p>Resolved to accept the quote from H Pointon subject to using a coloured stain not varnish Proposed Cllr G Davis seconded Cllr Singh</p> <p>Cemetery:</p> <p>h. Costing for supply and planting of a memorial tree. The location and type of tree previously agreed the quotations to be presented to Mrs Snell for her to decide and arrange and pay direct with the contractor.</p> <p>i. Additional Work in Cemetery one day a month as required. Resolved to accept the quote from Glendale Proposed Cllr Jarvis seconded Cllr Singh</p> <p>j. Work to round off two corners in the lower cemetery area. Resolved to accept the quote from C Belcher Proposed Cllr Freer seconded Cllr Barker</p>		
21.	<p>CCTV UPGRADE UPDATE</p> <p>To be discussed at CCTV Partnership meeting on 26th July 2018</p>		
22.	<p>Garner Canning – Grave Dispute</p> <p>A letter forwarded from Garner Canning was discussed.</p>		
	<p>P27 07/18</p>		

23.	<p>ARCADE</p> <ul style="list-style-type: none"> • The recent Fire Risk Assessment carried out by MKG Fire Safety Solutions was discussed and the action plan prioritised. • Following recommendations from the report the council have adopted a No Smoking Policy throughout the arcade including Electronic Cigarettes • Use of gas cylinder heaters in the arcade is not allowed and all tenants to be advised in writing. 		
24.	<p>The following items of correspondence were discussed</p> <ul style="list-style-type: none"> a. Letter from Craig Tracey MP and Marcus Jones b. Grave E47 letter from D Eaton c. FOI request from G Eaton 		
	<p>The meeting closed at 9:15pm the Next meeting 15 August 2018</p>		

Signed Chairman of Atherstone Town Council

P28 07/18