

## ATHERSTONE TOWN COUNCIL

PO Box 2000, Atherstone, Warwickshire, CV9 1YN  
 Communications: Telephone and Fax 01827 720829  
 Email clerk@atherstone-tc.gov.uk

DOCUMENT	<b>MINUTES OF THE TOWN COUNCIL MEETING</b>
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 18 <sup>th</sup> September 2013 start 7.00 pm
IN ATTENDANCE	Town Councillors: M Davis, G Davis, L Freer, Shaw, Peat, R Freer, Jarvis, Clews, Barker, Public: Mr and Mrs Hart, Mr and Mrs Lakin, Mr and Mrs Rollins, Mr Teasdale, Mr Perry, Mr Boulstridge, Mr Chetwynd, Mrs Clay, Mrs Wrigley.
APOLOGIES	Town Cllrs: Pickard, Singh, Barnard
CHAIRMAN	Cllr Barker
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	<b>APOLOGIES</b> It was resolved to accept the Town Council apologies. Proposed Cllr Shaw, seconded Cllr Peat.		
2.	<b>DECLARATIONS OF INTEREST &amp; DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTEREST</b> To be taken as and when.		
3.	<b>PUBLIC SESSION</b> <u>Allotment Awards</u> were presented by the Deputy Mayor Cllr Barker. <u>New Bin Service:</u> Mrs Clay commented that new bin arrangements seemed to be working well but storage of bins could be a problem for some people. Cllr L Freer said if anyone had a problem with storage of the bins to contact NWBC. It was noted that the new edition of North Talk had information about a drop in session at NWBC to discuss the new service. <u>Parking:</u> Mrs Wrigley reported that whilst trying to cross the road on her mobility scooter she was nearly run over due to the parking problem in the area of Long Street near Church Street and Market Street. Cllr L Freer thought it should be reported to the police. Cllr R Jarvis thought bollards should be put outside Bates Butchers to make a chicane as that was also a problem area. Cllr R Freer said that parking in such a way as to cause an obstruction is an offence and should be policed. Cllr M Davis said that parking had been raised at the Area Forum <u>Office Ceiling:</u> Cllr D Clews asked why there were broken tiles and cables dangling from the ceiling and a screen covering the fire door. It was noted that it was temporary whilst a ceiling projector was sourced. <u>All Weather Pitch:</u> Cllr R Jarvis reported a problem with users of the  <b>P57 09/13</b>		

	<p>pitch at the school parking on grass verges and causing problems for local residents. The car park should be open and people should be made to use it. Cllr L Freer had followed up a complaint and had been informed that the big car park would be opened in future. Cllr M Davis said that he was pursuing the problem with Simon Powell to review the booking process. Cllr R Jarvis asked that residents are consulted.</p> <p><u>Marie Close:</u> Cllr R Freer noted that the pathway is overgrown and the trees are encroaching onto the road. Cllr L Freer confirmed she had reported the problem. Cllr L Freer also reported that she was still awaiting a reply from WCC regarding the tree and bushes on the approach to the Witherley island.</p>		
4.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 11<sup>th</sup> SEPTEMBER 2013</b></p> <p>It was resolved to accept the minutes. Proposed Cllr Shaw, seconded Cllr Peat.</p>		
5.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 11<sup>th</sup> SEPTEMBER 2013.</b></p> <p>P52 09/13 Holte Rd and Friars Gate over hanging trees.  <b>It was resolved to write to County Councillor N Dirveiks to ask what was being done about about the overhanging trees between Holte Rd and Friars Gate. Proposed Cllr G Davis seconded Cllr Shaw.</b></p> <p>P53 09/13 Bin Fire  <b>It was resolved to write to the police and make a formal complaint about this arson attack in Silver Street and also a report from Cllr N Dirveiks that a bin had been thrown at his house window. Proposed Cllr R Freer seconded Cllr L Freer.</b></p> <p>P53 09/13 Cemetery Complaint E82 – this had been reported to the contractors and the clerks were due a call when the work was completed each week so that it could be inspected.</p> <p>P54 09/13 Nomad Camera: a quotation was due for discussion later under agenda item 16.</p> <p>P 55 09/13 CCTV Fibre Optic Cable Repair: it was noted that a follow up email had now been received from Quadrant and would be discussed later under agenda item 16.</p> <p>P56 09/13 Cllr R Jarvis was concerned that there was power going to the church up lighters as the glass was broken giving access to wires. Cllr Shaw reported that the power was off.</p>		
6.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b></p> <p>The clerk reported that cheque number 106313 was payable to the Canal and River Trust not McBeath and Co as originally listed. List of cheques presented numbers 106313 to 106318 for approval. It was resolved to approve the list and sign the cheques, proposed Cllr G. Davis, seconded Cllr Peat.</p> <p><i>List of cheques above £500.00</i>  Donation to Canal and River Trust £1,000.00</p> <p><b>P58 09/13</b></p>		

7.	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>Item 6: Budget Setting Course:  <b>It was resolved for the Clerk to attend if he needed to go. Proposed Cllr R Freer seconded Cllr Clews</b></p> <p>E6: Remembrance Service arrangements and Summer 2014 Parade:  <b>It was resolved to advise that a) any road closure requests should be directed to NWBC b) the Town Council would book the Market Square for the July 2014 event, c) the Town Council would be pleased to invite the organisers to come and talk to members about the County Parade and also to talk about a project the Town Council are working on relating to the War Memorial in Atherstone Cemetery.</b></p> <p>E11: Barnsley Close Tree enquiry.  <b>It resolved for the clerks to undertake a site visit and take photographs of the problem and report back to the next meeting. Proposed Cllr M Davis seconded Cllr L Freer</b></p>		
8.	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Lists – 35</b></p> <p>b) <b>Consultations</b>  <b>PAP/2013/0405: Phoenix Yard</b> Variation of condition no 2  PAP/2007/0528  Response deadline 24/09/13  <b>It was resolved that there was no objection.</b>  <b>Proposed Cllr Peat seconded Cllr R Freer</b></p> <p><b>PAP/2013/0366: 59-61 Long Street, Atherstone</b>  Response deadline 01/10/13  <b>It was resolved that the windows should be more in keeping with a conservation area and the upper and lower floor windows should match. Proposed Cllr Peat seconded Cllr G Davis</b></p> <p>c) <b>Decisions</b>  Nothing to report</p> <p>d) <b>Conservation Areas and Listed Buildings</b>  Nothing to report</p> <p>e) <b>Other</b>  NWBC: Street Names – Land at rear of 58-82 St Georges Rd - Noted</p> <p>f) <b>Licensing Matters</b>  Nothing to report</p>		
9.	<p><b>REPORTS</b></p> <p><b>Clerk's Report</b>  It was reported that the Cemetery benches are currently under going maintenance. Four of the benches have been identified as beyond repair or unsafe. It was agreed to contact the families and advise them</p> <p><b>P59 09/13</b></p>		

	<p>that the benches needed removing. If the families cannot be contacted an unsafe notice would be put on the bench asking the family to contact the Town Council within one month. After that time the memorial plaques would be removed and the benches disposed of. As these are benches in memory of one family member the family could request replacing the bench but it would be in line with the current policy of three families to jointly purchase a new bench. Cllr Clews would liaise with the clerk to help identify the families.</p> <p>2) Office ridge tiles:  <b>It was resolved that as it was a potential hazard the clerk should get a roofer to fix the problem as soon as possible. There was no requirement to bring a quotation back to the council but the contractor should have the relevant insurances. Proposed Cllr M Davis seconded Cllr G Davis.</b></p> <p>3) It was agreed to meet with Parkwood Consultants on Wednesday 9<sup>th</sup> October 7pm to discuss the Tranquility Walk and Ashes Scattering Area projects.</p> <p>4) Treasure Hunt – Cllr Clews and the Deputy Clerk are due to attend an assembly next Monday 23<sup>rd</sup> September at 1.15pm to hand out certificates and book tokens at Racemeadow School.</p> <p><b>Representative's Reports</b>  Cllr G Davis reported that the Pharmacy at the Ratcliffe Road Surgery will be open at the end of October. The Flu clinics start on 30<sup>th</sup> September. A shingles injection is also planned for those aged 70 or 79. Cllr Jarvis The Car Show had been well organised and had gone well despite the poor weather.</p>		
10.	<p><b>MARKET SQUARE</b>  The clerk reported that the organiser of the Italian market had visited to view the square on Tuesday 17<sup>th</sup>. September at 8.30am.  It was agreed that the event is to take place on Sunday December 8<sup>th</sup> 2013 with access from 7.30am. Approximately 16 stalls will trade from 10am to 4pm making use of the power on the square. All electrical equipment to have current PAT test certificates and all vehicles to be suitably earthed. The organiser is required to provide risk assessments, insurance up to £5 million, food safety management certificates and any vehicles on the square are not to exceed 3.5 tonne. The organisers have agreed to clear up after themselves but the Town Council will ask Mark Kennell at NWBC to provide free wheelie bins. The organiser will provide a banner and posters / leaflets and the Town Council will assist with promotion by way of a press release/ website / newsletter.  <b>It was resolved that no fee would be charged by the Town Council for hiring the square. Proposed Cllr Shaw seconded Cllr R Freer.</b></p>		
11.	<p><b>CEMETERY MATTERS</b>  <b>a) Memorial Applications approved by clerks</b>  B148            Clamp family – headstone  A446            Gordon Bradley – headstone  E591            Marion Lilian Jewell – additional inscription</p> <p><b>P60 09/13</b></p>		

	<p>O310 John Farmer – headstone and kerbs  A372 John Rowe – additional inscription  B164 Gilbert Wilkins – headstone</p> <p><b>b) Recent Burials in Atherstone Cemetery</b>  Clifford Frost A334 - Re open ash plot  Colin Edward Teagles A448 – new ash plot</p>		
12.	<p><b>HONORARY CITIZEN 2014 ( Date to be set for receipt of nominations)</b>  It was agreed to receive nominations for the December 4<sup>th</sup> meeting and to publicise through the Town Council newsletter.</p>		
13.	<p><b>NON ATTENDANCE AT COUNCIL MEETINGS (Correspondence item E16)</b></p> <p>Cllr R Freer said that regulations were being ignored and he wished his complaint to be minuted. He felt that the Town Council should see what their own resolved regulations are and if they do not agree then advice should be sought from WALC.  The Deputy Clerk read out the statutory position regarding Persistent Absence: LGA 1972, s85(1) and (2).  <b>After further debate it was resolved by the next meeting to email the current Standing Order regulations about absence along with the current situation from WALC and make sure all comply.</b>  <b>Proposed Cllr M Davis seconded Cllr G Davis</b></p>		
14.	<p><b>REPORT OF MEETING WITH MEREVALE ALLOTMENT ASSOCIATION ( 4/9/13)</b></p> <p>The report circulated to all councillors was noted and the following resolutions were made:  <u>Bonfires</u>: <b>It was resolved that bonfires could only be lit between October and February inclusive and that still the flags should be viewed to ensure the smoke was blowing away from the houses.</b>  <b>Proposed Cllr R Freer seconded Cllr L Freer</b></p> <p><u>Uncultivated Plots</u>: <b>It was resolved that when a tenant takes on an uncultivated plot it must now be cleared within <u>one</u> month (previously three months was allowed).</b> Proposed Cllr R Freer seconded Cllr L Freer.</p> <p><u>Overgrown Vacant Plots (Merevale 45, 46,47 and Gypsy Lane 15a and 15b)</u>: <b>It was resolved to obtain a quotation to plough and scuffle these areas. In addition the area of plot 40 at Merevale could be included in the strimming schedule.</b></p> <p><u>Code of Conduct</u>: <b>It was resolved that a draft Code of Conduct be produced by the Deputy Clerk in consultation with the Merevale Allotment Association. This would then be brought back to full council and if approved issued to all tenants. Proposed Cllr R Freer seconded Councillor L Freer.</b></p> <p><b>P61 09/13</b></p>		

	<u>Gypsy Lane Allotment Association</u> : It was agreed that they could use a security lock for the allotment site as they requested.		
15.	<b>LOCAL COUNCIL'S CHARTER REVISED DRAFT (1) (Correspondence Item E13)</b> This was noted.		
	It was agreed that, under Section 100A of the local Government Act 1972, in view of the confidential nature of the business about to be transacted ( <i>Prospective employees, details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods or services, action to be taken in connection of the prevention of crime</i> ), 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 Shaw, seconded Cllr Peat.		
16.	<b>CORRESPONDENCE RECEIVED (confidential)</b> <u>Dickens Night Reception</u> : It was resolved to accept the quotation presented for the afternoon Reception and the Evening Buffet. Proposed Cllr Shaw seconded Cllr M Davis  <u>Nomad Deployable Camera</u> : It was resolved to accept the quotation received and to purchase one Nomad Multicam ReDeployable Camera and one Laptop ( <u>excluding</u> laptop accessories of briefcase and charger and items relating to 3G Video Transmission). Proposed Cllr Shaw seconded Cllr R Freer.  <u>CCTV Fibre Optic Cable repair</u> : The clerk circulated a reply from Quadrant regarding the recent repair. It was resolved that, after taking independent advice, to ask NWBC for an inspection and explanation on site of the work carried out (with Quadrant and the CCTV representatives from the Town Council present). Proposed Cllr R Freer seconded Cllr Shaw. It was agreed that Cllr R Freer would liaise with clerk about the independent advisor.		
17.	<b>ARCADE SHOPS UPDATE</b> An email from R Dobbs of NWBC was circulated at the meeting, along with an advisory email from Garner Canning. The clerk pointed out, through the chairman, the paragraphs in the advisory email relating to TUPE liability to the Town Council if the NWBC proposal was accepted. Cllr R Jarvis asked for a named vote: <b>It was resolved to send the email from Sarah Venables of Garner Canning (dated 17.09.13-18.01hrs) to R Dobbs and NWBC solicitor asking them for their comments. Proposed Cllr M Davis seconded Cllr G Davis.</b> Votes For: Cllrs R Freer, L Freer, M Davis, G Davis Votes Against: Cllr Shaw Abstentions: Cllrs Clews, Jarvis, Peat, Barker		
18.	<b>QUOTE FOR CEMETERY TOILET REFURBISHMENT / OFFICE CEILING</b> It was resolved to accept the quotation as long as a new door was not needed. Proposed Cllr L Freer seconded Cllr Shaw.  <b>P62 09/13</b>		

	<b>It was resolved to purchase the ceiling tiles as quoted and the projector cradle as previously quoted along with a screen and associated electrical work. Proposed Cllr Shaw seconded Cllr Peat</b>		
	<b>The meeting closed at 9.45pm.</b>		

Signed ..... Deputy Chairman of Atherstone Town Council