

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 18 th June 2014 7.00pm
IN ATTENDANCE	Town Councillors: Singh, Clews, Barker, Jarvis (arrived 7.08pm), Clark, Shaw, G Davis, M Davis, Barnard, Pickard Public: Mr Hunton, Mr Wileman, Samantha Leeke (NW First Reponders)
APOLOGIES	Councillors L Freer, R Freer, McElhone Borough / County Cllrs L and N Diveiks
CHAIRMAN	Cllr Barker
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	<p>APOLOGIES As listed above. It was resolved to accept the apologies as offered. Proposed Cllr G Davis seconded Cllr Shaw</p>		
2.	<p>DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY. It was resolved these should be taken as and when. Proposed Cllr Shaw seconded Cllr M Davis</p>		
3.	<p>PUBLIC SESSION (Members of the public and Councillors may bring up items for future business) Samantha Leeke of the North Warwickshire First Responders asked for backing from of the Town Council for their idea of another defibrillator to be located in the Town. There is currently one inside the leisure centre but at times the centre is closed and the First Responders felt there was a need for one that is available 24/7. One suggestion was the Red Lion Hotel. It was stressed that they were not asking for money just for support of the idea. Cllr Shaw reported that there was another defibrillator in a building in town but that too was locked away. Training would be carried out by the First Responders trainer. Cllr Pickard said that the idea had his support and that there is a need for a defibrillator outside the NWBC offices. Cllr Jarvis arrived at 7.08pm Mr Wileman asked if the Town Council had decided about giving the precept over spend back. Cllr Barker re-iterated that as had already been indicated at the last meeting Mr Wileman had attended the money was going to be spent on an ashes scattering area in Atherstone Cemetery and the money would not be refunded to rate payers. Cllr Pickard stated that the decision to do this was not a unanimous one.</p> <p>P21 06/14</p>		

	<p>Mr Hunton stated his concerns about the proposed £15 cost of the new restricted security key for the allotments. Mr Hunton said it may be a lot of money in one go for some tenants and could the council consider increasing rents over say 2 years to cover the cost or subsidise it in some way. He also said that in his opinion even with the new key the gate would not be locked. The deputy clerk stated that locking the gate was on the tenants code of conduct and if a tenant was found in breach of the code of conduct by leaving the gate open they were breaking the rules of their tenancy and could be warned accordingly. Cllr Barker stated that the Town Council were supplying what they had been asked to supply by the tenants who had attended the Annual Parish Meeting. The item was due for discussion at agenda item 20 and Cllr Barker said Mr Hunton's comments would be duly considered.</p>		
<p>4.</p>	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS. County Cllr Clark reported that things were going well so far. He said that he had got the area team addressing the problem of Witherley Road island and they were liaising with the Highways Agency. Cllr Jarvis stated that budget cuts should be made through efficiencies and not by putting the public in jeopardy. Borough Cllr Pickard said that a Scrutiny Board meeting was looking at the issue of rural crime and has entered into a process to deal with the victims of rural crime. Cllr Shaw asked Cllr Clark to also look into the issue of the camber of the road at Witherley island. Cllrs L and N Dirveiks – a written report had been circulated and was noted.</p>		
<p>5.</p>	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 21ST MAY 2014. It was resolved to accept the minutes Proposed Cllr Shaw, seconded Cllr G Davis</p>		
<p>6.</p>	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 21ST MAY 2014 Item 3 P8 05/14: Cllr Shaw reported that perhaps a camera could be located on church land (such as the fence). Cllr Barker said it might be better to wait until planned work is carried out at the car park area of the church to see if a camera can be installed. Cllr Shaw stated that there should be caution as the car park is on the old cemetery. Item 18i P16 05/14:Re-locate dog Bin on Gypsy Lane: no objection had been received and the deputy clerk reported that this would therefore now be relocated as agreed. Item 18 ii P16 05/14 and Item19 i: It was agreed to hold a site meeting at Merevale Allotments to look at the overgrown areas. Cllrs Clews and Clark agreed to attend with the deputy clerk.</p>		
<p>7.</p>	<p>TO RECEIVE THE MINUTES OF THE EGM OF 11TH JUNE 2014 It was resolved to accept the minutes Proposed Cllr Shaw, seconded Cllr G Davis</p> <p>P22 06/14</p>		

8.	<p>MATTERS ARISING FROM THE MINUTES OF THE EGM OF 11TH JUNE 2014.</p> <p>It was confirmed that the support of young people in Atherstone would be put on the next agenda.</p> <p>It was resolved that Cllr Singh would look at other opportunities available for young people and report back. Proposed Cllr M Davis seconded Cllr Shaw.</p>		
9.	<p>ARBORETUM VISIT 3RD JULY – Final Arrangements</p> <p>It was resolved to approve the list of applications and to pay the Arboretum for 49 places. Spare places would be filled on a first come first served basis.</p> <p>Proposed Cllr G Davis seconded Cllr Singh.</p> <p>It was resolved that bottled water would be purchased by the deputy clerk to take on the bus. Proposed Cllr G Davis seconded Cllr M Davis</p>		
10.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>The clerk presented an amended invoice list of cheque numbers 106597 to 106628 for approval and signing.</p> <p>Cllr Jarvis declared an interest in cheque number 106617.</p> <p>It was resolved to approve the amended list for payment and to pay the Arboretum cheque number 106608 for 49 places at a total of £661.50</p> <p>Proposed Cllr G Davis, seconded Cllr Singh</p> <p>List of cheques above £500.00</p> <p>Employees cheques £2521.15</p> <p>Warwickshire County Council £883.24</p> <p>National Memorial Arboretum £661.50</p> <p>Cllr Shaw raised the question of the Car Show treasurer now being resident outside Atherstone. It was agreed not to pursue the matter.</p>		
11.	<p>CORRESPONDENCE RECEIVED</p> <p>Item 2: Coleshill Post Office Consultation. This was noted.</p> <p>Item 4: It was resolved to send a letter of thanks to HMS Atherstone and to inform them that Cllr Clews was Deputy Mayor for 2014-15. Proposed Cllr Shaw seconded Cllr M Davis.</p> <p>Item 5 and 6: Damaged Planter /Ball Game 2014. These were noted. It was agreed that Cllr Barker would inspect the repair when completed by the Smithy Farmshop and then decide whether it needed to be moved.</p> <p>Item 7: Tenancy of Unit 4. It was resolved to obtain a quotation to put the ceiling tiles back as per the condition of the unit when it was let. Proposed Cllr Shaw seconded Cllr M Davis.</p> <p>It was resolved to ask Garner Canning Solicitors whether a code of conduct could now be issued to all tenants regarding opening times etc. Proposed Cllr Pickard seconded Cllr Clews.</p> <p>E3: Rugby Post damage – It was resolved to write and ask if the posts were insured and how much it would cost to replace them Proposed Cllr Singh seconded Cllr M Davis.</p> <p>E14: HGV's through Atherstone. It was noted that overweight vehicles are being directed with satellite navigation through the town. It was resolved to write to the planning officer to see if a clause could be put into planning approvals that vehicles should follow correct routes to</p> <p>P23 06/14</p>		

	<p>avoid the road infrastructure being destroyed by heavy lorries. Proposed Cllr Jarvis seconded Cllr Clark. A copy of the letter to be sent to Mr Perkins. E37: Westwood Rd dog bin: it was resolved to price up a new bin. E57: Townwatch Meeting: Cllr Clews to attend.</p>		
12.	<p>PLANNING MATTERS</p> <p>a) Planning Lists – 19, 20, 21, 22</p> <p>b) Consultations PAP/2014/0236 – Ashleigh Nursery School, Old Watling St, Atherstone Erection of new nursery starter unit It was resolved that there was no objection to this application. Proposed Cllr Shaw seconded Cllr G Davis</p> <p>Additional PAP/2014/0275 – Land at 17-19 Long Street. It was resolved that due to the physical scale of the building roof lines should match with existing properties. Proposed Cllr Barker seconded Cllr Pickard It was also resolved to ask where both and trade refuse bins are going to be located. Proposed Cllr Shaw seconded Cllr Pickard.</p> <p>c) Decisions PAP/2014/0203, 36 Church Walk, side and rear extension – Granted.</p> <p>PAP/2013/0043 Hill House, 217 Long St, retrospective application for garage/ workshop/ store. Granted.</p> <p>PAP/2014/0155, 8 Florence Close, side extension – Granted</p> <p>PAP/2014/0045, 80 St Georges Rd, erection of detached double garage – Granted</p> <p>PAP/2014/0206, 45 Grove Rd, single storey extension to rear. Granted</p> <p>PAP/2014/0202, 88 Long Street, advertisement consent – Granted</p> <p>PAP/2014/0161, 1A Church Street, change of use from Class A1 to A2. Granted</p> <p>d) Conservation Areas and Listed Buildings Nothing to report.</p> <p>e) Other WCC 120 Long Street Atherstone – noted WCC Unit 19 Carlyon Road, Atherstone . It was resolved to reply that there should be a tonnage restriction put in place and a noise survey should be carried out and the operation should stay within ambient noise level for the time of day. Proposed Cllr Shaw, seconded Cllr Jarvis.</p> <p>P24 06/14</p>		

	<p>f) Licensing Matters Update of premises licence applied for by Town Clerk. It was reported that a premises licence has now been issued. Once the training has been completed alcohol permissions can be added later at a cost of £23.00. It was agreed that Cllr Jarvis could be the designated premises supervisor for both Summer in the Square events.</p>														
13.	<p>REPORTS</p> <p>a) Clerk's Report Nothing to report.</p> <p>b) Representative's Reports Cllr Shaw reported that he was attending the West Coast 250 Rail meeting the next day. Cllr Clews reported that she was attending the licensing of the new vicar at the weekend.</p>														
14.	<p>MARKET SQUARE</p> <p>a) Draft Application to NWBC Portas Fund It was agreed to submit the application as drafted by the deputy clerk. It was resolved to draft another application for funding towards renting the car parking space near the railway station. It was agreed to contact Mr Vero regarding the costs involved in order to determine the amount of funding required. Proposed Cllr Shaw seconded Cllr Singh. Cllr Barker raised concerns about dilapidations occurring to the market square and about who might be responsible for costs. It was agreed that Cllr Clark as County Councillor would ask WCC to inform which part it owned and to look at the road surfaces in the access roads around the market square and report back. It was resolved to ask the Market Manager to obtain copies of PAT Certificates and method statements for any vehicles plugging into the power supply on the market square. Vehicles should be earthed. It was also agreed that a padlock would be put onto the market square bollard and a key deposit of £25 applied, additionally non return of the key or non replacement of the bollard results in the loss of deposit and the deposit used to buy a new padlock. Proposed Cllr Jarvis seconded Cllr Shaw.</p>														
15.	<p>QUALITY STATUS Nothing to report.</p>														
16.	<p>TRANQUILITY WALK Correspondence Item E53 It was resolved to reply to Parkwood that the Town Council wished to hold the project in abeyance as it now appears the cemetery land may be needed quicker than anticipated due to drainage issues in the present cemetery. Proposed Cllr Clews seconded Cllr M Davis. It was resolved in the meantime to keep the pathway cut for access purposes. Proposed Cllr Singh seconded Cllr M Davis</p>														
17.	<p>CEMETERY MATTERS</p> <p>a) Memorial applications approved by the clerk</p> <table> <tr> <td>Keith Frederick Gardner</td> <td>O586 Tablet without vase</td> </tr> <tr> <td>Darryl Harvey</td> <td>B169 Headstone, kerbs and vase</td> </tr> <tr> <td>Wendy Anne Jackson</td> <td>E1385 Tablet with vase</td> </tr> <tr> <td>Barry Morris</td> <td>A449 Headstone</td> </tr> <tr> <td>Mavis Webster</td> <td>E1485 Tablet without vase</td> </tr> <tr> <td>Barbara Warren</td> <td>A425 Headstone</td> </tr> </table> <p>P25 06/14</p>	Keith Frederick Gardner	O586 Tablet without vase	Darryl Harvey	B169 Headstone, kerbs and vase	Wendy Anne Jackson	E1385 Tablet with vase	Barry Morris	A449 Headstone	Mavis Webster	E1485 Tablet without vase	Barbara Warren	A425 Headstone		
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b) Recent burials in Atherstone Cemetery

Alice Evans A66 - re open for ashes
Jean Greenfield E1373 re-open to double depth
Garry Andrews B149 re open to single depth

c) Ashes Scattering Area

It was resolved to now look for plans to progress this project. The clerk is asked to liaise with Nuneaton Crematorium to see if they can put us in touch with companies and a working group can meet to discuss further.

Proposed Cllr Clews seconded Cllr G Davis. Cllrs Pickard and Clark stated that they opposed this use of the precept overpayment money.

d) Damage to Cemetery Shelter – Correspondence item E 32

It was resolved to repair so that it was left as an opening (matching the adjacent opening already in the shelter). Proposed Cllr M Davis seconded Cllr Clark.

It was resolved to obtain a quotation for finding out the cost of putting a lamp post with associated power suitable for CCTV in the cemetery.

Proposed Cllr Shaw seconded Cllr M Davis

e) Cemetery Refuse collection from bottom tap area.

It was resolved to ask Atherstone Landscapes to place a second wheelie bin at the bottom tap. In future they were to empty two bins into the large bin once a week and the charge would now be £40 per week instead of £20. This would be reviewed in 6 months. Proposed Cllr Jarvis seconded Cllr M Davis. It was agreed to ask NWBC to provide a temporary service for the 1100litre bin as Tom White could not access the cemetery with their lorry. An alternative quote would be sourced from Briers.

f) War Memorial Cleaning – Correspondence item E33

It was resolved to obtain a quotation for this work. Proposed Cllr Clews seconded Cllr M Davis

g) Cemetery Complaint – Correspondence item E42

Photographs had been circulated at the meeting.

It was resolved to carry out a repair to the metal railings at the bottom of the cemetery. One missing vertical rail was to be replaced and then a horizontal rail attached across the width of 10 rails (budget set within the clerk's permitted spend as set by the financial regulations).

Cllr Shaw left the meeting at 9.15pm

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 (*Details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods or services*) 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 G Davis, seconded Cllr Singh

	<p>It was resolved to ask the Smithy Farmshop to re-turf the ground where the new water pipe had been laid. Proposed Cllr G Davis seconded Cllr M Davis</p> <p>A discussion took place regarding the current grounds maintenance service providers. The clerk was asked to investigate further and report back to the next full council meeting.</p> <p>It was resolved to end the private and confidential discussion and to return to the public meeting. Proposed Cllr G Davis seconded Cllr Jarvis</p>		
<p>18.</p>	<p>REPORT ON PARKING MEETING WITH POLICE 18.6.14- Correspondence Item E61</p> <p>Cllr M Davis reported on the meeting held earlier in the day which he and Cllr Clews had attended. Unfortunately Sgt Roger Fildes was unable to attend due to an on-going incident and a PCSO had arrived part way through the meeting for the same reason.</p> <p>Cllr M Davis explained that decriminalisation was the only way to move forward with the parking problem and it is the Town Council who need to initiate the process through NWBC and on to WCC. The Police were in full support of such a move towards decriminalisation for the whole of North Warwickshire.</p> <p>It was resolved that Atherstone Town Council are committed to the decriminalisation of parking. Proposed Cllr Jarvis seconded Cllr Clews It was resolved to write to all other North Warwickshire Parish Councils to seek their support. Also to copy the letter to all NW Borough Councillors and to those who attended the meeting from the Police and WCC. Proposed Cllr Clark seconded Cllr Clews.</p>		
	<p>P27 06/14</p>		

19.	<p>ALLOTMENT MATTERS</p> <p>a) NWBC advice on bonfires/ noise nuisance – requested from 21.5.14</p> <p>b) Gypsy Lane pest control and other issues. Correspondence Item E30</p> <p>It was resolved that the advisory notes provided by NWBC were to be included with the letter going to every allotment holder. Proposed Cllr G Davis seconded Cllr M Davis</p>		
	<p>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>Details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods or services</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.</p> <p>Proposed Cllr G Davis, seconded Cllr M Davis</p>		
20.	<p>QUOTATIONS RECEIVED:</p> <p>a) Merevale Padlock and Keys revised quotation.</p> <p>The clerk presented a revised quotation which was agreed. Installment payments for the key would be at the discretion of the clerk with all key payments to be paid in full by 1st March 2015.</p> <p>It was agreed to issue the draft letter to tenants at both sites on various issues relating to security, pest control, bonfires and noise nuisance as presented by the clerk.</p>		
21.	<p>PRIVATE AND CONFIDENTIAL CORRESPONDENCE – E8, E12 and E49.</p> <p>St Mary’s Road Play Area</p> <p>It was agreed to accept the recommendation of PC Leon Carter with 20 hours litter picking over the school holidays by way of Community Resolution.</p> <p>Gypsy Lane Allotments</p> <p>It was resolved to issue a letter to the designated pest controller.</p>		
	<p>The meeting closed at 10.05pm.</p>		

Signed Chairman of Atherstone Town Council