

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 . May 2016 7.00pm
IN ATTENDANCE	Town Councillors: Clews, Gurney, M Davis, G Davis, Clark, Barker, Wright, L John, Freer. Public: Mrs Wrigley, B Earp, S Horton-O'Hare. County Cllr: N Dirveiks.
APOLOGIES	Councillors: Bishop, Jarvis, Barnard, Singh, J John, L Dirveiks. Borough Cllr: D Clews. Police: PC C Bell.
CHAIRMAN	Cllr Barker/Clews
CLERK	Mr Graham Day/Mrs Sally Oldham

Item		Actions	Notes
1.	Cllr Barker opened the meeting. ELECTION OF CHAIRMAN FOR 2016-17 It was resolved that Cllr Jarvis be re-elected, proposed Cllr M Davis, seconded Cllr Wright.		
2.	ELECTION OF VICE-CHAIRMAN FOR 2016-17 It was resolved that Cllr Clews be elected, proposed Cllr G Davis, seconded Cllr Gurney.		
3.	Cllr Clews took the chair. APOLOGIES It was resolved to accept the apologies. Proposed Cllr G Davis, seconded Cllr Gurney.		
4.	PUBLIC SESSION Mrs Wrigley said that the Over 50s club had asked about the provision of a post office, and taxis parking on Station Street car park and on pathways. She also said that a shed burglary had occurred, in Princess Road, where a lady had confronted the offender and had been assaulted with a screwdriver. It was stated that this had only been recorded as a shed break-in. Cllr Wright said that someone was interested in running a post office, but were looking for suitable premises. Mrs Wrigley said that a petition was being raised about the condition of slabs and cobbles in the town, Cllr Dirveiks said that the work had been inspected, with the contractors, and several areas of concern had been identified.		
5.	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. P1 5/16		

<p>6.</p>	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</p> <p>A written report from PC C Bell was circulated and noted. It was agreed to write to PC Bell about the burglary/assault stated in public session.</p> <p>County Cllr N Dirveiks reported on behalf of Cllr L Dirveiks, he said that the Beech House refurbishment was being linked with the construction of 8 new properties, NWBC want Beech House to be done first by way of a section 106.</p> <p>County Cllr N Dirveiks spoke about the new lights in the alleyway from Long Street to the bus station, he said that they were on all the time partly due to the cost of timers, and that the lights were sometimes needed on dark days. He said that LED lights were very low cost and that they were not taken through the building entry, as the owner would not give permission.</p> <p>Cllr Gurney said that there was a pile of wood, at the old slaughterhouse, creating a fire hazard. Cllr Dirveiks said this was on private property and the responsibility of the owner.</p> <p>Cllr Freer spoke about the parking of taxis, from public session, Cllr Dirveiks said there was no restriction on parking in public car parks, Cllr Freer suggested that NWBC could bar commercial vehicles, Cllr Dirveiks said he would investigate.</p> <p>Cllr Wright said that NWBC would be shortly carrying out a full review of parking in the borough, Cllr Freer asked that taxis be included.</p> <p>Cllr M Davis said that a series of meetings regarding a combined authority were due at NWBC.</p> <p>Cllr Clark said that Severn-Trent were carrying out work in the town. He said that a road safety scheme was in process from Hartshill through Mancetter Road. He said that temporary safety work had been done on verges in Margaret Road, some bollards had been installed, and a consultation was in hand, with residents for long term improvements. Cllr Gurney said that a bollard had been knocked out and that a petition was being raised over the verges.</p>		
<p>21.</p>	<p>It was resolved to bring forward item 21. Funding requests received. Proposed Cllr Barker, seconded Cllr G Davis.</p> <p>FUNDING REQUESTS RECEIVED</p> <p>Atherstone Music Festival, request for £1000 to provide 2 stages. No accounts received. It was resolved to approve the request, but not to proceed until the accounts had been received and circulated.</p> <p>Proposed Cllr Barker, seconded Cllr Wright. B Earp and S Horton-O'Hare left the meeting.</p> <p>Atherstone Motor Show, request for £1000 towards running costs, accounts previously supplied. It was agreed to defer the request until more specific detail had been provided.</p> <p>Atherstone Town Football Club, request for £9000 for Health & Safety requirements. No accounts received. It was resolved that this was not suitable for Town Council funding, proposed Cllr Clark, seconded Cllr Freer. If any sources of funding could be found to be passed to the applicant.</p> <p>P2 5/16</p>		

	<p>Dickens Night 2016, request for £2100 for fireworks display. Accounts received. Further request from Dickens Night £1425 for road closure services. It was resolved that only the usual request for fireworks be approved. Proposed Cllr M Davis, seconded Cllr Freer.</p> <p>Happy Faces Pre-school, request for £8722.40 towards new toilet block. No accounts received. It was resolved that this was not suitable for Town Council funding, being a private building, proposed Cllr Freer, seconded Cllr G Davis.</p> <p>QE Academy, request for £3000 for new classroom chairs. No accounts received. It was resolved that this was not suitable for Town Council funding, at present, use should be made of existing equipment, and this should have been part of the original academy funding. If it is shown in the future that children are short of chairs the Town Council could reconsider the application. Proposed Cllr Freer, seconded Cllr Wright.</p>		
7.	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 20th. APRIL 2016. It was resolved to approve the minutes. Proposed Cllr Wright, seconded Cllr Freer.</p>		
8.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 20th. APRIL 2016 There were no matters arising.</p>		
9.	<p>ANNUAL REPORT FOR 2015-16 It was resolved to receive the report, proposed Cllr Barker, seconded Cllr Wright.</p>		
10.	<p>REVIEW OF CHEQUE SIGNATORIES It was resolved that the present signatories remain, Cllrs; Wright, G Davis, Jarvis, Barker, Singh. Proposed Cllr Barker, seconded Cllr Wright.</p>		
11.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE New list circulated with addition of cheques 107458, 59, 60, 61, 62. Cheques 107425 & 107426 for ratification. Cllr Barker said that cheque 107443 was not needed as he was already a member of WCR250, it was resolved to make the cheque void, proposed Cllr Freer, seconded Cllr M Davis. The clerk explained that cheque 107452 was due to a funeral director failing to remove a headstone 48 hours before an interment, causing a wasted trip by the gravediggers to the cemetery, it was resolved to send a warning letter to the funeral directors, proposed Cllr Freer, seconded Cllr Wright. It was resolved to approve the list of cheques from 107425 to 107462, with the omission of 107443. Proposed Cllr Wright, seconded Cllr G Davis. <i>List of cheques over £500.</i> <i>Salaries £2568.26</i> <i>Pensions £980.11</i> <i>AMS £2418.00</i> <i>John Brindley Ltd £1830.00</i> <i>Beechwood £3462.00</i> P3 5/16</p>		

	Zurich Insurance £4976.11		
12.	<p>CORRESPONDENCE RECEIVED</p> <p>3. Warwickshire Lord-Lieutenant, request for representative. No one available to attend.</p> <p>4. Request regarding burial fees. It was agreed to reply that the cemetery is maintained by the taxpayers of Atherstone, thus leading to increased fees for out-of-parish.</p> <p>E8. E87. E88. Exhumation of ashes for future burial request, clarification from Diocese and MOJ. That only faculty is now required in consecrated ground, Diocese gave approval if ashes not taken out of plot. It is probable that casket is actually already at head end.</p> <p>E19. Training for ATC representatives to access electrical distribution box. It was agreed that Cllr Jarvis and the clerk would be trained.</p> <p>E25. Use of Xmas light wires for advertising. It was resolved that this would not be approved, and that would have to be subject to planning permission anyway. Proposed Cllr Barker, seconded Cllr Wright.</p> <p>E28. Funding for open spaces. It was agreed to investigate this source.</p> <p>E60. Arley Sports Centre, it was agreed that this was not in the responsibility of the Town Council.</p> <p>E63. Damaged Welcome to Atherstone sign. It was resolved to have the sign repaired and to have all of them cleaned, proposed Cllr Freer, seconded Cllr Barker.</p> <p>E84. Events on Aviva race day. It was resolved that the Town Council would support a children's race and would supply mugs for all contestants completing the course. Proposed Cllr Freer, seconded Cllr Gurney.</p> <p>E85. Townwatch Radio. It was agreed to get access to the website for all Cllrs.</p> <p>E90. Accidents at Woodford Lane, it was agreed that the clerk should forward any reports to the Highways Agency.</p>		
13.	<p>PLANNING MATTERS</p> <p>a) Planning Lists – 15, 16, 17, 18.</p> <p>b) Consultations</p> <p>PAP/2016/0181, Ratcliffe Road Service Station, retain ATM pod</p> <p>PAP/2016/0183, Ratcliffe Road Service Station, retain non-illuminated signage</p> <p>It was resolved that there was no objection to this application, proposed Cllr Wright, seconded Cllr G Davis.</p> <p>PAP/2016/0137, 11 Warwick Drive, first floor extension over garage. It was resolved that there was no objection to this application if acceptable to the neighbours, proposed Cllr Wright, seconded Cllr G Davis.</p> <p>PAP/2016/0246, 47 Station Street, first storey extension. It was resolved that there was no objection to this application if acceptable to the neighbours, proposed Cllr Wright, seconded Cllr Barker.</p> <p>PAP/2016/0023, Chapel House, Friars Gate, works to trees protected by a tree preservation order including felling sycamore and crown work to oak tree.</p> <p>P4 5/16</p>		

	<p>It was resolved that there was no objection to this application if outside of bird nesting season. Proposed Cllr Wright, seconded Cllr Barker.</p> <p>PAP/2016/0258, Unit 18, Brindley Close, Holly Lane, vehicle workshop and wash area.</p> <p>It was resolved that there was no objection to this application, proposed Cllr Wright, seconded Cllr G Davis.</p> <p>PAP/2016/0223, White Wings, Witherley Road, single storey extension to rear and increase boundary fence from 1.8m to 2.4m. It was resolved that there was no objection to this application if acceptable to the neighbours, proposed Cllr Wright, seconded Cllr Barker.</p> <p>PAP/2016/0271, 73 Church Walk, single storey front extension and garage.</p> <p>It was resolved that there was no objection to this application if acceptable to the neighbours, proposed Cllr Wright, seconded Cllr Barker.</p> <p>PAP/2016/0275, 26 Mancetter Road, CV9 1NZ, single storey extension to rear.</p> <p>It was resolved that there was no objection to this application if acceptable to the neighbours, proposed Cllr G Davis, seconded Cllr Barker.</p> <p>PAP/2016/0273, Aldi Foodstore Ltd, Holly Lane, Cv9 2SQ, erection of single storey gatehouse.</p> <p>It was resolved that there was no objection to this application, proposed Cllr Barker, seconded Cllr Wright.</p> <p>Warks County Highways, request for advisory disabled parking space, 25 Erdington Road.</p> <p>It was resolved that there was no objection, but to repeat the comment about chevron parking and copy in the County Cllrs. Proposed Cllr Freer, seconded Cllr Barker.</p> <p>c) Decisions</p> <p>PAP/2016/0162, 80 Stafford Street, work to tree in conservation area, no objection.</p> <p>PAP/2016/0178, 8 Outwoods Close, tree preservation order consent granted.</p> <p>d) Conservation Areas and Listed Buildings</p> <p>Nothing to report.</p> <p>e) Other</p> <p>NWBC, notice of PAP/2016/0042, 35 Church Walk, presentation to Planning & Development Board, 16th. May.</p> <p>f) Licensing Matters</p> <p>Nothing to report.</p>		
14.	<p>APPOINTMENT OF REPRESENTATIVES TO ORGANISATIONS AND GROUPS (all Cllrs are entitled to attend working groups)</p> <p>It was resolved that the present representatives remain, proposed Cllr Wright, Cllr Barker.</p>		
15.	<p>REPORTS</p> <ul style="list-style-type: none"> The financial report for April (for information only), was circulated. <p>P5 5/16</p>		

	<ul style="list-style-type: none"> • Clerk's Report <p>The clerk reported that NWBC had reported a damaged dome on the CCTV camera opposite McColls, could have been due to a BB gun. This was noted.</p> <p>The clerk reported that he had experienced problems calling out Hags-SMP to repair the zip wire at Westwood Road, still ongoing.</p> <ul style="list-style-type: none"> • Town Councillors Reports <p>Cllr Wright reported that the OSCA AGM would be held on 26th. May at 7.00pm.</p>																		
16.	<p>MEETINGS CALENDAR 2016-17</p> <p>Draft circulated, it was resolved to approve the calendar, proposed Cllr Freer, seconded Cllr G Davis.</p>																		
17.	<p>REVIEW OF ASSET REGISTER</p> <p>Draft circulated, the clerk reported that 2 bank accounts had been included in the register, as per last year's audit, and that the War Memorial had been added with insurance cover for total damage, but with a large excess to keep down the extra premium. It was resolved to approve the document, proposed Cllr Wright, seconded Cllr Barker.</p>																		
18.	<p>REVIEW OF RISK ASSESSMENT</p> <p>Draft circulated, the clerk stated that 3 areas had been amended, in Finance the quarterly check of bank reconciliation and statements had been added, in Liability advice from Warwickshire Police on Market Square event bookings being incorporated, and Legal Liability reference to Transparency Code added. It was resolved to approve the document, proposed Cllr Barker, seconded Cllr Wright.</p>																		
19.	<p>ARCADE SHOPS</p> <p>E-mails received regarding out of hours access, electricity and upstairs storage. It was resolved to get legal clarification, regarding the leases and report back to Council, proposed Cllr L John, seconded Cllr Barker.</p> <p>The clerk reported that there had been a water leak recently, from the flat roof, and he had arranged for a temporary repair. It was agreed that the roof should be replaced this summer, clerk to get more quotations.</p>																		
20.	<p>MARKET SQUARE</p> <p>Provisional meeting with Michelle Maguire (Warks Police) 1st. June 6.30pm, followed by Neighbourhood Plan working group. This was confirmed.</p> <p>Request from NWBC for 7 stalls for Aviva Cycle race day, it was resolved to approve this request and anything further needed, at no cost. NWBC responsible for any damage.</p> <p>It was reported that an alternative event licence, for the town, had been surrendered.</p>																		
21.	<p>FUNDING REQUESTS RECEIVED</p> <p>This item dealt with earlier in the meeting.</p>																		
22.	<p>CEMETERY MATTERS</p> <ul style="list-style-type: none"> • Memorial applications approved by clerk <table> <tr> <td>HALL</td> <td>Jean Elizabeth</td> <td>A216</td> <td>inscription</td> </tr> <tr> <td>BROOKS</td> <td>Mary Elizabeth</td> <td>B41</td> <td>inscription</td> </tr> <tr> <td>WILLIS</td> <td>Julia Ann</td> <td>A420</td> <td>inscription</td> </tr> <tr> <td>ROUTLEY</td> <td>Roy</td> <td>E706</td> <td>inscription</td> </tr> </table> <p>P6 5/16</p>	HALL	Jean Elizabeth	A216	inscription	BROOKS	Mary Elizabeth	B41	inscription	WILLIS	Julia Ann	A420	inscription	ROUTLEY	Roy	E706	inscription		
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	<p>TICA Marlene Ann E1105 table FURNISS Stuart A471 headstone DAY Freda Joyce B230 headstone GREEN Thomas and Henry Baby 49/50 two headstones BOWN Joan Mary A453 inscription MARTIN Leslie A396 inscription</p> <ul style="list-style-type: none"> Recent burials in Atherstone Cemetery <p>Sylvia Joy Clark E842 Re open to double depth</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) 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 Barker.</p>		
22.	<p>QUOTATIONS RECEIVED</p> <p>The deputy clerk joined the meeting, Tree works at Merevale, the deputy clerk explained that 2 trees were very mature, and that she had contacted Merevale Estate for approval, and to ask if they wished to do any work themselves. It was resolved to defer any action until Merevale had replied. Proposed Cllr Barker, seconded Cllr Wright.</p> <p>Ashes scattering shelter, the clerk presented 2 alternatives, one wooden and some made in metal & glass. It was agreed to get a firm quote for one of the metal/glass structures.</p> <p>Thorn bushes for bottom of cemetery, due to the concerns raised whether the plants would survive it was agreed to get costs to repair the existing railings.</p> <p>Westwood Road boundary hedges & trees. It was resolved to allow Cllr Freer a dispensation to be involved in the discussion, proposed Cllr Barker, seconded Cllr G Davis. It was resolved to organise a site visit, before the next meeting, with one of the contractors in attendance. Proposed Cllr Wright, seconded Cllr G Davis.</p>		
	<p>The meeting closed at 9.10pm.</p>		

SignedVice Chairman of Atherstone Town Council