

## ATHERSTONE TOWN COUNCIL

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

<b>DOCUMENT</b>	<b>MINUTES OF THE TOWN COUNCIL MEETING</b>
<b>VENUE</b>	The Committee Room, Civic Suite, NWBC, South St, Atherstone, CV9 1DE
<b>DATE AND TIME</b>	Wednesday 19 <sup>th</sup> JUNE 2019 7.00pm
<b>IN ATTENDANCE</b>	Town Councillors: D Wright, T Clews, Singh, Gurney, Jarvis, D Clews, Driver, Chambers, Spencer, M Jordan Allan-Stubbs, Downes  Police: PC Lloyd Walton, PCSO Scott Borough and County Councillors: Public: M Wrigley, C Evans, G Eaton K Eaton, Mr Short
<b>APOLOGIES</b>	Councillors: Bishop, Henney, L Dirveiks County:
<b>CHAIRMAN</b>	Cllr D Wright
<b>CLERK</b>	Clerk Odette Ghent also present Deputy Clerk Sally Oldham

Item		Actions	Notes
1.	<b>APOLOGIES AND ACCEPTANCE OF APOLOGIES</b> proposed Cllr Singh seconded by Cllr Gurney		
2.	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY.</b> It was agreed that these would be taken as and when.		
3.	<b>PUBLIC SESSION (maximum 30 minutes)</b>  M Wrigley reported an A board in Long St was not secure and dangerous in the wind. The tree outside a house in Witherley Rd/Little Church Walk is blocking the street light, Cllr D Clews will deal with this. The road at the end of Owen Street towards St Benedict's flats needs attention.		
4.	<b>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS</b>  <u>Police reports</u>  <b>PCSO Gavin Scott</b> reported the following crimes/incidents. 3 burglaries, 2 cars stolen, theft from 5 vehicles, 33 anti social behaviour including neighbour disputes. 13 shop thefts resulting in 1 individual being remanded and 3 arrests. 2 Charity boxes stolen and 2 robbery. The loan retail radio is still with Lloyds chemist who had 4 thefts this month but managed to detain suspects and £500 worth of stolen goods recovered.  <b>P16 06/19</b>		

<p><b>4. cont.</b></p>	<p><b>PC Lloyd Walton</b> reported 12 arrests, 3 addresses have been closed re the County Lines activity. 1 still active but police aware.  The Boxing Club started Monday 17<sup>th</sup> June 2019 4:30-6:30 pm at Station Street gym, 20 turned up for the first session. This is aimed at 13-21 year olds and is funded so FOC. Contact has been made with the Youth Justice Team and suggested the boxing could be used as an alternative to community service. Clothing is needed, the clerk will send a funding application form, this one-off funding will be considered at the next meeting as an exception to encourage the activity.  The Community Safety day on 22<sup>nd</sup> May 2019 went well, there is a Retail Crime day in the Co op 25<sup>th</sup> July 2019.  Cllr Gurney asked the police about the fire at Britannia works, this is still an ongoing investigation.  Cllr Singh asked if Lloyds chemist can be encouraged to have a permanent retail radio, PC Scott confirmed the staff are very keen but their Head Office won't allow, the clerk to write to Lloyds HO and highlight the benefits.</p> <p><b><u>County Councillor Reports</u></b>  None</p> <p><b><u>Borough Councillor Reports</u></b></p> <p>Cllr Chambers reported the Local Plan is moving forward and will report back to the Town Council meetings of progress.</p>		
<p><b>27.</b></p>	<p><b><u>It was resolved to bring forward agenda item 27</u></b> Proposed Cllr Wright seconded Cllr Jarvis</p> <p><b><u>27b. Badgers 10k appeal</u></b> The rejection of their grant application was appealed and they asked if it was on the grounds that at the meeting it was stated they had received funding for the last 4 years which was incorrect information as it has only been last 2 years. The council apologised for the error and confirmed it was declined as their accounts showed the event is self funding.</p> <p><b><u>27a.Re -submitted grants</u></b></p> <p><b><u>Summer in the Square</u></b> It was confirmed SITS are not part of the Partnership umbrella. It was resolved to grant £630 for the first event (excludes insurance) and subject to accounts for this event being submitted a separate grant application for the second event will be considered. They are encouraged to join the partnership group. Proposed Cllr Wright seconded Cllr Jarvis.</p> <p><b><u>Dickens</u></b> Cllr Driver declared a non- pecuniary interest and did not vote. It was confirmed that Dickens have a new constitution and for insurance purposes come under the Partnership Umbrella.  It was resolved to grant £4,300 for the Fireworks for Dickens, the Firework company will invoice the council directly and Dickens will make a donation towards the fireworks of £2150.  Proposed Cllr Wright Seconded Cllr Chambers. There was a named vote, yes votes by Cllrs Wright, Chambers, Jordan, Downes, Allan-Stubbs, Spencer. Cllrs T Clews, D Clews, Singh, Gurney and Jarvis abstained.</p> <p><b>P17 06/19</b></p>		

	<p>The Dickens Market Square booking was also approved previously held back awaiting confirmation of the insurance. Proposed Cllr D Clews Seconded Cllr Wright.</p> <p><b>Beer Festival</b> This is retrospective funding for the event held 31<sup>st</sup> May to 2<sup>nd</sup> June 2019. It was resolved to grant £1,000 for the entertainment. Proposed Cllr Jordan seconded Cllr Chambers.</p>		
5.	<p><b>TO RECEIVE THE MINUTES OF THE ANNUAL TOWN COUNCIL MEETING OF 22<sup>nd</sup> MAY 2019.</b></p> <p>It was resolved to approve the minutes Proposed Cllr T Clews seconded Cllr Jarvis</p>		
6.	<p><b>MATTERS ARISING FROM THE ANNUAL TOWN COUNCIL MEETING OF 22<sup>nd</sup> MAY 2019.</b></p> <p>None</p>		
7.	<p><b>TO RECEIVE THE MINUTES OF THE EGM OF 31<sup>st</sup> MAY 2019</b></p> <p>It was resolved to approve the minutes Proposed Cllr T Clews seconded Cllr Gurney</p>		
8.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE EGM OF 31<sup>st</sup> MAY 2019</b></p> <p>None</p>		
9	<p><b>TO RECEIVE THE MINUTES OF THE EGM OF 12<sup>th</sup> JUNE 2019</b></p> <p>It was resolved to approve the minutes Proposed Cllr Chambers seconded Cllr Driver</p>		
10.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE EGM OF 12<sup>th</sup> JUNE 2019</b></p> <p>None</p>		
11.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b></p> <p>A list was circulated prior to the meeting. Approval for all new cheques 108533 to 108555 Cllr Jordan declared an interest in cheque no 108554 and Cllr Spencer in cheque 108543 <b>It was resolved to approve the list proposed Cllr Jordan seconded by Cllr Gurney</b> <b>Cheques over £500 listed below</b> Wages £3,563.92 WCC £1,288.32 HMRC £3,009.68 Came &amp; Co £3,847.20 Perennial Landscapes £2,478.00 Atherstone Motor Show £700.00 The Friends of Atherstone Heritage £350 Pin Digital £720.00</p> <p><b>P18 06/19</b></p>		

12.	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>Nothing to report</p>		
13.	<p><b>PLANNING MATTERS</b></p> <p>Cllrs Jarvis and Cllr T Clews declared an interest.</p> <p>a. <b>Planning Lists</b> – 20,21,22,23  b. <b>Consultations</b> –</p> <p><b>PAP/2019/0296</b>  Nationwide Building Society, 78-80 Long Street, Atherstone, CV9 1AU  Refurbishment and update to existing shopfront  <b>No objections</b>  and  <b>PAP/2019/0297</b>  Nationwide Building Society, 78-80 Long Street, Atherstone, CV9 1AU  Refurbishment and update to existing shopfront.  <b>No objections</b></p> <p><b>PAP/2019/0312</b>  5, Merevale Road, Atherstone, CV9 2PR  Proposed three storey extension, single storey rear extension and alterations to front elevation  <b>No objections if agreeable to neighbours</b></p> <p><b>PAP/2019/0314</b>  Atherstone Surgery, 1 Ratcliffe Road, Atherstone, CV9 1LF  Extension to provide 6 new consulting rooms, disabled WC, staff kitchenette and expansion of existing car park into existing playing field  <b>No objections</b></p> <p><b>PAP/2019/0340</b>  56, Croft Road, Atherstone, CV9 1HQ  Erection of single storey side and rear extensions  <b>No objections if agreeable to neighbours</b></p> <p><b>PAP/2019/0330</b>  Proposed Works to Trees in a Conservation Area  Land Adjacent to Garage Site, Welcome Street, Atherstone,  Response deadline 4.7.19  <b>No objections if the work is conducted outside the nesting season.</b></p> <p>c. <b>Decisions: - See attached weekly lists 20,21,22,23</b></p> <p><b>REPORTS</b></p> <p>a. <b>Financial reports for May 2019 had been circulated.</b></p>		
14.	<p>These were noted.</p> <p>b. <b>Clerks Report</b></p> <p><b>Internal audit</b></p> <p>The internal audit was carried out 13<sup>th</sup> June 2019 the initial recommendations were to get a fire proof cupboard to store burial records in particular Deeds, plus a small safe. It was resolved to get prices  Proposed Cllr Wright seconded Cllr D Clews</p> <p><b>P19 06/19</b></p>		

14. cont.	<p><b>c. Town Councillor Reports</b></p> <p>Cllr D Clews asked the clerks to inform committees/groups of the new Town Council representatives.</p>		
15.	<p><b>ACCEPTANCE OF ANNUAL GOVERNANCE STATEMENT (SECTION 1 OF ANNUAL RETURN)</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Jarvis</p>		
16.	<p><b>ACCEPTANCE OF STATEMENT OF ACCOUNTS (SECTION 2 OF ANNUAL RETURN)</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Jarvis</p>		
17.	<p><b>ACCEPTANCE OF INTERNAL AUDIT AND REVIEW OF FINDINGS (SECTION 3 OF ANNUAL RETURN)</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Jarvis</p>		
18.	<p><b>EFFECTIVENESS OF INTERNAL AUDIT</b></p> <p>It was resolved for this to be approved Proposed Cllr Jarvis seconded Cllr Singh</p>		
19.	<p><b>ACCEPTANCE OF COMPLETED ANNUAL RETURN</b></p> <p>It was resolved for this to be approved Proposed Cllr Jarvis seconded Cllr Singh</p>		
20.	<p><b>CEMETERY MATTERS</b></p> <p><b>a) Memorial applications</b></p> <p>None this month</p> <p><b>b) Recent Burials in Atherstone Cemetery</b></p> <p>Brian John Eaves A358 Re open for ashes</p> <p>Mary Elizabeth Ball A300 Re open for ashes</p> <p>Robert Joseph Kent A531 New ash plot out of parish</p> <p>Ella Marjorie Harrison B36 Re open to single depth</p> <p><b>c) Toilets</b></p> <p>There have been reports of anti social behaving been carried out in the old toilets which led to police arrests. The old toilet door has been secured.</p> <p>The new toilet door was recently damaged, this has now been repaired, the clerk asked if the council wanted to consider putting a roller shutter door on it that could be locked at night as there is one that would potentially not being used. It was resolved to do this proposed Cllr D Clews seconded Cllr Wright.</p> <p><b>P20 06/19</b></p>		

21.	<p><b>ARCADE SHOPS</b></p> <p>a. <b>Flat Roof leaking</b>, the clerk reported that during recent prolonged heavy rain there has been a leak in Unit 8 The Vape Shop. Numerous people have been on the roof to inspect including the roofing company (MGM) that did the flat roof. Potentially the top right hand corner has been identified as a possible place for the water to be getting in. MGM advised that once the weather dries up they will visit again and inspect the roof. It has been noted that the tenant has been very patient.</p> <p>b. <b>Rear Automatic Doors</b>, these are not working, this has been reported to Tormax who advised an engineer will attend on Thursday 20<sup>th</sup> June 2019</p> <p>c. <b>Toilet</b>, the lock is temperamental and its been advised to replaced with a push button lock. It was resolved to approve this Proposed Cllr Wright seconded Cllr Jarvis</p>		
22.	<p><b>MARKET SQUARE</b></p> <p>The clerk reported the market has been busier recently on the Tuesday market days. A meeting to be arranged with iPub regarding their request to use the Market Square.</p>		
23.	<p><b>SHARED PAVEMENTS AND FLOWERBEDS</b></p> <p>An email received from a charity supporting people with visually impairments who have been informed by a client that she has tripped several times in the high street due to the raised flowerbeds, due to the colouring of the boxes as they blend into the pavement and due to them being raised her cane doesn't always pick up where they are due to the gap between the legs of the flowerbed. The council have been asked look at these and possibly highlight a different colour.</p> <p>Specialist advice to be taken via the Blind Association</p>		
24.	<p><b>RECOMMENDATIONS FROM WORKING GROUP MEETING 11<sup>th</sup> JUNE 2019 – RELOCATION OF POP UPS</b></p> <p>Site visits were carried out by councilors and the clerk, the current location at Little Orton Farm is dry, safe and secure but out of town. The other proposed location at Abbey Farm was not felt to be secure enough. It was resolved to store the pop ups at The Old Mortuary which is a locked and alarmed building and to get a contractor to help clear the office. Proposed Cllr Wright seconded Cllr Jordan.</p>		
25.	<p><b>PLAY AREAS</b></p> <p>The springer seat that was broken off at Westwood Road Play area has now been replaced.</p> <p>There is an Oak Tree overhanging in Westwood Road onto a property, it was approved to get a quote for the work required.</p> <p><b>P21 06/19</b></p>		

26.	<p><b>ALLOTMENTS</b></p> <p>A matter regarding an appeal re an eviction notice for unpaid plot rent from a tenant at Gypsy Lane was discussed. It was resolved to rescind this with a covering letter to the tenant confirming that this is their last warning any further late payments will result in loss of their allotment plot.</p>		
27.	<p><b>ATC COMMUNITY GRANTS – discussed after agenda item 4</b></p>		
28.	<p><b>CHRISTMAS LIGHTS 2019</b></p> <p>A meeting was held on Friday 24<sup>th</sup> May 2019 with Turnock and Arragon Properties to confirm the new fixing points for the Christmas lights, Cllr Jarvis attended and reported Arragon were satisfied the work would not damage their properties. Turnock have confirmed that the Electrical Infrastructure work will commence on Monday 9<sup>th</sup> September 2019</p>		
	<p><b>PRIVATE AND CONFIDENTIAL</b></p> <p><b>Atherstone Town Council recognises that the reasons for exemptions as laid out under section 100A of the Local Government Act 1972 apply to principal councils only but are making use of them as good practice guidance and in accordance with their Standing Orders.</b></p> <p><b>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 as below.</b></p> <ul style="list-style-type: none"> <li>• Accommodation, services or financial assistance provided by the Council to an individual.</li> <li>• Details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods and service.</li> <li>• Advice received, information obtained or action to be taken in connection with any legal proceedings involving the Council.</li> </ul> <p><b>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 paragraph 5 of Part 1 of Schedule 12A of the said Act, that the public be temporarily excluded and they are instructed to withdraw.</b></p> <p><b>Proposed Cllr Wright seconded Cllr T Clews</b></p>		
29.	<p><b>ST MARYS PLAY AREA COVENANT</b></p> <p>The Town Council solicitor has acted for the council for many years from Garner Canning is moving to another firm of solicitors. It was resolved for continuity to continue using the solicitor at their new firm.</p> <p><b>Proposed Cllr Wright seconded Cllr Jarvis.</b></p> <p><b>P22 06/16</b></p>		
30.	<p><b>RECOMMENDATIONS FROM WORKING GROUP MEETING 18<sup>th</sup> JUNE 2019 – PARTNERSHIP BUILDING, SITE VISIT AND BUSINESS PLAN.</b></p>		

	It was resolved to get the cost of external help to do the business plan and the cost of a building survey of the Partnership Building. It was resolved to approve the quotes via email due to the time sensitive nature. Proposed Cllr Wright seconded Cllr Gurney.		
<b>31.</b>	<b>CEMETERY</b>  It was resolved to seek legal advice regarding an ongoing family grave dispute. Proposed Cllr Wright seconded Cllr T Clews Delegated powers to be given to the clerks to initially meet with solicitors. Proposed Cllr Wright seconded Cllr T Clews		
<b>32.</b>	<b>QUOTATIONS</b>  a. <b>Market Square Bench refurbishment</b> – it was resolved to accept the quotation to re furbish the bench to the left of the notice board and to contact the representative of Roy Al Café who recently enquired about having a bench in memory of Roy who passed away. Proposed Cllr Jarvis seconded Cllr Singh  b. <b>GDPR Data Policy</b> - this quotation was not approved.		
<b>33.</b>	<b>Merevale Allotment Lease</b>  This is ongoing.		
<b>34.</b>	<b>CCTV UPGRADE PROJECT</b>  This is ongoing		
	<b>The meeting closed at 9:20 pm the next meeting 17<sup>th</sup> July 2019</b>		

Signed ..... Chairman of Atherstone Town Council

P23 06/16