

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	Town Council Chamber, North Street.
DATE AND TIME	Wednesday 19 th April 2017 7.00pm
IN ATTENDANCE	Town Councillors: Gurney, Barnard, M Davis, G Davis, L Dirveiks, Freer, T Clews, Jarvis, Singh, L John, J John, Clark, Barker, Bishop. Borough & County Cllrs: N Dirveiks, D Clews. Public: M Wrigley, Jack Riggall and representatives of West Midlands Hunt Saboteurs.
APOLOGIES	Councillors: Cllr Wright, Police
CHAIRMAN	Cllr Jarvis.
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	APOLOGIES It was resolved to accept the apologies. Proposed Cllr G Davis, seconded Cllr Clews		
2.	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.		
3.	PUBLIC SESSION (maximum 30 minutes) Mrs Wrigley reported that there were pushchairs and other items of stock on the pathway outside the old Kindermart shop. She also asked why there are 23 bins outside properties on Meadow Street and whether there was room to put them at the rear of the houses. It was noted that a Post Office for Atherstone was still under negotiation. Cllr D Clews said that she had received comments saying how nice the cemetery was looking. Representatives of the West Midland Hunt Saboteurs asked for information about the closed meeting held on 15th March 2017. It was replied that this was an informal discussion as part of ongoing investigations with all three parties associated with the New Year activities on the Market Square. No clerk was present and no minutes taken. As soon as all investigations are complete the council will seek further clarification if necessary before any decisions are made. Cllr D Clews asked how many of those complaining about the hunt were Atherstone residents. Cllr N Dirveiks and the Midland Hunt Saboteur representatives left the meeting at 7.10pm. P81 04/17		

4.	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS. Apologies had been received from the Police. There were no further reports.</p>		
5.	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 15th MARCH 2017. It was noted that the following figures were not recorded in the draft minutes on P73 3/17 - Item 7: Salaries £2629.26 Pensions £1008.75 HMRC £2507.20 It was resolved to amend accordingly and approve the minutes, proposed Cllr G Davis, seconded Cllr Singh</p>		
6.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 15th MARCH 2017. P71 Item 3: Cllr L Dirveiks reported that the A board had now been moved from Church Street. P72 Item 4: It was noted that a reply had been circulated at the meeting from Sgt Mitch Oakley relating to the question about the police not attending meetings. P76 Item 16: Red line condition in Atherstone Town Centre parking. A reply had been received from Jeff Brown at NWBC Planning which would be circulated to Councillors. P77 Item 10: grave dispute. It was noted that matters were now moving towards a settlement with quotations still to be obtained for the memorial work. P77 Item 21: CCTV future system – it was agreed to specify this council request as an agenda item at the upcoming Partnership Meeting on the 27th April and to specifically ask Sgt Mitch Oakley if he or a police representative could attend the Partnership meeting to be part of this discussion.</p>		
7.	<p>TO RECEIVE THE MINUTES OF THE EXTRAORDINARY TOWN COUNCIL MEETING OF 29th MARCH 2017. It was resolved to approve the minutes, proposed Cllr G Davis seconded Cllr Barnard.</p>		
8.	<p>MATTERS ARISING FROM THE MINUTES OF THE EXTRAORDINARY TOWN COUNCIL MEETING OF 29th MARCH 2017. Cllr Jarvis reported that the graffiti had been cleaned off to a good standard at St Mary's Road and that the clerk would check that the additional treatment had been applied.</p>		
9.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE An updated list was circulated at the meeting. Ratification for cheque 107893, cancellation of previous cheque number 107862 and approval for all new cheques 107894 to 107936 inclusive. It was resolved to approve the updated list. Proposed Cllr Freer, seconded Cllr Clews. P82 04/17</p>		

	<p><i>List of cheques over £500.</i> <i>Salaries £3212.16</i> <i>Pensions £1201.13</i> <i>NWBC Airwaves £1088.48</i> <i>Servicom £756.00</i> <i>NWBC Monitoring £7,231.75</i> <i>NWBC NDR Cemetery £2,462.23</i> <i>NWBC NDR Office £1,537.80</i> <i>Glendale £1,668.00</i> <i>Volunteer Centre £630.00</i> <i>WALC £1,024.60</i> <i>C A Belcher £1,135.00</i> <i>Piper and Meeks £820.00</i></p>		
<p>10.</p>	<p>CORRESPONDENCE RECEIVED E12 Freedom of Information Request. It was clarified at the request of Cllr Clark that this was relating to a request from the Midland Hunt Saboteurs for copies of minutes and other paperwork. It was currently in hand.</p> <p>Cllr Freer raised the various correspondence items including E109 - relating to the Eaton Family Grave and the placing of flowers. There was a discussion regarding the interpretation of the Town Council's Cemetery Regulations (in particular regulation 37) and also reference was made by Cllr Freer to the Bexley Heath and Chester and Cheshire Cemetery Regulations.</p> <p>Cllr Freer asked that the Town Council enforce the Atherstone Cemetery Regulations and add an explanatory note to Regulation 37 in line with that of the Bexley Heath Cemetery (Regulation 9.4). Further regulations from Chester and Cheshire Council had been sent to the council (correspondence item E109) and the clerk reported that these had been forwarded to the ICCM for comment.</p> <p>The Clerk re-iterated and displayed on screen the latest advice from ICCM (correspondence item E113). The clerk re-affirmed the advice to date was not to intervene in a family dispute and that to do so may leave the council open to litigation.</p> <p>The Clerk reported that the Police as part of their investigations have requested a meeting with the Council (correspondence E76) to determine the advice given by the Council to all parties.</p> <p>It was resolved to send all the information on file to the Police and also to draft a proposed explanatory note (see Bexley Heath Cemetery Regulation 9.4 for wording) to be considered as an addendum of Atherstone Cemetery Regulation 37. The draft addendum to be sent to ICCM for advice. Proposed Cllr M Davis seconded Cllr Singh</p>		
<p>11.</p>	<p>PLANNING MATTERS A revised planning list was circulated at the meeting. Cllr Dirveiks and Jarvis declared an interest.</p> <p>a) Planning Lists – 10, 11, 12, 13, 14</p> <p>P83 04/17</p>		

b) Consultations:

Application Ref: PAP/2016/0655

45a Station Street, Atherstone, Warwickshire, CV9 1DB
Advert consent for non illuminated sign

It was resolved that there was no objection to this application. Proposed Cllr Barker Seconded Cllr Clark

Application Ref: PAP/2017/0109

Dolphin Fish Bar, Long Street, Atherstone, CV9 1AU
Extension to rear side for restaurant. Replacement windows on first & second floor, replacement glazing to the shop front and repainting of the frames on the shop front

It was resolved to object to this application if any materials other than wood were used and request retention of the overall character of the building. Proposed Cllr Barker Seconded Cllr G Davis

Application Ref: PAP/2017/0112

White Horse Inn, 127 Long Street, Atherstone, CV9 1AB
Rear restaurant extension, decking and external seating. Demolition of part walls to the rear and first floor re-modelling to provide new kitchen and toilet facilities

It was resolved that there was no objection to this application. Proposed Cllr Barker Seconded Cllr Clews

Application Ref: PAP/2017/0113

Listed Building Consent. White Horse Inn, 127 Long Street, Atherstone, CV9 1AB
Rear restaurant extension, decking and external seating. Demolition of part walls to the rear and first floor re-modelling to provide new kitchen and toilet facilities

It was resolved that there was no objection to this application. Proposed Cllr Barker Seconded Cllr Clews

Application Ref: PAP/2017/0138

Proposed Works to Trees in a Conservation Area
52, South Street, Atherstone, CV9 1DR

It was resolved that there was no objection to this if in line with the tree officer advice and out of the nesting season. Proposed Cllr Barker seconded Cllr G Davis.

Application Ref: PAP/2017/0074

Park View, Old Watling Street, Atherstone, CV9 2PA
Works to trees protected by a tree preservation order

It was resolved that there was no objection to this application. Proposed Cllr Barker Seconded Cllr Singh

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Additional Application Ref:PAP/2017/0170

Rawn Hill Cottage, Coleshill Road, Atherstone, CV9 2RL

Erection of open fronted hay/logs barn

It was agreed to comment that the applicant should fulfill the responsibilities of the enforcement order against them in the Spinney area.

Additional Application Ref:PAP/2017/0032

Rowan Centre

Amended plans

It was agreed that the previous response stands.

c) Decisions:-

PAP/2017/0026

Decision Date / Decision: 6-Mar-2017 No Objection to Works

Proposal: Works To Tree In Conservation Area

2 Innage Terrace, Station Street, Atherstone, CV9 1DD

PAP/2017/0059

Decision Date / Decision: 13-Mar-2017 Granted

Erection Of Two Storey Side Extension And Conversion Of Existing Car Port And

Garage To Form New Garage To Front Of House, And Living Accommodation To

Rear Of House, Ladygrove, 13 Friary Road, Atherstone, CV9 3AG

PAP/2017/0070

Decision Date / Decision: 21-Mar-2017 Granted

Proposal: Two Storey Side Extension, 52 Holte Road, Atherstone, CV9 1HN

Additional

PAP/2017/0021

Decision Date / Decision: 7-Apr-2017 Refused

Proposal: Erection Of 2 No: 1 Bedroom Flats

Delegated

Land Adjacent To 56 Grove Road Atherstone

d) Conservation Areas and Listed Buildings:-

Nothing to report.

e) Other:-

WCC St Marys Rd Play Area – Pre Application advice

It was agreed to forward the information to the Surgery. Cllr G Davis reported that recent feedback indicated that the local authority is the only one currently enforcing parking spaces for additional offices.

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	<p>f) Licensing Matters:- Nothing to report.</p>		
<p>12.</p>	<p>REPORTS</p> <ul style="list-style-type: none"> • Financial reports for February and March had been circulated along with an End of Year Report. • Clerk's Report <p>The Council had received an Invitation to understanding the health and wellbeing needs of people living in the Atherstone area: A Stake Holder event – Monday 15th May 2017 The event will take place between 9:00 am and 1:00pm at the Owen Arts Centre in Atherstone. Cllr Clark urged Councillors to try to attend</p> <ul style="list-style-type: none"> • Town Councillor's Reports <p>Cllr Clews reported that the steps had been satisfactorily completed in Westwood Rd Park. There were no other reports.</p>		
<p>13.</p>	<p>CEMETERY MATTERS</p> <p>a) Recent Burials in Atherstone Cemetery</p> <p>John Cyril Mansfield RCE1066 – new plot open to double depth</p> <p>Olga May Cotton E951 re open for ashes</p> <p>Rhoda Earp B200 re-open to double depth</p> <p>Walter George Parkes E993 re-open to single depth</p> <p>b) Memorial Applications</p> <p>E1176 Violet Richardson – additional inscription</p> <p>E1574 Joyce Garrett – additional inscription</p> <p>A478 Alice Neale – headstone</p> <p>A477 Mason Charles Lewis – headstone</p> <p>B94 Edna May Aldridge – additional inscription</p> <p>E1419 John Baddeley – additional inscription</p> <ul style="list-style-type: none"> • Grave shuttering <p>It was reported that a representative of Teleshore was meeting the Clerk on Wed 26th April to assess the grave shoring equipment for modifications.</p> <p>P86 04/17</p>		

	<ul style="list-style-type: none"> • Ashes scattering area shelter location. <p>It was resolved to locate the new wooden shelter on the path opposite the original proposed location. Plan provided for reference by Cllr Jarvis. Proposed Cllr Clews, seconded Cllr Barker</p>		
14.	<p>NEIGHBOURHOOD PLAN</p> <p>It was noted that a working group would be convened as soon as other neighbourhood plans had been gathered.</p>		
15.	<p>ARCADE SHOPS</p> <p>Cllr Freer reported that he had obtained a budget cost of works based on the architect's drawings. At the same time he had obtained a budget costing for a scaled down refurbishment option. The clerk was asked to circulate the revised specification to other councillors.</p> <p>It was resolved to hold a site meeting at 6pm in the Arcade on Wednesday 17th May in advance of the Full Council Meeting. Proposed Cllr Gurney seconded Cllr L John.</p> <p>It was resolved for the Clerk to meet with Lift Solutions to explore lift options for the Arcade. (If possible to obtain the feedback before the 17th May site meeting) Proposed Cllr Freer seconded Cllr Barker.</p> <p>Cllr Bishop raised the question of the Arcade Consultation which had finished in January 2016 but had never been published. She had, through her recent analysis work, established that there was still continued support for using the space. Funding /Match funding could be pursued.</p> <p>It was resolved that Cllr Bishop send the Clerk a draft report on the Consultation which could then be circulated and brought back to the next Council meeting for discussion. Proposed Cllr Bishop seconded Cllr M Davis</p> <p><u>Vacant Unit 7</u> Correspondence items E79, E86 E101 were considered. An additional request was circulated from an applicant wishing to open a bespoke Menswear shop. It was resolved to offer a lease to the applicant for the Menswear Shop. Proposed Cllr Freer seconded Cllr Singh</p> <p><u>Correspondence Item E78 Arcade Consultation.</u> It was agreed to forward a copy of the draft minutes to Mr Pickard.</p> <p>As the remaining two items of business were of a confidential nature it was agreed to move them to the private session later on the agenda.</p> <p>P87 04/17</p>		

16	<p>MARKET SQUARE Market Square Correspondence E98 Christina Wood Use of Square for a Flower and Vegetable Plant Stall. It was resolved to permit the request for a period of 3 months at a cost of £10.00 for a 3 metre gazebo (ie £1.00 per foot of stall). This would be subject to the fee being paid in advance of use (on a week by week basis) and liaison with the clerks to check the area was available. Proposed Cllr Barker seconded Cllr Freer</p> <p>Michelle Maguire additional correspondence: it was noted that more information was currently being requested by the police for the Stonefest event.</p> <p>Correspondence E83/4 Churches together had now cancelled the planned June event.</p> <p>Cllr Freer raised the question about a hot potato van serving food on Good Friday. It was agreed to ask Hinckley to clarify.</p>		
17.	<p>PLAY AREAS As the two items of business were of a confidential nature it was resolved to move them to the private session later on the agenda. Proposed Cllr Jarvis seconded Cllr G Davis</p>		
18	<p>ALLOTMENTS Atherstone Allotment Association Correspondence had been received informing the council that the tenant who had previously complained about the videoing/ social media issues on the site has written to inform the Town Council that he has given up the allotment in March as the videoing has not stopped. It was resolved that the clerk looks at the lease with Atherstone Allotment Association and act accordingly. There is no requirement to come back to Council. Proposed Cllr Freer seconded Cllr M Davis</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. Proposed Cllr Barker, seconded Cllr G Davis.</p> <p>P88 04/17</p>		

15 Cont	<p>ARCADE SHOPS E 96 and 97 and E106/7/8 – complaint about use of oil burner in Arcade unit. It was resolved to ask the complainant to contact the Clerk when the problem was occurring so that a visit could be made to verify. The tenant’s lease should then be consulted and quoted to them. Proposed Cllr Clews seconded Cllr Singh It was reported that a tenant was in arrears with their rent beyond the previously agreed terms. It was resolved the tenant set up a standing order of £120 a week until all debts were cleared. Proposed Cllr L John seconded Cllr Barnard</p>		
17 cont	<p>PLAY AREAS Correspondence E76 and E94 from Sgt Mitch Oakley regarding the graffiti incidents at St Mary’s Road play area. It was resolved to ask the police for their advice about what options the Town Council had with regards dealing with the offenders. Report back to the Council. Proposed Cllr M Davis seconded Cllr Clark</p> <p>Aviva Roadrace – Request from NWBC to use Westwood Road Play Area as a displacement Car Park (as per last year’s plans). It was resolved to agree to this request as per last year. Proposed Cllr Jarvis seconded Cllr Singh.</p>		
19.	<p>EMPLOYMENT MATTERS One of the applicants had asked for feedback after their interview. It was agreed the Clerk would liaise with the interview panel, draft a reply and circulate to councillors before issuing.</p>		
20.	<p>CCTV MATTERS</p> <p>Nomad Camera exchange offer additional email was circulated and noted. Cllr Singh asked if through the CCTV Partnership Meeting the camera replacement programme could now be actively pursued. This was agreed</p>		
21.	<p>QUOTATIONS RECEIVED</p> <p>Correspondence E114 Annual Play Inspection £54.75 per site quoted by NWBC. It was resolved to accept the quotation for both sites. Proposed Cllr M Davis seconded Cllr Clews</p> <p>Town Watch signage artwork It was resolved to use the design including all logos. Proposed Cllr Barker seconded Cllr Bishop</p>		
	<p>The meeting closed at 9.55pm.</p>		

Signed Chairman of Atherstone Town Council