

ATHERSTONE TOWN COUNCIL

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

DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	Town Council Chamber, North Street.
DATE AND TIME	Wednesday 19 th July 2017 7.00pm
IN ATTENDANCE	Town Councillors: Gurney, M Davis, G Davis, Jarvis, L John, Freer, Clark, Bishop. Borough & County Cllrs: Public: Mrs M Wrigley, M Jordan
APOLOGIES	Councillors: J John, Singh, Barnard, L Dirveiks, Wright, Borough Councillor County and Borough Councillor N Dirveiks
CHAIRMAN	Cllr Clews
CLERK	Mrs Odette Ghent

Item		Actions	Notes
1.	APOLOGIES It was resolved to accept the apologies. Proposed Cllr G Davis, seconded Cllr Clark		
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, Cllr Clews declared an interest in cheque no 108022		
3.	PUBLIC SESSION (maximum 30 minutes) Mrs Wrigley commented on how nice the planters around the town are looking. The bins are still being left at front of house on the path outside 29 Meadow St which are smelling. Mrs Wrigley said an incident had occurred on the Zebra crossing by Aldi a car didn't stop whilst someone was crossing, there was difficulty reporting it to the police, Cllr Jarvis confirmed to report incidents like this on the 101 number. Cllr Freer reported a large amount of rubbish has been left by the left hand side of the bus station, its unsightly and the first impression that people get as they get to the town from the bus station. Cllr Jarvis asked the clerk to report to Richard Dobbs, Streetscape NWBC P25 07/17		

	<p>Cllr Jarvis asked for trees at TQEA to be added to next meeting regarding not having any TPO'S on them</p> <p>Mark Jordan expressed his thanks to Atherstone Town Council for their support with Stonefest which was highly attended and a great success. He asked if there was a possibility to power supply could be upgraded in the market square to handle equipment and ensure electric does not trip out. To be added as agenda item to next meeting to discuss options.</p>		
4.	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</p> <p>No reports this month</p>		
5.	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 20th June 2017.</p> <p>It was resolved to approve the minutes, proposed Cllr G Davis seconded Cllr M Davis</p>		
6.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 20th June 2017.</p> <p>P19 Cllr Freer commented regarding Cllr Wrights comments about the behaviour of Cllr Freer to the clerks, Cllr Freer read out a statement about this and his requests for information. There were no comments to this statement. See Appendix 1</p> <p>P23 Cllr Jarvis received training from NWBC for the electric trip box in the square, a signed confirmation of the training was provided and Cllr Jarvis has a key to the box.</p>		
7.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>An updated list was circulated at the meeting. Approval for all new cheques 107997 to 108024 inclusive.</p> <p>It was resolved to approve the updated list. Proposed Cllr M Davis seconded by Cllr Freer</p> <p>Cllr Clews declared an interest in cheque no 108022 List of cheques over £500. Salaries £3,329.37 Pensions £1,056.38 C Belcher £1,640.00 Glendale £3,336.00 H Pointon £1,025.00 NWBC £10,339.94 P Parker £520.00 Servicom £756.00 Teleshore £1,720.80 Quadrant security £1,975.20</p> <p>P26 07/17</p>		

8.	<p>CORRESPONDENCE RECEIVED</p> <p>No comments this month</p>		
9.	<p>PLANNING MATTERS</p> <p>Cllr Jarvis declared an interest.</p> <p>a) Planning Lists – 24,25,26,27</p> <p>b) Consultations:-</p> <p>PAP/2017/0288 – revised plans 40 Royal Meadow Drive, Atherstone, Erection of single storey rear extension with a maximum height of 3.55 metres, a maximum eaves height of 2.57 metres and extending 3.4 metres beyond the rear wall of the original dwelling. Closing Date 13.07.17 (extension requested to 20.7.17 – but declined)</p> <p>No objections</p> <p>DOC/2017/0059 Approval of details required by conditions 33 Princess Road, Atherstone, CV9 1LD Approval of details required by condition no's: 3,4,5,7,8,9,10 &11 of planning permission PAP/2016/0706 dated 18/05/2017 relating to facing bricks and roof tiles, landscaping scheme, acoustically treated glazing and ventilation, construction management plan, datum levels, site investigation, surfacing, drainage and levels of car parking and manoeuvring areas, and access to site surfaced with macadam material Closing date:18.07.17 (extension requested to 20.7.17)</p> <p>No objections</p> <p>Application Ref: PAP/2017/0314 The Council House, South Street, Atherstone, CV9 1DE Works to trees in Conservation Area Closing date:04.07.17 – out of time, decision notice enclosed</p> <p>No objections</p> <p>Application Ref: PAP/2017/0315 7, Mill Race View, Atherstone, CV9 3AR Retrospective application for erection of summer shed/cabin Closing date: 25.07.17</p> <p>No objections</p> <p>Application Ref: PAP/2017/0331 112 (Barcode), Long Street, Atherstone, CV9 1AF Change of use from A4 (drinking establishment) to D2 (assembly and leisure - gym) Opening hours 24hrs Monday to Saturday and 6hrs on a Sunday Closing date:21.07.17</p> <p>P27 07/17</p>		

Objections to the 24 hour opening times as it may cause noise to local residents with members arriving & leaving during the night
Proposed by Cllr G Davis Seconded by cllr Freer

Application Ref: PAP/2017/0343

Bridge House, 80 Coleshill Road, Atherstone, CV9 2AD
Variation of condition no:8 of planning permission PAP/2010/0172 relating to facing and roofing materials; in respect of partial demolition of existing commercial premises and re-development with 14 dwellings, inc. erection of 7 new dwellings & conversion of retained existing buildings into 7 dwellings
Closing date: 28.07.17

No objections

Application Ref: PAP/2017/0364

Dolphin Fish Bar Long St Atherstone CV9 1AU
Conservation area consent for demolition of modern rear extension and rear outbuilding
Closing date:

No objections

Application Ref: PAP/2017/0338

12, Carlyon Road, Atherstone, CV9 1LQ
Description of Development: Change of use from B2/B8 to sui generis and B1 for back office (mixed use). Sui generis to be corporate team building featuring escape rooms
Closing date: 02.08.17

No objections

Application Ref: PAP/2017/0376

35 Church Walk Atherstone CV9 1AJ
Two storey side extension

No objections

c) Decisions:-

Application Ref: PAP/2017/0201 - GRANTED

7, Oakfield Gardens, Atherstone, CV9 1SA
Variation of condition no's:- 16 & 17 of planning permission ref PAP/2016/0012

Application ref: PAP/2017/0312 – NOT PERMITTED DEVELOPMENT

44 Grove Road Atherstone CV9 1DP
Proposal: Erection of single storey rear extension

P28 07/17

	<p>Application Ref: PAP/2017/0281 – NO OBJECTIONS TO WORKS 180, Long Street, Atherstone, CV9 1AE Works to trees in Conservation Area</p> <p>Application ref: PAP/2017/0258 - GRANTED 55 Spon Lane Grendon Atherstone CV9 2PD Two storey side and single storey extensions</p> <p>Application Ref: PAP/2017/0113 – LISTED BUILDING CONSENT GRANTED Listed Building Consent.White Horse Inn, 127 Long Street, Atherstone, CV9 1AB</p> <p>Application Ref: PAP/2017/0270 - GRANTED Post Office, 90 Coleshill Road, Atherstone,</p> <p>Application Ref: PAP/2017/0112 - GRANTED White Horse Inn, 127 Long Street, Atherstone, CV9 1AB</p> <p>Application Ref: PAP/2017/0256 - GRANTED White Lion Inn, Station Street, Atherstone Change of use from public house (use class A4) to residential dwelling (use class C3)</p>		
10.	<p>REPORTS</p> <ul style="list-style-type: none"> • Financial reports for June had been circulated. <p>It was resolved to approve the reports. Proposed Cllr Freer Seconded Cllr Clark</p> <ul style="list-style-type: none"> • Clerk’s Report <p>The clerk reported she has been unable to contact Matt Field who provided & set up the office laptop/ PC’s in February 2017. There is no formal support agreement with him but the clerk feels we need someone to contact in case of IT failure and to know who the network was set up and to ensure we have adequate Antivirus software. It was proposed to contact him and ask him to make contact within 7 days if he fails to do so the clerk to look for alternative IT support. Proposed Cllr Freer seconded Cllr Clark.</p> <p>The current email host provided has given to options for adding 15 new email addresses to our account either 1gb or 50gb The clerk to seek alternative ways of setting these up.</p> <p>Town Councillor’s Reports</p> <p>Cllr Clark mentioned the possibility of providing Dog Waste Bags at St Marys Play Area as a pilot scheme. He said this scheme has been piloted at Coleshill with a reduction in reported dog waste. No recent reports of dog waste have been reported in Atherstone.</p> <p>Cllr Bishop reported she had attended a Health and Wellbeing event which is a joint venture with WCC and NWBC</p> <p>P29 07/17</p>		

	<p>A needs assessment report was presented on ATC with statistics on the ageing population, life expectancy, impact on local services, she asked that this be taken into consideration when preparing the neighbourhood plan.</p> <p>Cllr Bishop attended a OSCA meeting where it was discussed the Vero family are moving and the current OSCA storage facility may be affected and a need for alternative storage</p> <p>Cllr Jarvis attended the PPC meeting at the surgery and figures show an increase in 'No Shows' for appointments, he asked if the council can get involved in an awareness campaign of this, and add to the website and noticeboard that there is an automated appointment system where appointments can be cancelled.</p>																												
11.	<p>CEMETERY MATTERS</p> <p>b) Recent Burials in Atherstone Cemetery</p> <table data-bbox="209 763 1129 909"> <tr> <td>Jean Albrighton</td> <td>A493 New Ash Plot</td> </tr> <tr> <td>Kathleen Mary Chetwynd</td> <td>E610 Re open to single depth</td> </tr> <tr> <td>Edward James Clarke</td> <td>B289 Open to double depth</td> </tr> <tr> <td>Gregory Turner</td> <td>B215 Open to triple depth</td> </tr> </table> <p>a) MEMORIAL APPLICATION</p> <table data-bbox="209 1021 1029 1238"> <tr> <td>Rose Kellegher</td> <td>RCE80</td> <td>Headstone</td> </tr> <tr> <td>Joy Everitt</td> <td>B240</td> <td>Kerbs</td> </tr> <tr> <td>Bradley Riley</td> <td>B213</td> <td>Headstone and Kerbs</td> </tr> <tr> <td>Jean Albrighton</td> <td>A493</td> <td>Headstone</td> </tr> <tr> <td>Roy Riley</td> <td>B34</td> <td>Additional inscription</td> </tr> <tr> <td>Joyce Lewis</td> <td>A480</td> <td>Headstone</td> </tr> </table> <p>Ashes scattering area update</p> <p>Weeding – Glendale are weeding it for free and has been recently weeded.</p> <p>Shelter – Base and shelter in place need to finish interior</p> <p>The clerks detailed the outstanding jobs still to do before the opening of the ashes scattering area can takes place.</p> <ul data-bbox="260 1648 1193 1989" style="list-style-type: none"> • Installation of Flower trough • Signage as required. • Filling, emptying flowers policy • Risk Assessment of new activity including transfer of ashes to ashes scattering equipment • Agreeing additional maintenance of ground including weeding, loam application, rotation of areas. • Scattering register • Staff Training, bereavement, use of equipment, procedure. <p>P30 07/17</p>	Jean Albrighton	A493 New Ash Plot	Kathleen Mary Chetwynd	E610 Re open to single depth	Edward James Clarke	B289 Open to double depth	Gregory Turner	B215 Open to triple depth	Rose Kellegher	RCE80	Headstone	Joy Everitt	B240	Kerbs	Bradley Riley	B213	Headstone and Kerbs	Jean Albrighton	A493	Headstone	Roy Riley	B34	Additional inscription	Joyce Lewis	A480	Headstone		
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	<ul style="list-style-type: none"> • Literature/ booking system/ forms • The actual scattering process. <p>The clerks to arrange to visit other authorities who already offer this service for any help and guidance they can give.</p> <p>Pest Control Cllr Jarvis reported there is an increase in rabbits in the cemetery. It was proposed to contact a pest control company to deal with this. Proposed Cllr Jarvis Seconded Cllr Freer</p> <p>Ragwort Cllr Jarvis reported there is a lot of Ragwort growing around the cemetery which is a very noticeable weed, It was proposed to contact a licenced contractor to quote to remove it, Proposed Cllr Jarvis Seconded Cllr Freer</p>		
12.	<p>CHRISTMAS LIGHTS</p> <p>Clerk contacted Mike Cunningham re the power supply source to check it's still working this is being dealt with by Mike Fennell</p>		
13.	<p>NEIGHBOURHOOD PLAN</p> <p>There has been no progress since the initial meeting in April 2016 when a management consultant was appointed. Clerk to look at his report and contact him for guidance.</p> <p>Clerks are arranging a meeting with Mancetter for August 2017, Cllr G Davis suggested we ask to look at their questionnaire.</p> <p>It was discussed to look back at past councillors with local knowledge and possibly invite for a meeting.</p> <p>Cllr Clark mentioned the Warwickshire Observatory will have done research and have information on Atherstone that could help with the plan. Clerk will contact them.</p> <p>Cllr Bishop suggested we look at the Gateshead Guidelines for conduction public consultations.</p>		
14.	<p>ARCADE SHOPS</p> <p>Unit 9 has now arranged and is paying for their own bin for the disposal of carpet</p> <p>The clerk has requested quotes for painting of outside of Arcade one quote received so far, the quotes will be presented at the next meeting.</p> <p>Cllr Bishop presented the report on the public consultation which was updated in April 2017 which details potential organisations interested in using the upstairs arcade facilities.</p> <p>Cllr Bishop prepared a report on income vs expenditure which was from budget figures, the clerk will check the figures for accuracy and update with actual figures.</p> <p>Cllr Bishop read a statement about 'Can Atherstone Town Council justify keeping the upstairs rooms in the Arcade empty'</p> <p>P31 07/17</p>		

	<p>Cllr Bishop proposed that the arcade working party identify the work which would need to be carried out for a more modest “Economical and Sustainable” refurbishment and seek quotes to enable Leader Funding to be applied for and clearly linked to and identified need. Proposed Cllr Bishop Seconded Cllr Freer There was a named vote, Yes votes from Cllrs Clark, Bishop, Freer, L John. Against votes from Cllrs G Davis, M Davis, Jarvis</p> <p>Cllr Bishop proposed the Town Council publishes the report which summaries the outcome of the public consultation and clearly states its intentions in relation to the upstairs of the Arcade Proposed by Cllr Bishop Seconded by Cllr Freer</p> <p>Cllr Freer asked the clerk to investigate with Steve Maxey regarding Councillors with dual hatted roles, regarding deciding on matters that involve or have involved the transfer of money between ATC and NWBC</p>		
15.	<p>MARKET SQUARE</p> <p>Summer in the square have asked if the can have the canopy until midnight for their event 19th August 2017, there were no objections as long as Brian Lowrie is ok with this, clerk to contact him.</p> <p>The accounts have now been received from Friends of the Square showing they had operated at a profit last year. Regarding their grant request for entertainment it was agreed for them to have use of the square, but at this stage the grant was declined for entertainment, a preferable option would be for a specific item or piece of equipment that could be an asset. Or to donate the use of the canopy as a grant. The clerk to refer back to the event organisor.</p>		
16.	<p>Play areas</p> <p>The play equipment inspection has been done by NWBC there was a broken swing which has been removed and a replacement required.</p>		
17.	<p>ALLOTMENTS</p> <p>The allotment judging day is on 1st Aug 2017 starting at 6pm Judges are Cllrs Clews, Freer, Barnard, Bishop, Cllr Bishop is on holiday so will not be able to attend.</p>		
18.	<p>TQEA School</p> <p>Cllr Jarvis brought up the following concerns regarding TQEA school that it will not serve the current and future requirements of the town. When the school was in its planning phase it was pointed out the error in building it to a smaller capacity than the one it replaced, this was totally discounted and indeed a school to a capacity of 600 was built to replace one with a 650 capacity.</p> <p>P32 07/17</p>		

	<p>The new intake in September 2016 was to capacity and the headmaster in his newsletter has stated that the September 2017 intake is oversubscribed.</p> <p>This indicates that the school which has been open for less than an academic year is not able to accommodate the current let alone the growing population, it was pointed out that there are significant numbers of new houses being built in and around Atherstone but again this was discounted and the school was built to 600 capacity (or 120 per year group).</p> <p>Looking at the recent large planning applications that came before NWBC (by Aldi & Durno's) they have realised the requirement and have included 106 monies for schooling (specifically TQEA)</p> <p>It has also been published recently that Racemeadow school has been authorised to increase its capacity which now clearly indicates that there are more children coming into education and will in a couple of years be coming into TQEA (or not if it does not have its capacity increased)</p> <p>Cllr Jarvis said ATC need to ask what plans do WCC have to accommodate this increase in students at TQEA ?</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.</p> <p>Proposed Cllr Clews, seconded Cllr Singh</p>		
<p>19.</p>	<p>CCTV MATTERS</p> <p>Two meetings have been arranged for Thurs 20th July 2017 5pm CCTV Partnership – this is a re arranged meeting Followed by MES systems meeting at 6pm regrading CCTV equipment.</p> <p>The Council have been invited 21st Century PLC in Shrewsbury who have a similar size system as Atherstone, meeting arranged for Tuesday 25th July 2017</p> <p>The maintenance renewal for the link between the ATC control room and Leek Wooten Police Station is now due for renewal. This is an essential link required.</p> <p>P33 07/17</p>		

	Michael Brandsma from St Marys church has asked if they can have CCTV on the pathway between St Marys and Holte Road, he would like a temporary camera to be erected the church will supply the power. The clerk to make enquiries about this.		
20.	<p>QUOTATIONS RECEIVED</p> <p>Ipads for Councillors / Email addresses</p> <p>A quote from Currys/PC World was received for the councillors laptop, it was agreed to purchase these proposed Cllr Jarvis Seconded Cllr Freer,</p> <p>Church Lighting</p> <p>A quotation from Paul Parker received to connect the lighting at the top of the church was received this was agreed Proposed Cllr Jarvis seconded Cllr Gurney</p>		
21.	<p>Employment matters</p> <p>The new Town Clerk has been employed for 3 months now and her Contract of Employment needs to be signed, The clerk was asked to leave the room whilst the councillors discussed this matter. It was agreed to issue the contract of employment. Proposed Cllr G Davis Seconded Cllr M Davis</p>		
	The meeting closed at 9.22pm		

Signed Chairman of Atherstone Town Council

Appendix 1

I am surprised at Councillor Wright concerns about my 4 or 5 emails to the clerks in my questions which concern procedure. I have concerns that councillor Wright does not share my concern at the way the clerk has been instructed by the police to ignore a valid FOI request and the withdrawal from the public record of information that was freely volunteered, to the police, by resolution of this council, as part of the public record.

I was under the impression that the clerk should only take instructions from and by resolution of the council. If the police are able to withhold, subject to their permission, public records in this way then the notice should have come to the council with a full explanation as to the reason why and its implications.

My questions arose out of this lack of explanation and the chance to debate in a meeting, which we owe not only to the request through freedom of information but also to inform the people of Atherstone who elected us councillors to make the decision. I agree we cannot break the law but we can, understand it, given the explanation and reason for it, which is the reason for my emails.

Councillor Wright on the other hand accepts that the reasons are legal without question which I believe is a failing in the duty for which he was elected and not only unprofessional but also discourteous to the residents of Atherstone.

I am still wondering about the reason for, what I believe to be, a denigration of the public interest in the censure of a public record and for this reason I would urge whoever wishes to complain about my questioning to go ahead and complain, although if the clerks feel aggrieved then they of course can do it through the council's grievance procedure, if we have one.

Whichever process is invoked I will believe I will be within my rights to be seeking full explanations including why my name was subject of an enquiry mentioned at a police interview and full details of all formal and informal dealings with the investigating officer dealing with the rights, and responsibilities of a person and persons who have a legitimate contract with this town council and whose interests should, in my view, be uppermost in our legal dealings although referring to emails recorded it appears that it has been decided that the grave owner has none.

Cllr Richard Freer