

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING (Annual Meeting)
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 1 st . May 2013 start 7.00 pm
IN ATTENDANCE	Town Councillors: G Davis, M Davis, Singh, Barker, Shaw, Pickard, Peat. Public: Mrs Clay, Mrs Wrigley,
APOLOGIES	Town Cllrs: L Freer, R Freer, Macchi, Jarvis, McElhone, Barnard, Clews.
CHAIRMAN	Cllr Singh
CLERK	Mr G Day

Item		Actions	Notes
1.	ELECTION OF CHAIRMAN AND TOWN MAYOR FOR 2013/2014 It was resolved that Cllr Singh would remain as Chairman/Mayor for 2013-14. Proposed Cllr Shaw, seconded Cllr G Davis.		
2.	ELECTION OF VICE CHAIRMAN FOR 2013/2014 It was resolved that Cllr Barker would remain as Vice-chairman for 2013-14. Proposed Cllr Shaw, seconded Cllr M Davis.		
3.	APOLOGIES It was resolved to accept the Town Council apologies. Proposed Cllr Barker, seconded Cllr G Davis.		
4.	DECLARATIONS OF INTEREST & DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTEREST To be taken as and when.		
5.	REPORTS FROM BOROUGH AND COUNTY COUNCILLORS Cllr Shaw reported that he had been investigating the street lighting, and had found some areas that should not have been turned off, which had been corrected.		
6.	TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 17th. April 2013 Cllr Pickard stated that he had not commented on Atherstone Surgery appointment system as stated in the minutes, it was agreed to remove the paragraph. It was resolved that the amended minutes be accepted as a true record, proposed Cllr Barker, seconded Cllr Peat. P1 5/13		

7.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 17th. April 2013. Item 3, Cllr Shaw stated that a Neighbourhood Plan working group was needed urgently as there were flood issues regarding some of the sites in the allocation plan.</p>		
8.	<p>TO RECEIVE THE MINUTES OF THE EGM OF 10th. APRIL 2013 It was resolved that the minutes be accepted as a true record, proposed Cllr Barker, seconded Cllr Shaw.</p>		
9.	<p>MATTERS ARISING FROM THE MINUTES OF THE EGM OF 10th. APRIL 2013 There were no matters arising.</p>		
10.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE The clerk issued a revised list with the amount of cheque 106205, Servicom established at £1047.60, however there would be a credit on the next invoice, for 5 radio subsidies in the first 2 quarters. A new cheque had been added, 106206 to Regent Digital. List of invoices and cheques for signing approved, cheque numbers 106175 to 106206. It was resolved to approve the list and sign the cheques, proposed Cllr Barker, seconded Cllr G Davis.</p> <p><i>List of cheques above £500.00</i> Employees salaries £2502.92 Warks County Council (pensions) £761,72 NWBC 9annual dinner) £603.00 WALC (subscription) £1053.00 Pin Digital (website) £500.00 NWBC (CCTV monitoring) £7231.75 NWBC (Cemetery refuse collection) £1302.76 Atherstone Landscapes (gravedigging) £875.00 NPower (CCTV supply) £3806.26 Servicom (Townwatch radios charge) £1047.60</p>		
11.	<p>CORRESPONDENCE RECEIVED 10. Mr Hugh-Jones, letter to Mayor It was agreed that the clerk would contact Mr Hugh-Jones.</p> <p>E47/E48. Dog control orders. Cllr Pickard stated that D Baxendale would attend a meeting for a discussion with the Council. It was agreed to invite him to a future meeting.</p> <p>E55. Precept increases. It was agreed that a future agenda item would discuss the handling of this unintended increase, when it had been received, and Mr Marshall would be invited to the meeting.</p> <p>E60. Quadrant, CCTV legislation, it was agreed that the clerk would contact the legal specialist suggested by Quadrant.</p> <p>P2 5/13</p>		

12.	CORRESPONDENCE SENT (available in office)		
13.	<p>APPOINTMENT OF REPRESENTATIVES TO ORGANISATIONS AND GROUPS (All Cllrs are entitled to attend working groups) List of current reps circulated, this was approved. The clerk to contact the secretary of North Warwickshire Consortium of Parish Councils to check membership renewal status.</p>		
14.	<p>PLANNING MATTERS</p> <p>a) Planning Lists – 14, 15.</p> <p>b) Consultations PAP/2013/0193, 50 Long Street, Atherstone, CV9 1AU Change of use from A1 (shops) to A3 (food and drink). It was resolved that there was no objection to this application, proposed Cllr Shaw, seconded Cllr G Davis.</p> <p>PAP/2013/0149, 12 Northcote Walk, Atherstone, CV9 3SL. First floor front extension, amended plans. It was resolved that there was no objection to this application if acceptable to the neighbours, proposed Cllr Barker, seconded Cllr G Davis.</p> <p>County Highways, application for disabled parking space, 2 Stanley Road, Atherstone. It was resolved that there was no objection, proposed Cllr Barker, seconded Cllr G Davis.</p> <p>c) Decisions PAP/2013/0060, 3M UK, Ratcliffe Road – granted</p> <p>PAP/2013/0085, 102 Coleshill Road, Atherstone, CV9 2AF. – granted.</p> <p>d) Conservation Areas and Listed Buildings None at time of compilation</p> <p>e) Other Letter from County Highways, PAP/2013/0129, Land adjacent 56 Grove Road, objection.</p> <p>f) Licensing Matters The clerk reported that there was a TEN for Jack ‘D’s bar, on 5th. May.</p>		
15.	<p>REPORTS</p> <p>a) Town Council Annual Report It was resolved that the Report be approved, proposed Cllr Shaw, seconded Cllr M Davis.</p> <p>P3 5/13</p>		

	<p>b) Financial Report (for information only) The clerk presented a draft budget report and bank reconciliation, for April. He reported that the final documents had been forwarded to the internal auditor.</p> <p>c) Clerk's Report Letter from Mrs Chadwick, complaining about grass cuttings on memorials. It was agreed to forward the letter to the grounds maintenance contractor, and reply to Mrs Chadwick.</p> <p>The clerk reported that there had been broken glass in St Marys Road, closed on Sunday 21st. April, cleaned up, mowed and re-opened on Monday 22nd. April. Clerk to circulate cost of clean up.</p> <p>The clerk stated that Cllr Shaw had reported that 2 of the lights outside St Marys Church had the glass covering smashed, this had been reported to the police, and because of the danger to the public paving slabs placed over the open holes. It was agreed to notify NWBC, and to ask the Conservation Officer what options were available for replacement lights.</p> <p>The clerk reported that Townwatch meeting had been held on Tuesday 31st. April, to publicise the scheme. It had been attended by the Atherstone Herald, the Police, the Town Council, and some of the radio users. There would be an article in the Herald, and the Police would supply a monthly report.</p> <p>The clerk reported that a request had been received from Sky to use the Market Square for promotional activity. It was agreed that they could attend on a Tuesday or Friday market day.</p> <p>The clerk reported that from correspondence at the meeting of 3rd. April, he had obtained a cost to make safe and partially repair, a damaged memorial, N750. the quotation was £300 plus VAT. It was resolved to carry out the work, although the Council accepted no responsibility for the maintenance of this or any other memorial, in the future.</p> <p>The clerk reported that notice of a meeting of Pride in Atherstone had been received, on 21st. May at 5.30pm. It was agreed that Cllrs Singh and Shaw would attend.</p> <p>d) Representative's Reports Cllr Peat reported that there were no problems at Gramer Cottages. Cllr Singh reported that the staff appraisals had been carried out.</p>		
16.	<p>CALENDAR OF MEETINGS 2013/2014 The clerk presented a calendar of meeting dates to the normal pattern, there were no clashes with NWBC. This was agreed.</p> <p>P4 5/13</p>		

17.	<p>MARKET SQUARE</p> <p>The clerk reported that a partnership meeting was held on 23rd. April. Documents were circulated, including letter to HBBC from the traders. It was resolved to approve a draft reply from HBBC, proposed Cllr Barker, seconded Cllr M Davis.</p> <p>It was resolved to have an activity, during Love Your Local Market week, and to have some small prizes for children to take part in a treasure hunt, proposed Cllr Barker, seconded Cllr M Davis, Cllr Shaw abstained. Clerk to liaise with HBBC, and local schools to be notified. Working group needed to discuss improvements and funding opportunities.</p>		
18.	<p>ARCADE SHOPS UPDATE</p> <p>The clerk stated that he had spoken to the solicitor and NWBC, and there were no problems reported.</p> <p>It was agreed that a working group should now start preparing a business plan asap. This would be on a spare Wednesday night. It was agreed to talk to Bill Cullen at HBBC for advice, and to invite Mr P Bowley, to the working group for advice regarding the building.</p> <p>It was agreed to obtain more quotations for an independent valuation (must be FRICS).</p>		
The meeting closed at 8.45pm.			

Signed Chairman of Atherstone Town Council