

## ATHERSTONE TOWN COUNCIL

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DOCUMENT	<b>MINUTES OF THE TOWN COUNCIL MEETING</b>
VENUE	The Committee Room, Civic Suite, NWBC, South St, Atherstone, CV9 1DE
DATE AND TIME	Wednesday 20 June 2018 7.00pm
IN ATTENDANCE	Town Councillors: Wright T Clews, M Davis, G Davis, L Dirveiks, Gurney, Jarvis, Bishop Police: Borough and County N Dirveiks Public: M Wrigley H Ross E McKay B Barrow S Towers
APOLOGIES	Councillors: L John J John M Singh R Freer J Barnard D Clews
CHAIRMAN	Cllr Wright
CLERK	Odette Ghent, also present Deputy Clerk Sally Oldham

Item		Actions	Notes
1.	<b>APOLOGIES</b> It was resolved to accept the apologies. Proposed Cllr G Davis seconded Cllr T Clews		
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>  <b>M Wrigley</b> reported on behalf of Thelma Evans there is dog mess in Little Church Walk and asked if they can have a dog waste bin. M Wrigley reported there is still a problem with bins on Meadow St and had to move 9 bins to get past on the path. Cllr L Dirveiks confirmed she has reported this and will report it again. M Wrigley reported on behalf of Mrs Bethal that she spoke to one of the market traders who said footfall at Atherstone Market is low.  <b>Emma McKay</b> thanked the Town Council for the use of the pop ups for the OVO Ladies cycle race which was a very well attended and successful event. The next cycling event is 5 <sup>th</sup> September 2018, the exact route yet to be confirmed. The Atherstone website has now been set up. The Meadow Street Gardens consultation went well and the plans are now to be done hopefully by the end of August 2018.  <b>Cllr Jarvis</b> asked to ensure its DDA compliant and suggested a mobility scooter or wheelchair user is involved in the process.  <b>P10 06/18</b>		

	<p><b>Susan Towers</b> reported that the grass cutting in the cemetery around the graves is not being blown away and the graves are covered in grass.</p> <p>Cllr Wright confirmed that the council is aware of issues with the grass cutting and the clerks are visiting the cemetery on a regular basis to monitor the situation.</p> <p>A working party has been set up and councillors have visited the cemetery to address the concerns, which they share and are working with the contractor to put it right.</p> <p><b>Bob Barrow</b> reported that the Merevale allotment site is being accessed during the night for what he feels is criminal activity. (He is not an allotment holder himself but lives nearby) He said too many people have keys and asked if the gate could be unlocked in the morning and locked at night by the council and the hours that plot holders can access the site limited.</p> <p><b>Deputy Clerk Sally Oldham</b> confirmed that only plot holders have keys which are logged, these are security keys that can only be re cut by the council.</p> <p><b>Cllr Jarvis</b> requested that all criminal activity should be reported to the police if enough reports are made they may put a mobile CCTV unit there to monitor activity.</p> <p><b>Cllr Wright</b> asked if the plot holders can be informed the site should only be accessed dusk to dawn, and to report the comment of Mr Barrow to the police. It was noted that tenants with poultry or those on shift work often go on site early mornings or late nights. It was suggested that the Allotment Working Group consider the issues raised when they meet to carry out the Annual Judging (July 17th 2018)</p>		
4.	<p><b>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</b></p> <p><u>Police reports</u> None</p> <p><u>County and Borough Councillor reports</u></p> <p>Cllr N Dirveiks reported the official councillor grant scheme launched 21<sup>st</sup> June 2018</p> <p>Cllr L Dirveiks reported the CO Op planning application to put 2 shops on the car park was not favourable by the planners ATC also objected.</p> <p>The OVO Ladies cycle race was a successful event for Atherstone Town with good TV coverage. There were a lot of people in town and the Visitors Centre had more than usual visitors.</p> <p>Cllr N Dirveiks reported he was at a county meeting and confirmed it was acknowledged that Atherstone made a great contribution and Atherstone are the only place that's held the start of the race 3 years running, it was good publicity for the town.</p> <p>The next race is 5<sup>th</sup> September 2018, Atherstone is not a starting point but the race will come through the town the exact route to be confirmed.</p> <p>WCC would like to thank the council and the town's children for their support.</p> <p><b>P11 06/18</b></p>		

5.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 16 May 2018</b>  It was resolved to approve the minutes, proposed Cllr Wright seconded Cllr T Clews</p>		
6.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING 16 MAY 2018</b>  None</p>		
7.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b>  A list was circulated prior to the meeting.  For ratification purposes cheque no 108254  Approval for all new cheques 108255 to 108280  <b>It was resolved to approve the list proposed Cllr G Davies seconded by Cllr T Clews</b>  <b>List of cheques over £500</b>  Wages £3,417.70  WCC £1,209.08  Glendale £1,955.55  B Lowrie £750.00  NWBC £7,955.75  WALC £1,025.00  Zurich £5,314.63  Badgers 10k £800.00  Friends of the square £694.00  Car Show £1,000.00  Summer in the square £2,000.00</p>		
8.	<p><b>CORRESPONDENCE RECEIVED (see list)</b></p> <ol style="list-style-type: none"> <li>1. <b>E45 - Red Lion Parking</b> – correspondence from Robert Beggs NWBC received asking if the Town Council would consider suppling planters on the pavement behind the Red Lion pub area to alleviate car parking on the paths. The clerk made a site visit with Robert and it's a bigger issue than just a few planters as there a numerous access points for car to get on the path.  Cllr L Dirveiks confirmed parking on the paths is a problem throughout the town.  Cllr Jarvis suggested setting up a meeting with WCC to walk around the town to look at the parking/path obstruction issues. Proposed Cllr Jarvis seconded Cllr L Dirveiks</li>   <li>2. <b>E16 Land at St Marys Road</b> – Cllr G Davis reported the plans for the expansion of the doctors surgery cannot go ahead until the covenant is lifted. The clerk confirmed she is in communication with WCC.</li>   <li>3. <b>C3 - St Marys Church</b> – HMS Atherstone Bell – Cllr Bishop requested the council reply to St Marys confirming that the bell will be located in the arcade.</li> </ol> <p><b>P12 06/18</b></p>		

	<p>4. <b>C2 Merevale allotment complaints</b> – A letter has been received from Mr Hunton stating that his dog was attacked by another plot holders dog that was off lead. The council to write to both parties reminding them that all dogs must be kept on lead until they are in the safety of their own secure plot.</p> <p>Mr Hunton also complained that another plot holder has exposed some brick work on the path outside their allotment. Mr Hunton feels that this is causing a trip hazard. Sally Oldham Deputy Clerk made a site visit and does not feel there is a hazard other than general uneven ground around the whole site.</p>		
<p><b>9.</b></p>	<p><b>PLANNING MATTERS</b></p> <p><b>Cllr Jarvis and Cllr L Dirveiks declared an interest.</b></p> <p><b>a) Planning Lists –</b>  <b>b) Consultations:-</b></p> <p><b>PAP/2018/0327</b>  4, Friary Road, Atherstone,  Erection of porch- no objection</p> <p><b>PAP/2018/0325</b>  80 Stafford Street Atherstone  Erection of single storey extension - no objection if acceptable to neighbours</p> <p><b>PAP/2018/0333</b>  Phoenix House,  12 Church Street, Atherstone,  Listed Building Consent for Change of use from A2 (financial and professional services) to A3 (food drink) A4(drinking establishments) and A5 (hot food take away) – no objection</p> <p><b>PAP/2018/0342</b>  41, Stanley Road, Atherstone  Approval of reserved matters for appearance, landscaping and layout for erection of one dwelling - no objection if acceptable to neighbours</p> <p><b>PAP/2018/0343</b>  43, Stanley Road, Atherstone  Approval of reserved matters for appearance, landscaping and layout for erection of one dwelling - no objection if acceptable to neighbours</p> <p><b>PAP/2018/0360</b>  Phoenix Yard, Church Street, Atherstone  Works to trees protected by a tree preservation order – no objection</p> <p><b>PAP/2018/0365</b>  37 &amp; 38, Cooks Close, Atherstone, CV9 1ES  Works to trees protected by a tree preservation order – no objection</p> <p><b>PAP/2018/0359</b>  Grendon Lodge, Long Street, Atherstone  Works to trees in Conservation Area – no objection</p> <p><b>P13 06/18</b></p>		

	<p><b>a) Decisions:-</b></p> <p><b>See weekly lists on NWBC planning website 19,20,21,22,23</b></p>		
<p><b>10.</b></p>	<p><b>REPORTS</b></p> <ul style="list-style-type: none"> <li>• <b>Financial reports for June 2018 had been circulated.</b> This was noted.</li> <li>• <b>Clerk’s Report</b> The summer planters in the town were done by Smithy Farm shop the week leading up to the ladies road race, already plants have been stolen from them. Cllr Jarvis suggested contacting the Herald to run an article on this.</li> </ul> <p><b>Trees at Barnsley Close</b> - ATC are responsible for the trees/hedges along the boundary of Westwood Road play area, the residents are unable to reach them to cut them back. Sally to ask Chris Belcher to do this work Proposed Cllr Wright seconded Cllr G Davis.</p> <p><b>HMS Atherstone Ships Bell</b> – Bob Trahern has asked if the bell can be permanently displayed in Unit 7 in the arcade which will be a secure locked unit with the bell inside a locked cabinet in a prominent position for people to see. This was agreed Proposed Cllr T Clews Seconded Cllr G Davis. ATC will remain responsible for the bell and for insurance.</p> <p><b>Town Crier uniform</b> – The Dickens event have asked to borrow it for Dickens event for Cllr Jarvis to wear. This was approved Proposed Cllr Wright seconded Cllr T Clews</p> <ul style="list-style-type: none"> <li>• <b>Town councillor reports</b></li> </ul> <p><b>Cllr Jarvis</b> asked the council if they would express an interest with WCC to take over the Partnership Building under the same terms that Age Concern had with a condition to sublet. He said many of the local groups that used it have now been displaced to other venues and would like to return to it. They are struggling to maintain numbers and Cllr Jarvis would like to safeguard the continued running of the groups. Cllr Wright declared an interest. <b>Cllr Wright</b> reported a lease is about to be signed with another interested party (Edible Links)</p> <p><b>Cllr L Dirveiks</b> said she felt the costs to run the partnership building would be substantial.</p> <p><b>Cllr G Davis</b> asked the clerk to write to Edible Links and advise them that local groups were interested in returning to the partnership building should they take it over.</p> <p><b>P14 06/18</b></p>		

	<p><b>Cllr Bishop</b> reported she had attended a meeting at Meadow Street Gardens regarding improving the greenspace, where it was discussed there is positive possibilities of funding for this. She also reported she attended the OSCA board meeting, and confirmed they were in a comfortable position regarding turnover and event bookings. They are also working to overcome difficulties of the group to protect the building from vandalism.</p> <p><b>Cllr L Dirveiks</b> reported the Friends of Atherstone Heritage are trying to get Heritage funding for Meadow Street Gardens to ensure they are DDA compliant. The gardens were given to the town by a hatter.</p> <p><b>Cllr T Clews</b> reported the area around the dog waste bin in Westwood Park area is becoming overgrown</p>		
11.	<p><b>CEMETERY MATTERS</b></p> <p><b>a) Memorial applications</b></p> <p>Joseph William Cook      B231 Headstone and Kerbs</p> <p>Choeng-Wa Lau              B264 Headstone (Aug 2018) kerbs (Feb 2019)</p> <p>Dorothy Churchett        E1552 Inscription</p> <p>Margaret Day                A364 Inscription</p> <p><b>b) Recent Burials in Atherstone Cemetery</b></p> <p>Roy Millichamp              A488 New ash plot</p> <p>Elsie May Rooms              E59 Opened to doubled depth</p> <p>Allen Arthur Riley            E1385 Re open for ashes</p> <p>Steven Terrance Smith      A487 New ash plot</p> <p>Edna Betty Cullen            A127 Re open for ashes</p> <p><b>c) Ashes scattering area update.</b></p> <p>The working group made a site visit Cllrs Wright/T Clews/Jarvis attended. The whole cemetery was walked around and a five -year plan was discussed to level out the cemetery to enable grass cutting to improve. The clerks provided a list of jobs to be done. The ashes scattering area needs to progress ASAP in particular the items in green Proposed Cllr T Clews seconded Cllr L Dirveiks. Other items on the action plan need to be agreed before the July meeting.</p> <p><b>P15 06/18</b></p>		

12.	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>No further progress this month it was agreed to take off the agenda Proposed Cllr Wright seconded Cllr M Davis</p>		
13.	<p><b>ARCADE SHOPS</b></p> <p>Nothing to report.</p>		
14.	<p><b>MARKET SQUARE</b></p> <ol style="list-style-type: none"> <li>1. Fundraiser Friends of the square for Stonefest 23 June 2018 - event cancelled</li> <li>2. Outwoods Primary School Carnival Thursday 28 June 2018 - This was approved Proposed Cllr T Clews seconded Cllr G Davis</li> <li>3. Remembrance Sunday Sunday 11 November 2018 - This was approved. Proposed Cllr T Clews seconded Cllr G Davis</li> <li>4. Relocate pop ups – currently eight of the pop up are stored in the arcade corridor leading to upstairs these need to be moved back to Brain Lowie</li> <li>5. Delegated powers – the clerks asked if they can have delegated power to approve bookings for the market square, in particular for last minute bookings that come in after a meeting that need a quick decision. The booking process would not change and the same requirements to book the square would remain. This was agreed Proposed Cllr Jarvis Seconded Cllr Bishop.</li> </ol>		
15	<p><b>PLAY AREAS</b></p> <p>Nothing to report</p>		
16.	<p><b>ALLOTMENTS</b></p> <p>Letter from Mr Hunton discussed under correspondence</p>		
17.	<p><b>ST MARYS PLAYS AREA COVENANT</b></p> <p>The clerk reported that she is currently looking into this with WCC</p>		
18.	<p><b>ELECTION</b></p> <p>The notice of an election on 26 July 2018 to be published.</p> <p>It was approved to have Polling cards Proposed Cllr Bishop Seconded Cllr Jarvis</p>		
	<p><b>PRIVATE &amp; CONFIDENTIAL</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 (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</b></p> <p><b>P16 06/18</b></p>		

	<p>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><b>Proposed Cllr Wright seconded Cllr T Clews</b></p>		
19.	<p><b>QUOTATIONS</b></p> <ol style="list-style-type: none"> <li>1. <b>Gas service</b> – following the fitting of a new boiler in the office a quotation was received for its annual service this was agreed Proposed Cllr Wright Seconded Cllr G Davis</li> <li>2. <b>Gypsy Lane Trees</b> – this was carried forward to next meeting</li> <li>3. <b>New Burial Book</b> – a new book is required the quotation was approved Proposed Cllr Gurney seconded Cllr T Clews</li> <li>4. The quotation for 3 honorary citizens and 3 past mayor badges were approved Proposed Cllr T Clews seconded Cllr Gurney</li> </ol>		
20.	<p><b>CCTV UPGRADE UPDATE</b> An action from the CCTV Partnership meeting was for further CCTV presentations to be arranged.</p>		
21.	<p><b>ARCADE</b> The clerk advised that a Fire Risk Assessment was carried out by MKG Safety Solutions in the arcade on 18<sup>th</sup> June 2018, the findings and report will be available for the July 2018 meeting.</p>		
22.	<p><b>EMPLOYMENT MATTERS</b></p> <p>The new pay scales for staff came into effect for 2018-19 on 1 April 2018. This was noted.</p>		
23	<p><b>COMMUNITY GRANT FUND</b></p> <p>There was a discussion regarding the community grant funds and the decision making criteria to avoid a degree of complacency and to encourage new groups to apply and support existing groups. It was agreed to look at the matter again in September 2018.</p>		
	<p><b>The meeting closed at 9:20pm the Next meeting 18 July 2018</b></p>		

Signed ..... Chairman of Atherstone Town Council

**P17 06/18**