

ATHERSTONE TOWN COUNCIL

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

DOCUMENT	<b>MINUTES OF THE TOWN COUNCIL MEETING</b>
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 20 <sup>th</sup> . April 2016 7.00pm
IN ATTENDANCE	Town Councillors: Clews, Gurney, M Davis, G Davis, Bishop, Singh, Jarvis, Freer, Barnard, Wright, Dirveiks, Barker. Public: Mrs Wrigley, Mr M Shaw
APOLOGIES	Councillors: Clark, L John, J John. County Cllr: N Dirveiks. Borough Cllr: D Clews. Police: PC L Baxter.
CHAIRMAN	Cllr Jarvis
CLERK	Mr Graham Day

Item		Actions	Notes
	The presentation of the Honorary Citizen Award for 2016 was made to Mr Martin Shaw, by the Chairman, Cllr Ray Jarvis. Mr Shaw thanked the Council for the award.		
1.	<b>APOLOGIES</b> It was resolved to accept the apologies. Proposed Cllr Wright, seconded Cllr Singh.		
2.	<b>PUBLIC SESSION</b> Mrs Wrigley commented how good the recent Town Council dinner had been. She also commented that the recent work on the paths, in the town, had still left many areas in a poor condition. Cllr Dirveiks said that if areas could be indentified she would pass the information on to County Cllr N Dirveiks. Cllr Clews said that he had heard comments that the work was being done with inferior materials. Cllr Barnard said that the dog fouling signs on pathways had now almost worn off. Cllr Gurney asked that County Cllr Clark be informed that the residents in Margaret Road were unhappy with the repairs done to the grass verges. Cllr Barker said that this should be sent to County Highways. Cllr Jarvis said that the repairs should all be done before the cycle race took place. Cllr Wright said that someone had cycled the route of the race and informed the County where there were potholes etc. Cllr Jarvis said that he had read that the Erudition Trust, which included QE Academy, had 1 school already transferred to another trust and another in process of transferring. Cllr Singh said that the County had put lights in the walkway from the bus station to Long Street, but they were on all the time, Cllr Gurney said that they did not go under the alleyway. Mrs Wrigley commented on the amount of "A" boards around around <b>P95 4/16</b>		

	<p>the town, clerk to chase County Highways. Cllr Barnard commented on the bay trees, outside Jezebels, narrowing the path, and Cllr Singh said that a shop had put a board on one of the bollards on the square. It was agreed to write to both shops.</p>		
3.	<p><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.</p>		
4.	<p><b>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</b> Cllr Jarvis said that PC Baxter had sent in a report, she stated that the getaway driver, from the theft on Dicken's Night had been found guilty and the thief was still in prison. He also reported that under the Speedwatch scheme residents could be trained to use radar guns, posters will be distributed. Cllr Dirveiks said, on behalf of County Cllr N Dirveiks that anyone indentifying pathways in poor condition should report to him.</p>		
5.	<p><b>TO RECEIVE THE MINUTES OF THE EXTRAORDINARY MEETING OF 9<sup>th</sup>. MARCH 2016.</b> It was resolved to approve the minutes. Proposed Cllr Barker, seconded Cllr G Davis.</p>		
6.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE EXTRAORDINARY MEETING OF 9<sup>th</sup>. MARCH 2016.</b> Item 6. Working group meeting with Atherstone Surgery took place on 6<sup>th</sup>. April. Cllr G Davis said that Dr Mullik had attended the NWBC planning meeting, and that the decision on the college application had been deferred for one month.</p>		
7.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 16<sup>th</sup>. MARCH 2016.</b> It was resolved to approve the minutes. Proposed Cllr Barker, seconded Cllr Singh.</p>		
8.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 16<sup>th</sup>. MARCH 2016</b> Item 8, working group with NP consultant took place 7<sup>th</sup>. April. Item 11, request for memorial tree, contractor says existing tree is dead, to be discussed later in meeting. Working group for cemetery fees and ashes scattering area took place 30<sup>th</sup>. March. Floor of shelter now replaced. Item 15. Dog waste bin on towpath repaired by NWBC. Westwood Road site visit took place 18<sup>th</sup>. March.</p>		
9.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b> New list circulated with addition of cheque 107364. Cheques 107392 &amp; 107393 for ratification. It was resolved to approve/sign the cheques, numbered 107392 to 107364, proposed Cllr Wright, seconded Cllr Barker. <i>List of cheques over £500.</i> <i>Salaries £2568.26</i> <i>Pensions £985.54</i> <i>Garner Canning £1800.00</i> <b>P96 4/16</b></p>		

	<p>NWBC £7231.21  Hags-SMP £601.20  NWBC £811.92  Atherstone Landscapes £1050.00  Saltem £1212.00  Servicom £721.80  AMS £604.50  Pin Digital £720.00</p>		
10.	<p><b>CORRESPONDENCE RECEIVED</b>  2/ Mark Jordan, thanks for support for Motor Show and accounts  This was noted.  3/ Internal auditors report, third quarter, actions all completed.  6/ Friends of the Square, funding requests, includes dates in April/May, it was resolved to approve the request for a maximum of 4 events, 23<sup>rd</sup>. April, 14<sup>th</sup>. May and 24<sup>th</sup>. September, the other event on 15<sup>th</sup>. June was now cancelled. Proposed Cllr Gurney, seconded Cllr M Davis.  7-8/ Funding requests, (Happy Faces &amp; QE Academy) were referred to the May meeting.  10/ Grant Thornton, external audit papers now received.  E12, 13, 14. Planter damage, it was resolved to ask the police to take action, proposed Cllr Barker, seconded Cllr M Davis.  E20, 78. Canal Park, it was resolved to investigate this request, proposed Cllr Barker, seconded Cllr M Davis.  E30, E76, E72, E79, Eaton grave dispute. Advice from ICCM regarding flower containers as follows:-  <i>“Flower containers do not usually require any special permissions however the registered grave owner could remove from or place any on the grave.  This is really a family dispute that your authority can not resolve therefore I would advise that you inform all parties that the wishes of the registered owner of the exclusive right of burial take precedence. Any complaint received from any person not being the registered owner should be replied to the effect that the complainant needs to speak to the registered owner”.</i>  It was resolved to write to the Brown/Eaton side of the family, with copies to the grave owners with this information. Proposed Cllr Freer, seconded Cllr Barker.  E69, 70. Request for site map, and Town Council representative. It was resolved that the Town Council representatives would be Cllrs Jarvis and Wright.</p>		
11.	<p><b>PLANNING MATTERS</b>  Cllrs Jarvis &amp; Dirveiks declared an interest and abstained from voting on all applications.  a) <b>Planning Lists</b> – 10, 11, 12, 13, 14.  b) <b>Consultations</b>  PAP/2015/0167, Britannia Works, Coleshill Road – proposed part demolition, new build and refurbishment to create 54 new residential dwellings with associated works. It was resolved that there was no objection to this application, proposed Cllr Barker, seconded Cllr G Davis.  <b>P97 4/16</b></p>		

	<p>PAP/2016/0178, 8 Outwoods Close – works to pollard lime tree protected by a tree preservation order. It was resolved that there was no objection to this application, and supported the comment about bird nesting season. Proposed Cllr G Davis, seconded Cllr Barker.</p> <p>PAP/2016/0042, 35 Church Walk – erection of 2 no: 1 bedroom dormer bungalows with associated parking. It was resolved to object to this application and reiterate the statement from 17<sup>th</sup>. February. <i>“It was resolved to object to this application, due to over-intensification of the plot causing access/egress concerns, and suggest that only one dwelling should be built with its own access onto Convent Lane”</i>. Proposed Cllr M Davis, seconded Cllr Wright.</p> <p>PAP/2016/0162, 80 Stafford Street – work to tree in conservation area. It was resolved that there was no objection to this application if undertaken outside of the nesting season, proposed Cllr Singh, seconded Cllr Barker.</p> <p>PAP/2016/0201, 10 Slacks Avenue – loft to front of dwelling. It was resolved that there was no objection to this application. Proposed Cllr Barker, seconded Cllr Clews.</p> <p><b>c) Decisions</b>  PAP/2015/0354, Barge &amp; Bridge, demolition etc – refused.  PAP/2016/0114, 119 Royal Meadow Drive – submission of details not required.  PAP/2016/0093, 2 Flint Close – granted.  PAP/2015/0113, The Angel Inn – conservation area consent granted.  PAP/2015/0110, The Angel Inn, granted.</p> <p><b>d) Conservation Areas and Listed Buildings</b>  Cllr Dirveiks commented that a wooden fence had been erected along the car park to Warwick House, without any application being made.</p> <p><b>e) Other</b>  Warks County Highways, request for advisory disabled parking space, 37 Erdington Road. It was resolved that there was no objection to this application, but roads such as this were wide enough to introduce chevron parking, which would allow more bays and make it easier for the drivers to access them. Proposed Cllr Barker, seconded Cllr Singh.</p> <p><b>f) Licensing Matters</b>  TENS, The Clock Inn, extended hours 1<sup>st</sup> May 2016 and 29<sup>th</sup>. May 2016.</p>		
<p><b>12.</b></p>	<p><b>REPORTS</b></p> <ul style="list-style-type: none"> <li>The financial reports for March and the Full Year (for information only), were circulated. Full year information and audit documents to be sent to internal auditor</li> </ul> <p><b>P98 4/16</b></p>		

	<ul style="list-style-type: none"> <li>• Clerk's Report The clerk reported that donations were requested at the funeral of ex-Cllr Colin Peat, the collection would go to the NWBC Mayor's Charity. It was resolved to send a donation of £100, proposed Cllr Wright, seconded Cllr Freer.</li> <li>• Town Councillors Reports Cllr Wright reported that the OSCA AGM would be held on 21<sup>st</sup>. April, all were invited. Cllr G Davis said she had attended a PPG meeting, she said that Dr Winward was retiring and 2 new lady doctors would be starting. Cllr Barnard said she had attended the breakfast meeting regarding the cycle race. Cllr Bishop said she had attended the Tourism Action Plan meeting, held earlier, and it had been quite productive. Cllr Dirveiks said the meeting had presented lots of ideas. Cllr Freer said that NWBC were asking for the use of St Mary's Road and Westwood Road play areas for parking on the day of the cycle race. Cllr Freer said that it was a shame that the Chamber of Trade kept starting up and folding. Cllr Jarvis said that will be making a presentation to the First Responders, from the Mayor's Charity, at the St Georges Day event on the Market Square. The amount was currently just under £2000. He said that the old telephone box, on the Market Square was to be used to house a defibrillator, once an electrical supply was installed.</li> </ul>		
13.	<p><b>CEMETERY MATTERS</b></p> <ul style="list-style-type: none"> <li>• Memorial applications approved by clerk Chan Lin B244 Kerbs Reid Joseph &amp; Dorothy E849 Replacement only Ball Kevin A300 Additional inscription Whopples Shirley Irene E1543 Additional inscription Lewis Cynthia B163 Headstone Kerbs &amp; vase Griffiths Dorothy May E1413 Headstone Hemingway Marguerite A225 Replacement only Jones Dean B229 Headstone Palfreyman Beryl Ann B236 Headstone &amp; kerbs</li> <li>• Recent burials in Atherstone Cemetery Aldridge Edna May B94 Re-open to double depth Cook Joseph William B231 Open to triple depth Hall Andrew Thomas E232 Open for ashes</li> <li>• Review of cemetery charges, from working group of 30<sup>th</sup>. March The revised list of charges was circulated, it was agreed to take out the date reference for ash plot headstones. It was resolved to approve the amended list, proposed Cllr Wright, seconded Cllr G Davis, Cllr Barker abstained.</li> </ul> <p><b>P99 4/16</b></p>		

	<ul style="list-style-type: none"> <li>• Ashes scattering area, from working group of 30<sup>th</sup>. March</li> </ul> <p>The list from the working group of 30/3/16 was circulated, with comments added from ICCM. It was agreed to proceed, clerk to get designs and costs for a shelter.</p>		
14.	<p><b>MARKET SQUARE</b></p> <ul style="list-style-type: none"> <li>• Matters arising from meeting with Warwickshire Police</li> </ul> <p>It was agreed to set up a working group with Michelle Maguire (Warks Police).</p> <ul style="list-style-type: none"> <li>• Aviva Cycle Race, assistance from ATC</li> </ul> <p>Request from NWBC to use ATC licence for event, it was resolved that the ATC licence could be used. Proposed Cllr Jarvis, seconded Cllr Freer.</p> <p>The clerk reported that the Friend of the Square event, scheduled for the night before the cycle race was now cancelled.</p> <p>It was resolved that the play areas at St Mary's Road and Westwood Road could be used by NWBC for parking on cycle race day. Proposed Cllr Barker, seconded Cllr Freer. Subject to the conditions that NWBC would provide marshals for the areas and they would not be used if it was very wet on the day.</p> <p>Cllr Freer said that some of the stalls should be available for use in the town, for people who may only want to use one. It was resolved to use the corridor at the Arcade to store a minimum of 5 stalls. Locks to be changed where appropriate to prevent any access to the area now tenants had been provided with downstairs toilet and kitchen facilities. Proposed Cllr Freer, seconded Cllr Wright.</p> <p>The clerk reported that Hinckley &amp; Bosworth Borough Council had requested to hire the star canopy away from square for a food and drink festival from 18<sup>th</sup>. to 30<sup>th</sup>. May inclusive, it was resolved that they must cover insurance, repair any damage, and provide security and that the charge would be 30% less than the equivalent commercial cost. Proposed Cllr M Davis, seconded Cllr Freer.</p> <p>The clerk reported that the current contractor had asked about the hire of the star canopy for private use, it was agreed that the conditions would be as above.</p> <p>Application to use square 8<sup>th</sup>. June, Anker Morrismen, it was agreed to approve this request, copy of insurance had been provided, but it must be stressed that if any waste was left on the Square it must be cleaned up. Proposed Cllr Jarvis, seconded Cllr Barnard.</p>		
15.	<p><b>ARCADE SHOPS</b></p> <p>E-mail from unit 5, replacement of electric lights, it was resolved that the Council was responsible up to and including the distribution box, after that it was the tenants own responsibility. Proposed Cllr Jarvis, seconded Cllr Barker.</p>		
16 .	<p><b>ALLOTMENT MATTERS</b></p> <p>The clerk reported that the condition of the first road way at Gypsy Lane was quite poor and was now intended to be used for large vehicles to access the cemetery. It was agreed to contact County</p> <p><b>P100 4/16</b></p>		

	Highways to see if any road scalping would be available.		
17.	<p><b>LOCAL COUNCIL AWARD SCHEME</b></p> <p>The clerk asked that now the Foundation level had been achieved did the Council wish to proceed on to the next level, (Quality), he said this could require some extra hours being worked. It was resolved to proceed, proposed Cllr Jarvis, seconded G Davis.</p>		
18.	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>Recommendations from meeting with consultant;</p> <ol style="list-style-type: none"> <li>1. Create Steering Group (10 to 15 people, 50% Cllrs). Hold open meeting to attract volunteers (consultant will attend)</li> <li>2. Apply for funding, must carry out costing exercise.</li> <li>3. Adopt, in principle, the 6 stage plan presented by the consultant. (copy circulated).</li> </ol> <p>The clerk said that this would require the following in some combination:- volunteers/extra hours/extra staff.</p> <p>It was resolved to approve the recommendations, with a working group being organised as soon as possible and an open public meeting being the first priority. Proposed Cllr Wright, seconded Cllr Bishop.</p>		
19.	<p><b>ATHERSTONE SURGERY PARKING ISSUES</b></p> <p>Meeting took place with Dr Mullik, 6<sup>th</sup>. April, nothing further to report, to be included in future agendas.</p>		
20.	<p><b>CHRISTMAS LIGHTS</b></p> <p>The clerk reported that 2 more crossings should be erected this year, and asked if any new lights were wanted, it was agreed that icicle strings/motifs would go on the crossings but costs were wanted for new lights on the trees in front of St Mary's Church. Distribution box also to be checked.</p>		
21.	<p><b>PLAY AREAS/OPEN SPACES</b></p> <p>Waiting for Hags to visit Westwood Road for zip-wire repair, this may be an issue from the initial installation.</p> <p>Slope to canal bridge CRT still investigating.</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) 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.</b></p> <p><b>Proposed Cllr Wright, seconded Cllr G Davis.</b></p> <p><b>P101 4/16</b></p>		

<p><b>22.</b></p>	<p><b>QUOTATIONS RECEIVED</b></p> <p>The clerk presented a quote for additional tree work not covered in original survey, it was resolved to offer the Eaton family to replace the dead tree as requested. Work to be carried out by the contractor at a cost of £305 plus VAT. Proposed Cllr Jarvis, seconded Cllr Wright, payment to be made before order is placed, family to confirm and pay for the replacement by 12<sup>th</sup>. May.</p> <p>It was agreed only cut off the dead tree near the cemetery tap, not to reduce the row of conifers, and to obtain quotations to remove completely the 2 trees at Merevale.</p> <p>Cllr Freer asked that the clerk report back to the Council with a cost to plant a thorn hedge in front of the bottom row of conifers in the cemetery.</p> <p>The report from a site visit by Cllr Freer &amp; deputy clerk to Westwood Road was circulated, it was agreed to obtain alternative quotes and to query the status of the trees in item 1.</p>		
<p><b>23.</b></p>	<p><b>CCTV MATTERS</b></p> <p>The clerk reported the current position of the Townwatch Radio scheme; ATC subsidises 10 radios 50%, 1 radio 100%, and 100% for 4 radios (ATC, Police 2, NWBC)</p> <p>Cllr Clews said that the meeting dates were never communicated to the Town Council representatives, clerk to contact organisers.</p> <p>Matters arising from Partnership meeting; Cllr M Davis said that NWBC had been asked to report if the change to LED street lighting had any effect on the cameras.</p> <p>Cllr Freer said that NWBC had been asked to clarify the procedures in place if the Townwatch Radio or a member of the public called in to report an incident taking place.</p>		
<p><b>The meeting closed at 9.05pm.</b></p>			

Signed ..... Chairman of Atherstone Town Council