

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 20 th . January 2016 7.05pm
IN ATTENDANCE	Town Councillors: Jarvis, Freer, Bishop, Gurney, Barnard, Wright, Barker, Dirveiks, Clews, Singh. Borough & County Cllrs: N Dirveiks. Police: PC Bell Public: Mrs Wrigley, C Evans, M Simpson (Witherley PC)
APOLOGIES	Councillors: G Davis, M Davis, Clark, J John, L John. Borough & County Cllrs: D Clews
CHAIRMAN	Cllr Jarvis
CLERK	Mr Graham Day

Item		Actions	Notes
1.	APOLOGIES It was resolved to accept the apologies. Proposed Cllr Barker, seconded Cllr Wright.		
2.	PUBLIC SESSION Mrs Wrigley raised 4 issues relating to the town; 1/ uneven slabs in walking areas. 2/ parking on footpaths Erdington Road. 3/ Post Office closure. 4/ street lights in Princess Road. County Cllr Dirveiks said that a program would be starting soon to refurbish pathways, and that he had visited people in Princess Road. Cllr Wright said that the Post Office were in negotiations regarding a new site. Mr Simpson said that fully agreed with a letter sent to Highways England regarding the need for an island at Woodford Lane/Drayton Lane. County Cllr Dirveiks said he was involved in an A5 partnership meeting and was due to attend in the near future. PC Bell said that he had attended a traffic incident recently, at Woodford Lane, and supported the idea of an island. Cllr Jarvis asked if there were minutes available for the partnership meeting, Cllr Dirveiks will investigate. Mrs Evans said that the public houses on the Market Square, wanted to promote a café culture, and were applying for a tourism grant to provide tables and chairs for use on the Square. She asked about grants from the Town Council, and also about the availability of the Square on St Georges Day. The clerk replied that there was a provisional booking which was not confirmed as the booking form had not been returned. Mrs Evans to obtain grant application and booking forms from the Town Council offices. P68 1/16		

3.	<p>DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY.</p> <p>It was agreed that these would be taken as and when.</p>		
4.	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</p> <p>PC Bell reported that cars parked illegally in Market Street were being ticketed, and confirmed that road markings on cobbled areas were enforceable.</p> <p>The Council confirmed that they supported existing traffic regulation orders.</p> <p>PC Bell said that if Market Street should be closed for market day there should be a sign at the start of the road or a barrier used.</p> <p>Cllr Jarvis said that there was a danger to pedestrians at the lower end of the street.</p> <p>Cllr Freer said that there was a historic study of parking in the town, conducted by the Town Council, NWBC, Chamber of Trade and the Police. One of the conclusions was that parking in Market Street was not a problem.</p> <p>Cllr Gurney said that there was a problem in South Street/Woolpack Way with vehicles being parked on the footpath.</p> <p>PC Bell said that there had been some incidents, on New Years Day, at the hunt meeting, Cllr Wright commended the police for their actions on the day. Cllr Freer stated that the Hunt had permission to meet but the protestors did not.</p> <p>PC Bell said that the police surgeries were not being attended and would be reviewed after the next one. Cllr Clews said that it should be advertised so people realised they should “use it or lose it”</p> <p>PC Bell to send in a notice.</p>		
5.	<p>TO RECEIVE THE MINUTES OF TOWN COUNCIL MEETING OF 16th. DECEMBER 2016.</p> <p>It was resolved to approve the minutes. Proposed Cllr Bishop, seconded Cllr Clews.</p>		
6.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 16th. DECEMBER 2016.</p> <p>The clerk reported that:</p> <p>P64. Tree report now received.</p> <p>P65. Merevale Estates contacted about allotment complaint, they say management of the site is the responsibility of the tenant.</p> <p>P65. Ashes scattering, Heart of England would not meet the Council for legal reasons, but will answer a list of general questions about their procedure. Cllr Freer said that he and Borough Cllr Clews had visited should visit the Heart of England Crematorium, Nuneaton, and had a guided tour of the facility, arrangements could be made to visit with new Cllrs.</p> <p>P66. County Highways will look at Market Square parking bays, but not until all existing traffic orders have been reviewed.</p> <p>P66. HBBC asking for notices to display on Market Square lamp posts asking for no parking on market days. It was resolved to display polite notices asking people to co-operate. Proposed Cllr Singh, seconded Cllr Gurney.</p> <p>P69 1/16</p>		

	P66. No reply received from Red Lion.		
7.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>Revised list presented with cheque number 107297 for ratification and amended amount on cheque 107298, additional cheques 107328 & 9, cheques 107298 to 107329 for approval and signing.</p> <p>Cllr Singh declared an interest in cheque 107329.</p> <p>It was resolved to approve the list.</p> <p>Proposed Cllr Barker, seconded Cllr Wright.</p> <p><i>List of cheques over £500.</i></p> <p><i>Salaries £2573.70</i></p> <p><i>Pensions £946.33</i></p> <p><i>NWBC £7231.75</i></p> <p><i>Quadrant £1792.20</i></p> <p><i>NWBC £6297.37</i></p> <p><i>Whitehall Landscapes £31874.75</i></p> <p><i>Servicom £793.80</i></p>		
8.	<p>CORRESPONDENCE RECEIVED</p> <p>1/ Report from internal auditor, second quarter, all actions carried out.</p> <p>2/ Precept requirement for 2016/17, from NWBC.</p> <p>3/ Post Office closure, statement from Post Office.</p> <p>E13. Reply from Highways England, Mancetter island/Woodford Lane.</p> <p>E36. Posters for Arcade Consultation, it was agreed to display posters in the Arcade.</p> <p>E52. Muddy slope at Westwood Road play area at junction with canal towpath. Cllr Clews said that it was very slippery especially around the dog bin. It was resolved to write to the Canal & River Trust. Proposed Cllr Singh, seconded Cllr Wright.</p> <p>E57. Complaint Atherstone Hunt, to be forwarded to police.</p> <p>E62. Meadow Street Gardens request for meeting. Deferred to Town Cllrs Reports.</p> <p>E80. Atherstone Visitor Audits, any volunteers. Cllr Freer offered to be involved, this was agreed.</p> <p>E90. Cllr Jarvis said there was an area of damaged grass at the side of the path through Westwood Road, it was resolved to fit some of the wear matting as under some of the equipment. Proposed Cllr Barker, seconded Cllr Wright.</p> <p>E46. Cllr Wright commented that the annual meeting between NWBC and Parish/Town Councils was due Thursday 28th. January at Newton Regis.</p> <p>E89. Market Stalls, it was agreed to investigate storing 2 stalls locally, for individual requests.</p>		
9.	<p>PLANNING MATTERS</p> <p>Cllr Jarvis and Cllr Dirveiks declared an interest and abstained from voting on all applications.</p> <p>a/ Planning Lists, 49, 50, 51.</p> <p>b/ Consultations</p> <p>PAP/2015/0680, Atherstone College, Ratcliffe Road – outline, change of use to residential including conversion of existing building and erection of new block. It was resolved that there was no objection to this application, but that a section 106 be raised to support increasing</p> <p>P70 1/16</p>		

the parking at the neighbouring doctor's surgery. Proposed Cllr Wright, seconded Cllr Barker.

PAP/2015/0767, QE Upper School, Long Street – works to trees in conservation area. It was resolved that there was no objection to this application if it was outside of the nesting season. Proposed Cllr Singh, seconded Cllr Barker.

Cllr Clews declared an interest in the following 2 applications.

PAP/2015/0168, Britannia Works, Coleshill Road – Listed building consent for 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 Freer, seconded Cllr Singh.

PAP/2015/0222, Barge & Bridge, Coleshill Road – amended plans. It was resolved to object to this application, due to over-intensification causing highway safety issues from parking in adjoining roads. Proposed Cllr Wright, seconded Cllr Freer.

PAP/2016/0006, Grendon Lodge, Long Street – works to trees in conservation area. It was resolved that there was no objection to this application if it was outside of the nesting season. Proposed Cllr Singh, seconded Cllr Barker.

Dolphin Inn, change of address to Flats 1, 2, 3, 4, Dolphin Yard, 162 Long Street, Atherstone. Approval now received.

Cllr Gurney declared an interest in the following application.

PAP/2016/0012, 7 Oakfield Gardens, CV9 1SA – outline application for erection of 2 dwellings – to rear of 69 South Street and 7 Oakfield Gardens, access from Oakfield Gardens. It was resolved that there was no objection to this application if acceptable to the neighbours. Proposed Cllr Wright, seconded Cllr Singh.

PAP/2013/0564, Denham House, CV9 1AX – conversion into 6 no: 1 bed apartments, amended plans.

PAP/2013/0565 – listed building consent for above. It was resolved to object to these applications due to lack of amenity and parking space. Proposed Cllr Freer, seconded Cllr Wright.

PAP/2015/0689, White Lion Inn, Station Street, CV9 1DB – Single Storey extension to rear to form new toilet, new bin store, fencing to flat roof and refurbishment of smoking, amended plans. It was resolved that there was no objection to this application if acceptable to the neighbours. Proposed Cllr Wright, seconded Cllr Singh.

c) Decisions

PAP/2015/0678, Greggs Long Street – advertisement consent

PAP/2015/0677, Greggs Long Street – repaint shop front, granted.

PAP/2015/0690, The Clock, Long Street – external alterations, granted.

d) Conservation Areas and Listed Buildings

None at time of compilation

e) Other

Letter from Civic Society, objection to PAP/2015/0752, Land adjacent to 45 Station Street.

f) Licensing Matters

TEN, Conservative Club, 23/1/2016.

<p>10.</p>	<p>REPORTS</p> <ul style="list-style-type: none"> The financial reports for December and to the end of the Third Quarter were circulated (for information only), now to be forwarded to the internal auditor. Cllr to visit to check bank reconciliations and statements. It was agreed that Cllr Gurney should carry out the checks. Clerk's Report <p>The clerk reported that the fencing behind the new ashes scattering area needed some repair, quotes were being sourced for quick repair. Budget setting, it was agreed to hold a working group on Tuesday 26th. January 7.00pm, and an EGM on Wednesday 3rd. February 7.00pm. Clerk to circulate draft budget sheet ready for working group. Grave digging, the clerk reported that a termination notice had been received from the existing contractor, alternative quotes being sought. Several possible contractors found.</p> <p>The clerk reported that quotes for grounds maintenance at the cemetery and play areas to be should now be sought.</p> <p>All Borough Cllrs declared an interest and refrained from any voting. It was resolved to extend the contract with NWBC for grass cutting, litter collection and equipment inspection, at both play areas, proposed Cllr Bishop, seconded Cllr Freer.</p> <ul style="list-style-type: none"> Town Cllrs Reports <p>Cllr Barker said that he had sent in a report on the local rail franchise, and would be providing a copy of a magazine article for the clerk to circulate. Cllr Barker left the meeting.</p> <p>Cllr Wright said that OSCA were waiting for a decision, from NWBC Planning, regarding the demolition of the old boiler room, as requested by the Town Council.</p> <p>Cllr Singh said that Findabiz were launching on Wednesday 27th. January at 6.00pm, at the Red Lion.</p> <p>Cllr Bishop said that OSCA would like to be involved in the discussions about the Meadow Street open space, Cllr Dirveiks said that the area was given to the town as an open space, but it does get wet and overgrown. It was agreed to hold an initial discussion with NWBC on Friday 29th. January at 11.00am, with the intention to follow up with a public consultation, including a meeting held at OSCA.</p>																		
<p>11.</p>	<p>CEMETERY MATTERS</p> <ul style="list-style-type: none"> Memorial Applications <table border="0"> <tr> <td>B241 Janet Hamer</td> <td>headstone</td> </tr> <tr> <td>E418 Edna May Boulstridge</td> <td>replacement kerbs</td> </tr> <tr> <td>A100 Constance Mary Hilton</td> <td>additional inscription</td> </tr> <tr> <td>E625 Stokes and Wood Family</td> <td>kerbs to existing memorial</td> </tr> <tr> <td>A288 Lorna Stafford</td> <td>headstone</td> </tr> </table> <ul style="list-style-type: none"> Recent Burials <table border="0"> <tr> <td>Leslie Martin</td> <td>A396 re open for ashes</td> </tr> <tr> <td>Edward Ambrose Dean</td> <td>E291 Re open to single depth</td> </tr> <tr> <td>Derek Henry Chilton</td> <td>E1483 re open for ashes</td> </tr> </table> <ul style="list-style-type: none"> Ashes scattering area & procedure <p>The clerk reported that the Heart of England Crematorium was willing to answer a list of general questions about their procedures.</p> <p>P72 1/16</p>	B241 Janet Hamer	headstone	E418 Edna May Boulstridge	replacement kerbs	A100 Constance Mary Hilton	additional inscription	E625 Stokes and Wood Family	kerbs to existing memorial	A288 Lorna Stafford	headstone	Leslie Martin	A396 re open for ashes	Edward Ambrose Dean	E291 Re open to single depth	Derek Henry Chilton	E1483 re open for ashes		
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	<p>It had been determined from ICCM that a separate list of scatterings had to be maintained and should not be included in the burials registers.</p> <p>It was agreed that plaques should be supplied and fitted by the Council, cost to be determined.</p> <p>It was resolved that a visit for Cllrs should be arranged to view the Heart of England Crematorium in Nuneaton. (Wednesday or Thursday preferred) Proposed Cllr Freer, seconded Cllr Gurney.</p>		
12.	<p>MARKET SQUARE</p> <p>Covered in other agenda items.</p>		
13.	<p>ARCADE SHOPS</p> <p>The clerk reported that repairs had been carried out to rear doors, one of the glass panels needs replacing.</p> <p>Cllr Jarvis reported that fire equipment was being covered up by one of the tenants, outside the unit. Clerk to write to tenant.</p>		
14.	<p>ALLOTMENT MATTERS</p> <p>Some complaints received about the condition of the Gypsy Lane roadways, clerks to meet with project manager and ashes scattering contractor.</p> <p>Request for allotment plot to carry out dog training. It was resolved to allow this request, but it would be only for the use of the tenant, part of the plot should be cultivated, and it would be included in the tenancy agreement that permission would be withdrawn if a nuisance was caused. Proposed Cllr Freer, seconded Cllr Wright.</p>		
15.	<p>HONORARY CITIZEN CRITERIA</p> <p>Revised form presented for discussion;</p> <p>It was agreed that the qualifying period be 5 years and that voluntary work in the town be included. The stipulation of not having been a member of a local authority for 5 years was agreed.</p> <p>Revised form to be circulated.</p>		
16.	<p>ARCADE CONSULTATIONS</p> <p>The clerk reported that some replies from the tenants consultation had been received, they now needed to be collated and put into a report.</p> <p>The clerk reported that the consultation about community use had been issued, and a number of replies already received.</p> <p>It was re-confirmed that the facility would have DDA access.</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) 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 Singh, seconded Cllr Barnard.</p> <p>P73 1/16</p>		

10.	<p>REPORTS</p> <p>Clerk's Report. (cont).</p> <p>Invite to Town Council representatives to a meeting with NWBC Community Development on 3rd. February. It was agreed to attend the meeting, clerk to circulate details.</p> <p>The clerk reported that there was a grave ownership issue, dating back many years, it was agreed that a working group be held, when investigations were complete, Borough Cllr Clews invited to attend.</p>		
17.	<p>FLORAL DISPLAYS 2016</p> <p>It was resolved to extend the current contract and carry on with the existing arrangements, proposed Cllr Freer, seconded Cllr Wright. Cllr Barnard asked that a letter be sent to the police asking them to help prevent damage on Ball Game day.</p>		
18.	<p>CCTV MATTERS</p> <p>It was agreed to arrange for alternative camera suppliers to carry out presentations regarding future replacements.</p> <p>It was agreed to arrange a visit for Cllrs to view the facilities at Rugby. The clerk reported that the Airwaves licence would shortly be due for renewal, it was confirmed that the Council would pay the full amount as resolved at the meeting of December 2014.</p> <p>Cllr Clews & Singh said that they were not receiving any information about Townwatch meetings, clerk to contact Townwatch.</p> <p>It was agreed to ask at the next Partnership meeting that Townwatch be invited to the meetings.</p>		
19.	<p>QUOTATIONS RECEIVED</p> <p>The clerk presented a budget cost for a new digital Arcade clock. It was agreed to obtain a price for a straight replacement for the existing one.</p> <p>The clerk reported that the Arcade refurbishment quotes had not yet all been received.</p>		
The meeting closed at 9.53pm.			

Signed Chairman of Atherstone Town Council