

ATHERSTONE TOWN COUNCIL

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DOCUMENT	<b>MINUTES OF THE TOWN COUNCIL MEETING</b>
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 20 <sup>th</sup> . July 2016 7.00pm
IN ATTENDANCE	Town Councillors: Singh, Gurney, Jarvis, Barker, G Davis, M Davis, Clews, L John Public: Mrs Wrigley, Mr M Wood, Mrs P Henney, Mrs D Laud, Jack Riggall, David Graham.
APOLOGIES	Councillors: Bishop, Barnard, Wright, Freer, Clark, J John, Dirveiks Borough Cllr: Clews, Dirveiks
CHAIRMAN	Cllr Jarvis.
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	<b>APOLOGIES</b> It was resolved to accept the apologies. Proposed Cllr Barker, seconded Cllr 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> Mrs Wrigley enquired if there was any update regarding the post office. She reported that an elderly resident had had to go to Nuneaton on the bus to send a special delivery item. It was agreed to ask Steve Maxey at NWBC for an update. Mrs Wrigley also said that a lady from Friary Road ( who lives opposite the garage / shop) was having problems as the gulley at the junction of Carlyon Road and Ratcliffe Road is loose and causing a noise problem when the lorries drive over it at all times of the day and night. The lights at the shop/garage also go on and off at all times. It was agreed to ask WCC about the gulley and to ask NWBC planning about the lighting issues. Mr Wood made a complaint about the standard of work at the cemetery. Mr Wood asked how much the work cost and the clerk reported the last cheque issued @£600 a week. It was reported that one of the staff was not wearing safety goggle etc when using the equipment and the clerk agreed to feed that back to the contractor. Mrs Henney commented that the cemetery in general was in a very poor state with weeds growing around the benches and other areas. It was noted that this was not part of the grass cutting contractor's work. Cllr Jarvis clarified that, contrary to reports, the bins in the cemetery were emptied every Tuesday morning and that every Monday the two		
	<b>P14 7/16</b>		

	<p>wheelie bins at the bottom tap are brought up and emptied into the large bins ready for the next day collection. The large bins are positioned so that everyone visiting the cemetery has to walk past them as they leave.</p> <p>It was agreed that the grass cutting work would continue to be monitored.</p> <p>Mr Wood reported that the Wilson and Stafford Factory had dangerous vegetation growing out of the brick joints. It was agreed to report the matter to Jeff Brown at NWBC Planning.</p> <p>A further comment was made about the parking on Coleshill Road. Cllr Jarvis said this issue frequently came up at the local Area Forum meetings and anyone concerned should report the matter to the police. Cllr Jarvis explained that until parking in Atherstone became decriminalised the police can still take action against people causing an obstruction. Cllr M Davis said that decriminalisation would come at some point but that there was no timescale to confirm.</p> <p>Mr Wood made a final point regarding the rubbish in Long Street with the Kebab shop being the worst culprit. It was agreed to report it again to Steven Whiles of NWBC Environmental Health.</p> <p>It was resolved to bring item 13 Market Square forward on the agenda.</p> <p>Proposed Cllr Jarvis seconded Cllr Clews</p>		
<p><b>13.</b></p>	<p><b>MARKET SQUARE</b></p> <ul style="list-style-type: none"> <li>• Application to use square on Sunday 1<sup>st</sup>. January 2017 by J Riggall, Atherstone Wildlife and Vegan Fair.</li> </ul> <p>Jack Riggall was in attendance and explained the event. Having established that the Town Council contractor was not available to erect and dismantle the stalls on New Year's Day Mr Riggall confirmed that he had found a supplier who could provide stalls instead. Mr Riggall was asked to obtain proof of Public Liability Insurance from the stall contractor. It was noted that expected numbers were @4-500 people promoted with press releases. It would be marshalled by the group themselves and the focus would be on family friendly activities. No electric would be required. Although there was no road closures planned the police would still need to be informed by the organisers.</p> <p>It was resolved that subject to the additional information being provided the exclusive use of the Market Square on Sunday 1<sup>st</sup> January 2017 from 10am to 3pm be approved for the Wildlife and Vegan Fair.</p> <p>Proposed Cllr Jarvis seconded Cllr Singh</p> <ul style="list-style-type: none"> <li>• Application to use square on Monday 2<sup>nd</sup>. January 2017 by Atherstone Hunt.</li> </ul> <p>As the Hunt do not meet on Sundays they had requested use of the Square on Monday 2<sup>nd</sup> January 2017.</p> <p>It was resolved to approve the request subject to any additional paperwork being supplied.</p> <p>Proposed Cllr Singh seconded Cllr Jarvis</p>		
	<p><b>P15 7/16</b></p>		

	<p>Market Square Benches: it was agreed the clerk would obtain prices for refurbishing the benches as well as finding out whether Community Payback could be used.</p> <p>The clerk was asked to contact the Friends of the Square and ask them to take down the bunting which was now looking a bit untidy. It was resolved to return to Item 4 on the agenda.</p> <p>Proposed Cllr Jarvis seconded Cllr Clews.</p>		
4.	<p><b>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</b></p> <p>Cllr Jarvis reported that there was grass growing out of some of the drains in Atherstone. It was agreed that members would inform the clerk of the locations of the problem areas and then it would be reported to Jane Pritchard at WCC. At the same time it was agreed to send the two agencies responsible for the maintenance of the traffic islands a complaint about the grass cutting.</p>		
5.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 15<sup>th</sup> JUNE 2016.</b></p> <p>It was resolved to approve the minutes. Proposed Cllr Barker, seconded Cllr Jarvis.</p>		
6.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 15<sup>th</sup>. JUNE 2016</b></p> <p>P10, request for CCTV camera, at Terrace Road, not supported by police. Any camera has to be "justified" when erected and then annually. It was reported that the Welcome Street camera had been re-installed.</p> <p>A reply from Robert Beggs would be considered once he had liaised with the police about a location for the new camera.</p> <p>P12, 13 It was reported that the Annual Audit documents had been submitted and an acknowledgement received.</p>		
7.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b></p> <p>A revised list was circulated of cheques 107596 to 107629. The following cheques were voided due to repetition 107606, 107617, 107627. An additional cheque 107629 had been added to the original list.</p> <p>Cllr Jarvis declared an interest in cheque number 107616.</p> <p>It was resolved to approve the revised list of cheques excluding 107599 and 107600 pending a discussion later in private and confidential. Proposed Cllr Singh, seconded Cllr G Davis.</p> <p><i>List of cheques over £500.</i></p> <p><i>Salaries £3154.62</i></p> <p><i>Pensions £1125.15</i></p> <p><i>JTH Concerts £1200.00</i></p> <p><i>Servicom £721.80</i></p> <p><i>NWBC £7231.75</i></p> <p><i>B Lowrie £500.00</i></p> <p><i>AMS £2418.00</i></p>		
8.	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>1/ Warks County Council, consultation, Statement of Community Involvement. It was agreed individual councillors would reply if they wished.</p> <p><b>P16 7/16</b></p>		

	<p>2, 3/ HSBC, notice of branch closure. It was reported that approaches had been made to both Lloyds and Barclays to move the accounts. It was noted that Lloyds would make a charge of 65p per cheque in or out. It was resolved to arrange a meeting with Barclays to pursue the matter further. Proposed Cllr Singh seconded Cllr M Davis.</p> <p>5/ Atherstone Hunt, application to use Market Square, see item 13.</p> <p>E4/ Zip Wire: It was agreed to inform Hags that the Council considered the zip wire was not fit for purpose and the two failures of the equipment were depriving a piece of equipment at a crucial holiday time.</p> <p>E28/ Atherstone Cemetery Complaint: it was agreed to acknowledge the complaint and report the work was being monitored.</p> <p>E33/ CCTV: It was agreed to reply that there is no power in the cemetery but it was not felt necessary or appropriate to have CCTV in the Cemetery.</p> <p>E40 and E73/ Barnsley Close overgrown hedge. It was agreed the clerk could arrange within a £750 budget to address the resident's complaints about overhanging hedges from the play area, in addition to cutting back the long brambles in the play area.</p> <p>E50/ Freedom of Information request; it was agreed to reply with the funding amounts given by the Town Council to support the recent Queens Birthday Celebrations.</p> <p>E107/ Cemetery Signage; It was agreed that no change required to the statutory signage at the entrance to the cemetery.</p>		
<p><b>9.</b></p>	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Lists</b> – 24, 25, 26, 27.</p> <p>b) <b>Consultations</b></p> <p>PAP/2016/0363, Unit 1A Taverner's Lane, Westwood Road, CV9 2BA – change of use of the yard and buildings from class, storage &amp; distribution to class sui generis, to run a small scale dog rescue and rehabilitation centre housing only a maximum of 8 dogs. Closing date 12/7/2016, extension applied for.</p> <p>It was resolved to object to this application highlighting 1) the proximity to a children's play area referred to in the application letter as "green common area/park" 2) on - going drainage and flooding issues at the neighbouring property, which are currently being investigated by WCC and Severn Trent, 3) reports that the business is already in operation.</p> <p>The Clerk was asked to forward the objection to Borough Councillor Dirveiks to request it be called into the Planning Board for determination.</p> <p>Proposed Cllr G Davis Seconded Cllr Barker</p> <p>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 ffrom Oakfield Gardens. Closing date 11/7/2016 extension applied for.</p> <p>Cllr Gurney declared an interest as a neighbour.</p> <p>It was resolved to accept the application but to note concerns about</p> <p><b>P17 7/16</b></p>		

	<p>the vehicle access on the existing proposal. Proposed Cllr M Davis seconded Cllr Barker</p> <p>PAP/2016/0388, St Marys House, Friars Gate, CV9 1EY – retrospective application for listed building consent for installation of new boiler. Closing date 26/7/2016. No comment.</p> <p>PAP/2016/0378, White Wings, Witherley Road, CV9 1LY – works to trees in conservation area. Closing date 27/7/2016. It was resolved that there was no objection if acceptable to the neighbours. Proposed Cllr Barker seconded Cllr G Davis</p> <p>PAP/2016/0282, 93-95 Long Street, CV9 1BB – listed building consent to reinstate the original appearance of the front elevation. Closing date 27/7/2016. It was resolved that there was no objection. Proposed Cllr Barker seconded Cllr G Davis</p> <p><b>c) Decisions</b> PAP/2016/0042, 35 Church Walk, CV9 1AJ – granted. PAP/2016/0223, White Wings, Witherley Road, extension &amp; fencing – granted. PAP/2016/0258, Unit 18, Brindley Close, CV9 2GA – granted.</p> <p>PAP/2015/0680, Atherstone College, Ratcliffe Road, CV9 1LF – outline planning permission granted. PAP/2016/0273, ALDI Foodstore Ltd, Holly Lane, CV9 2SQ, erection of gatehouse – granted. PAP/2016/0271, 73 Church Walk, CV9 1PS – granted.</p> <p><b>d) Conservation Areas and Listed Buildings</b> None</p> <p><b>e) Other</b> NWBC, notice of street numbers, 58 &amp; 60 Grove Road, Atherstone, CV9 1DP. Warks County Highways, notice of road closure, Lister Road.</p> <p><b>f) Licensing Matters</b> None</p>		
10.	<p><b>REPORTS</b></p> <ul style="list-style-type: none"> <li>• The financial reports for June and the First Quarter (for information only), were circulated and noted.</li> <li>• Clerk’s Report</li> </ul> <p>Car Show Funding: The additional paperwork required from the Car Show funding application had now been received.</p> <p><b>P18 7/16</b></p>		

	<p>It was resolved to award a donation of £750 to the 2016 Car Show. Proposed Cllr Jarvis seconded Cllr Clews.</p> <p>Allotment Entrance Fence: an email had been received from a resident at No 1 Penny H'Penny Court asking who is responsible for maintaining the fencing. It was agreed to ask Merevale Estates.</p> <p>Cemetery War Memorial: it was noted that the War Memorial had now been added to the List of Buildings of Special Architectural Interest Grade II. The clerk was asked to investigate potential funding for which this may now qualify.</p> <ul style="list-style-type: none"> <li>• Town Councillor's Reports</li> </ul> <p>Cllr G Davis reported that further to a recent PPG meeting at the surgery new members were being sought (have to be patients at the surgery). It was agreed also to liaise with the Practice Manager Karen Clarke to arrange an evening meeting with the Town Council at the Surgery to discuss parking.</p> <p>Cllr Clews reported he had attended the Badgers Road Race Meeting and they are hoping for @600 runners this year. They are very well organised with 60 stewards already confirmed.</p>																																
11.	<p><b>CEMETERY MATTERS</b></p> <ul style="list-style-type: none"> <li>• <b>Memorial Applications</b></li> </ul> <table border="0"> <tr> <td>Baby Grave</td> <td>Jamie Crowley</td> <td>headstone</td> </tr> <tr> <td>E230</td> <td>George and Ena Rowntree</td> <td>headstone</td> </tr> <tr> <td>B240</td> <td>Susan Joy Everitt</td> <td>headstone</td> </tr> <tr> <td>A258</td> <td>Brian John Eaves</td> <td>inscription</td> </tr> <tr> <td>A469</td> <td>David Roy Mottram</td> <td>headstone</td> </tr> <tr> <td>B170</td> <td>Paul Harvey</td> <td>headstone and Kerbs</td> </tr> <tr> <td>E71</td> <td>Arthur Roy Johnson</td> <td>wedge</td> </tr> <tr> <td>E842</td> <td>Sylvia Joy Clark</td> <td>inscription</td> </tr> </table> <ul style="list-style-type: none"> <li>• <b>b) Recent Burials in Atherstone Cemetery</b></li> </ul> <table border="0"> <tr> <td>Ruth Deeming</td> <td>E475 Re open for ashes</td> </tr> <tr> <td>Bryn Lewis</td> <td>B60 Re open to double depth</td> </tr> <tr> <td>Kathleen Mary Gudger</td> <td>A379 Re open for ashes</td> </tr> </table> <ul style="list-style-type: none"> <li>• Cemetery Complaints</li> </ul> <p>In addition to the complaints received earlier in the meeting a number of complaints had been received between the 15<sup>th</sup> June and 23<sup>rd</sup> June. This was following the week the contractors were unable to carry out their weekly cut in advance of Father's Day due to the wet weather. Complaints were noted from: Lesley Moore, Mark Wood, Mrs Shilton, Mrs Laud, Mrs Kenney, Catherine Parsons, Miss Northall, and Mrs Henney.</p>	Baby Grave	Jamie Crowley	headstone	E230	George and Ena Rowntree	headstone	B240	Susan Joy Everitt	headstone	A258	Brian John Eaves	inscription	A469	David Roy Mottram	headstone	B170	Paul Harvey	headstone and Kerbs	E71	Arthur Roy Johnson	wedge	E842	Sylvia Joy Clark	inscription	Ruth Deeming	E475 Re open for ashes	Bryn Lewis	B60 Re open to double depth	Kathleen Mary Gudger	A379 Re open for ashes		
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12.	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>Advice received from consultant had been circulated in advance of the meeting. It was agreed the clerks should draft up a plan for holding a public meeting with Dorothy Barrett requested to assist with a presentation. The outline to be brought to the next meeting.</p> <p><b>P19 7/16</b></p>																																

13.	<p><b>MARKET SQUARE</b> See earlier in the meeting after Agenda Item 3</p>		
14.	<p><b>PARKING AT ATHERSTONE SURGERY</b> This had been covered in Agenda Item 10 Councillor's Reports.</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, and employment matters) 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> <b>Proposed Cllr Singh, seconded Cllr Barker.</b></p>		
15.	<p><b>CCTV and TOWNWATCH RADIO</b> At the recent partnership meeting there had been a request from the Townwatch user group to have more prominent signage for Townwatch particularly on the gateway entrance signs such as "Townwatch operates in this Town" and stickers to go on the floral display troughs around the Town Centre. It was agreed the clerk could obtain some costings from the Printing Shed in Atherstone. The clerk was asked to contact WCC Highways about the damaged and dirty sign near Alder Mill.</p>		
16.	<p><b>EMPLOYMENT MATTERS</b> It was reported that the cleaner at the Arcade was on sick leave. Employment contracts had been checked and the Arcade caretaker had agreed to carry out the cleaning duties on a temporary basis. The council would be kept updated.</p>		
17.	<p><b>ARCADE SHOPS</b> It was reported that the painting was due to start on Saturday 30<sup>th</sup> July. The Clerk had held a meeting with Garner Canning Solicitors regarding leases and service charges. An advisory report was being put together for the next meeting. A summary of the Arcade income/ expenditure over the last 2 years was presented. Even with upstairs areas included in service charge calculations there is a surplus, on total costs for both periods.</p>		
18.	<p><b>QUOTATIONS RECEIVED</b></p> <ul style="list-style-type: none"> <li>• Arcade flat roof</li> </ul> <p>Three quotes had been received from Perrett Properties, Piper &amp; Meeks and MGM Roofing. If MGM included both roof levels the quote is to be accepted – if not ask them to include both and make sure other companies had quoted on the same basis so that they would be like for like. Proposed Cllr R Jarvis seconded Cllr L John</p> <ul style="list-style-type: none"> <li>• Replacement of CCTV camera, number 3.</li> </ul> <p>It was resolved to contact Quadrant directly to see if they could source a spare second hand dome. If not it was agreed to purchase the new one. Proposed Cllr Jarvis seconded Cllr L John.</p> <p><b>P20 7/16</b></p>		

	<ul style="list-style-type: none"> <li>• Nomad CCTV camera</li> </ul> <p>The quotation was agreed for a Nomad Multicam Hybrid. Further advice from the Police / Robert Beggs was awaited regarding the intended location.</p> <ul style="list-style-type: none"> <li>• Ashes shelter base</li> </ul> <p>It was resolved to accept the quotation from Piper and Meekes. Proposed Cllr Singh seconded Cllr Clews</p> <ul style="list-style-type: none"> <li>• Westwood Road drainage ditch</li> </ul> <p>This work will be scheduled in after the drainage issues at the adjoining property have been resolved. It was resolved to accept the quotation from Chris Belcher. Proposed Cllr Jarvis seconded Cllr Singh</p> <ul style="list-style-type: none"> <li>• Merevale allotment drainage and Merevale fencing</li> </ul> <p>It was resolved to accept the quotation from Piper and Meekes to do both jobs together. Proposed Cllr Clews seconded Cllr Singh.</p> <ul style="list-style-type: none"> <li>• Trees at Merevale</li> </ul> <p>It was resolved to accept the quotation provided by Merevale Estates. Proposed Cllr Barker seconded Cllr M Davis.</p> <ul style="list-style-type: none"> <li>• Cremation Rows of slabs.</li> </ul> <p>It was resolved to accept the quotation from Chris Belcher to lay two further rows of ashes slabs. Proposed Cllr Clews seconded Cllr Jarvis.</p> <ul style="list-style-type: none"> <li>• Ashes Scattering Areas weeding</li> </ul> <p>It was resolved to accept the one off fee to tidy both areas and then the ongoing monthly fee to keep them maintained as provided by Chris Belcher. Proposed Cllr Clews seconded Cllr Singh.</p>		
	<p><b>The meeting closed at 9.55pm.</b></p>		

Signed ..... Chairman of Atherstone Town Council