

## 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> Sept 2017 2017 7.00pm
IN ATTENDANCE	Town Councillors: Wright, L Dirveiks, Singh, Bishop, Freer, M Davis, G Davis Borough & County Cllrs: N Dirveiks Public: M Wrigley
APOLOGIES	Councillors: T Clews J John, L John, Jarvis Gurney, Clarke Borough Councillor D Clews County and Borough Councillor
CHAIRMAN	Cllr Barnard
CLERK	Mrs Odette Ghent

Item		Actions	Notes
1.	<b>APOLOGIES</b> It was resolved to accept the apologies. Proposed Cllr Singh, seconded Cllr Wright		
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>  Nothing to report from the public.  Cllr Barnard reported a quick response from David Baxendale at Streetscape removing residents rubbish from behind the shops on Long Street.		
4.	<b>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</b>  <b>Police</b> Nothing to report  <b>Borough or County Councillors</b> Nothing to report		
5.	<b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 16<sup>th</sup> August 2017.</b> It was resolved to approve the minutes, proposed Cllr Wright seconded Cllr Singh  <b>P45 09/17</b>		

6.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 16<sup>th</sup> August 2017.</b></p> <p>P35 Cllr Singh confirmed the Post Office will be located in the Freezer shop in the Market Square</p> <p>P41 Cllr Freer pointed out the petition received regarding clarification of Cemetery Reg 37 had not been included in the minutes. There was no discussion about this at August meeting as previous advice was not to discuss whilst the police investigation is being carried out.</p>														
7.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b></p> <p>An updated list was circulated at the meeting. Approval for all new cheques 108051 to 108074 inclusive. Ratification of cheques 108047-108050</p> <p><b>It was resolved to approve the updated list. Proposed Cllr Singh seconded by Cllr Wright</b></p> <p><b>List of cheques over £500</b></p> <table border="0"> <tr><td>C Belcher</td><td>£1,170.00</td></tr> <tr><td>Glendale</td><td>£3,336.00</td></tr> <tr><td>Smithy Farm</td><td>£3,213.10</td></tr> <tr><td>WCC</td><td>£1,056,38</td></tr> <tr><td>HMRC</td><td>£3,475.96</td></tr> <tr><td>Wages</td><td>£3,330.77</td></tr> </table>	C Belcher	£1,170.00	Glendale	£3,336.00	Smithy Farm	£3,213.10	WCC	£1,056,38	HMRC	£3,475.96	Wages	£3,330.77		
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8.	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>Cllr Freer reported the Yew Trees in the cemetery need cutting the clerk to arrange this.</p> <p><b>No other comments</b></p>														
9.	<p><b>PLANNING MATTERS</b></p> <p><b>Cllr Jarvis declared an interest.</b></p> <p>a) <b>Planning Lists – 32,33,34,35,36</b></p> <p>b) <b>Consultations:-</b></p> <p><b>Full Planning Application</b></p> <p><b>Application Ref: PAP/2017/0359</b></p> <p>Grendon Lodge, Long Street, Atherstone, CV9 1BA Conversion and alterations of coach house to form a new dwelling Closing Date 11.09.17 –extension requested</p> <p><b>P46 09/07</b></p>														

**It was resolved that there was no objection to this application if acceptable to the neighbours**

**Application Ref: PAP/2017/0360**

**Listed Building Consent**

Grendon Lodge, Long Street, Atherstone, CV9 1BA

Conversion and alterations of coach house to form a new dwelling

Closing Date 11.09.17 extension requested

**It was resolved that there was no objection to this application if acceptable to the neighbours**

**Application Ref: Pap/2017/0417**

Boat Yard, Slacks Avenue, Atherstone

Change of use from commercial boatyard premises to land and moorings for outdoor recreation, with erection of indoor classroom and one residential mooring.

Closing date 07.09.17 extension requested

**It was resolved that there was no objection**

**Application Ref: PAP/2017/0461**

24, Rose Hill, Atherstone, CV9 1PT

External insulation and render to existing house with porch extension

Closing Date 13.09.17 extension requested

**It was resolved that there was no objection to this application if acceptable to the neighbours**

**Application Ref: PAP/2017/0505**

Land adjacent to Orchard Cottages, South Street, Atherstone, CV9 1ED

Works to tree protected by a tree preservation order

Closing Date 04.10.17

**It was resolved that there was no objection**

**Application Ref: PAP/2017/0507**

11, Oakfield Gardens, Atherstone, CV9 1SA

Works to tree protected by tree preservation order

Closing Date 4.10.17

**It was resolved that there was no objection**

**P47 09/17**

**Application Ref: PAP/2017/0509**

9, Nursery Road, Atherstone, CV9 1PN

	<p>Single storey rear extension Closing date 04.10.17</p> <p><b>It was resolved that there was no objection to this application if acceptable to the neighbours</b></p> <p><b>c) Decisions</b></p> <p><b>Application Ref: PAP/2017/0315</b> 7, Mill Race View, Atherstone, CV9 3AR Retrospective application for erection of summer shed/cabin GRANTED</p> <p><b>Application Ref: PAP/2017/0087</b> Unit 7 Netherwood Industrial Estate Change of use to a fitness Centre REFUSED</p> <p><b>Application Ref: PAP/2017/0331</b> 112 (Barcode), Long Street, Atherstone, CV9 1AF Change of use from A4 (drinking establishment) to D2 (assembly and leisure - gym) Opening hours 24hrs Monday to Saturday and 6hrs on a Sunday GRANTED</p> <p><b>Application Ref: PAP/2017/0364</b> Dolphin Fish Bar Long St Atherstone CV9 1AU Conservation area consent for demolition of modern rear extension and rear outbuilding. Conservation area consent granted</p> <p><b>Application Ref: PAP/2017/0032</b> Erection of supported Living Facility and Conversion of Existing building into 16 supported living flats with associated Community Room. Rowan Centre GRANTED</p> <p><b>Application Ref: PAP/2017/0338</b> 12, Carlyon Road, Atherstone, CV9 1LQ <b>Description of Development:</b> Change of use from B2/B8 to sui generis and B1 for back office (mixed use). Sui generis to be corporate team building featuring escape rooms GRANTED</p> <p>OTHER</p> <p><b>PAP/2017/0398 email feedback from Tree Officer Streetnaming and Numbering 1-11 Westwood Court Surgery Planning – update</b> The clerk fedback the advice given from the solicitors and based on that clerk to conatct WCC re the covenant. Clerk to email councillors the surgery plans <b>P48 09/17</b></p>		
10.	<b>REPORTS</b>		

	<ul style="list-style-type: none"> <li>• <b>Financial reports</b> for August had been circulated.</li> </ul> <p>It was resolved to approve the reports. <b>Proposed Cllr Singh</b> <b>Seconded Cllr Wright</b></p> <ul style="list-style-type: none"> <li>• <b>Clerk’s Report</b></li> </ul> <p>There are two spare iPads as Cllrs L John and J John and Cllrs M Davis and G Davis are sharing an iPad. The clerk asked if the deputy clerk and herself could utilise the iPads as are often contacted out of hours and at home. It was resolved to allow this Proposed cllr G Davis, seconded Cllr Singh.</p> <p>The clerk reported that due to holiday and family illness they have been unable to do more hours this month.</p> <p><b>Town Councillor’s Reports</b></p> <p>Cllr L Dirveiks reported she attended a Fun Day on Sunday at Royal Meadow Drive where there was a theatre production, bouncy castle and representatives from neighbourhood watch and healthy eating.</p> <p>Cllr Bishop reported she and Cllr Wright attended the OSCA AGM</p>														
11.	<p><b>CEMETERY MATTERS</b></p> <p><b>b) Recent Burials in Atherstone Cemetery</b></p> <table border="0"> <tr> <td>Marguerita Priscilla Smith</td> <td>A346 – Reopen for ashes</td> </tr> <tr> <td>Edward Albert Earp</td> <td>A519 – New ash plot</td> </tr> <tr> <td>Doris Margaret Cheshire</td> <td>A211 - Re open for ashes</td> </tr> <tr> <td>Ada Russell</td> <td>E701 Re open to single depth</td> </tr> <tr> <td>John Miller</td> <td>E1073 Re open for ashes</td> </tr> <tr> <td>Margaret Ethel Chesters</td> <td>E1227 Re open to double depth</td> </tr> </table> <p><b>a) MEMORIAL APPLICATION</b></p> <p><b>None this month</b></p> <p><b>Ashes scattering area update</b> No further action this month, a decision needs to be made about the best location for the transfer of ashes to the ashes scatterer. The Clerk to enquire how similar small councils do this. The Ashes Shelter is in place with an option to have a partition in it for this purpose.</p> <p><b>P49 09/17</b> <b>Pest Control</b></p> <p>Pro kill have carried out 2 visits to deal with the rabbits in the</p>	Marguerita Priscilla Smith	A346 – Reopen for ashes	Edward Albert Earp	A519 – New ash plot	Doris Margaret Cheshire	A211 - Re open for ashes	Ada Russell	E701 Re open to single depth	John Miller	E1073 Re open for ashes	Margaret Ethel Chesters	E1227 Re open to double depth		
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	cemetery, but mentioned more visits will be needed than first anticipated		
<b>12.</b>	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>No further progress has been made, the clerk was asked to arrange a meeting inviting councillors, ex councillors, and local community leaders, with the view to setting up a steering group to lead the project.</p>		
<b>13.</b>	<p><b>ARCADE SHOPS</b></p> <p>A draft annual arcade report was presented to the council to go to NWBC it was resolved to accept this report, proposed by Cllr Wright, seconded by Cllr Singh. Cllrs Bishop, L Dirveiks, Freer abstained from the vote.</p> <p>Cllr Bishop reported there had been two arcade working group meetings, but another meeting was needed before they could report back to the council.</p> <p>Cllr Bishop asked about the publication of the 'public consultation report' this has not been done yet, the clerk to upload to website.</p>		
<b>14.</b>	<p><b>MARKET SQUARE</b></p> <p>Cllr Singh reported an Oil leak from the Tuesday market trader opposite the Market Tavern, the clerk has already informed Hinckley markets.</p> <p>Cllr Singh asked if there was to be another meeting with the police and the hunt prior to the 2018 event, as we need some guarantee that there will be a police presence, Clerk to organise a meeting early November, proposed Cllr Wright, seconded Cllr Singh. Cllr Bishop abstained from the vote.</p>		
<b>15.</b>	<p><b>Play areas</b></p> <p><b>Annual inspection update</b> A damaged swing has been removed and a new one on order, some of the matting has been replaced and other items will be dealt with accordingly.</p> <p><b>Skate park at Westwood Rd</b>, Stephanie Wagstaff from NWBC requested a meeting to discuss the interest by the young people of Atherstone in having a skate park. The clerk to arrange a meeting with Stephanie Wagstaff and get some indicative costs involved and potential funding options. Proposed Cllr Wright seconded Cllr Singh Clerk reported there is a WCC and Leader Team joint funding event 11<sup>th</sup> October 2017 at Lea Marston Hotel.</p> <p><b>P50 09/17</b></p>		
<b>16.</b>	<p><b>ALLOTMENTS</b></p> <p>The allotment judging day was on 1<sup>st</sup> Aug 2017 the judges were Cllrs</p>		

	T Clews and Freer, the prize winners have now been finalised, and the awards will be made at 18 <sup>th</sup> October 2017 Town Council Meeting. Prize winners were approved from Cllr T Clews selection, proposed Cllr Singh seconded Cllr Wright, Cllr Freer abstained from the vote.		
17.	<b>Civic Matters</b>  Nothing to report		
18.	<b>Christmas Closure dates</b>  The Christmas closure dates for the Town Council Office were approved to close 11am Friday 22 <sup>nd</sup> December 2017 and re open Tuesday 2 <sup>nd</sup> January 2018 Proposed Cllr G Davis, seconded by Cllr Bishop.		
19.	<b>The Old Mortuary Maintenance</b>  The clerk requested that the Town Council exterior office doors and fire exit door and frames be re painted. Cllr Barnard asked if the outside sensor lights could be repositioned or updated as it is very dark outside the office at night. It was approved to get quotes proposed Cllr G Davis, seconded Cllr Wright.		
20.	<b>Honorary Citizen 2018 – nomination arrangements</b>  The clerk reminded the council that the nominations for the 2018 Honorary Citizens need to be ready for the November meeting.  <b>PRIVATE &amp; CONFIDENTIAL</b>  <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 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.</b> <b>Proposed Cllr Singh            seconded Cllr Wright</b>  <b>P51 09/17</b>		
21.	<b>CCTV MATTERS</b>  Cllr Bishop asked if the council could obtain a report detailing crime statistics on number of crimes reported, resolved and hot spot areas		

	in Atherstone. The clerk to request this information.		
<b>22.</b>	<p><b>QUOTATIONS RECEIVED</b></p> <p><b>MES Systems re CCTV</b></p> <p>A quotation received but the clerk to confirm with MES the correct split of equipment between the town council and NWBC and report back at the October 2017 meeting.</p> <p><b>Deputy Mayor consort chain of office</b></p> <p>The quotation for this was agreed proposed Cllr Wright seconded Cllr Singh</p>		
<b>23.</b>	<p><b>Employment matters</b></p> <p>Nothing to report</p>		
<b>24.</b>	<p><b>Christmas 2017 additional lights</b></p> <p>The clerk had investigated with NWBC if there was a working power supply that would allow extra Christmas lights in the trees by the angel pub. It was not clear if the power there was from the Angel pub. It was agreed that it was too late this year to buy new lights and would investigate further for 2018.</p>		
<b>25.</b>	<p><b>2018-2021 Christmas Lights contract</b></p> <p>The contract for the supply, testing, storage, erecting and dismantling of the Christmas lights is due for renewal in 2018. It was agreed to obtain future quotes when the 2017 lights are up. Proposed Cllr Wright seconded Cllr Singh.</p>		
<b>26.</b>	<p><b>St Marys Christmas Tree</b></p> <p>The Christmas Tree for outside the church needs to be ordered now to ensure the biggest possible tree can be obtained. It was agreed to ask Alan Ross from Smithy Farm Shop to supply and erect this up to a maximum of £500. Proposed by Cllr Wright seconded by Cllr Singh</p>		
<b>27.</b>	<p><b>Recent burial at Atherstone Cemetery</b></p> <p>A letter from a family member was received regarding burial charges this was discussed a figure was agreed.</p> <p><b>P52 09/17</b></p> <p><b>The meeting closed at 8.48pm the Next meeting 18<sup>th</sup> October 2017</b></p>		



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Signed ..... Chairman of Atherstone Town Council

**P53 09/17**