

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 21 st January 2015 7.00pm
IN ATTENDANCE	Town Councillors: Clews, Jarvis, Shaw, Pickard, Barker, Wright, Singh, L Freer, R Freer, Gurney Borough Cllrs: L Dirveiks Public Mr Wileman
APOLOGIES	Councillors: Clark, G Davis, M Davis, Barnard County / Borough Councillor Neil Dirveiks
CHAIRMAN	Cllr Barker
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	APOLOGIES It was resolved to accept the apologies. Proposed Cllr Shaw, seconded Cllr Singh.		
2.	DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY. It was resolved that these would be taken as and when. Proposed Cllr Wright, seconded Cllr L Freer.		
3.	PUBLIC SESSION (shall not exceed 30 minutes, Members of the Public and Councillors may speak in respect of business itemised on the agenda, or bring up items for future business) Mr Wileman raised the question of the Town Council recently approving work to three pine trees in It was confirmed that the Town Council are consulted on such matters by NWBC. Mr Wileman added that his property on Bath Rd had an overhanging tree 10 metres from his bungalow. He was concerned about the roots spreading and also the lack of light due to the tree. The tree was on the adjoining neighbour's property which was the local school. Mr Wileman had written to the school on numerous occasions and they had said they could not act as it had a tree preservation order in place. Cllr R Freer advised Mr Wileman to follow it up and request they carried out a crown reduction on the tree. Cllr Jarvis reported that Mr David Evans of MG Evans Funeral Directors had telephoned him late afternoon to say that he had seen a white van at the cemetery and a person taking water from the tap in suspicious circumstances. As he was carrying out a funeral at the time he was not able to take any other actions. The clerk agreed to investigate. Cllr Shaw said that at the last Area Forum East meeting the Chairman County Councillor Chris Clark had reported that Atherstone Town Council were against decriminalisation of parking. Cllr Jarvis reported that he had tabled a question for the next Forum meeting. P80 01/15		

	<p>Cllr Pickard reported that decriminalisation was on the Annual Meeting of Parishes agenda.</p> <p>Cllr Shaw reported that when the street lights are changed by Warwickshire County Council LEDs are being used and he wished to ask who was paying for the cost of doing this. He also commented that he had to wait 3 weeks for an appointment with his own doctor at the surgery.</p>		
4.	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS.</p> <p>Councillor Lorna Dirveiks spoke on behalf of County Councillor Neil Dirveiks to report that the paving is in hand in Market Street to replace the temporary surface.</p> <p>Borough Cllr L Freer raised the issue of bin collections at Christmas and said that as the information was online not everyone knew. She had asked that it be put into North Talk in future as well. Borough Cllr Lorna Dirveiks agreed and said that she had raised the fact that a number of people do not have computers or rely on smartphones to retrieve information. It had been pointed out to NWBC that phones could not download the bin collection information. Cllr Clews wished to thank the bin men for the work they do.</p>		
5.	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 17th December 2014.</p> <p>It was resolved to accept the minutes. Proposed Cllr Wright, seconded Cllr Pickard.</p>		
6.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 17th December 2014</p> <p>P74 12/14: P66 Ball Game road closures ordered. It was resolved that the clerk should write to the organisers and ask them to be mindful of the Town Centre flowers. Proposed Cllr L Freer seconded Cllr Singh.</p> <p>P65: QE School Cllr Jarvis reported that the work on the new school buildings would be commencing in August 2015.</p> <p>P75 12/14: E32: the lockable leaflet boxes for the canal side were on order.</p> <p>E35 A5 Contact group – meeting now confirmed for 10th February 2015 and representative Cllrs Pickard and Jarvis notified.</p> <p>E42 The offer to sell the roller shutter door had been declined. The shutter was still stored in the arcade.</p> <p>E66 Request for grit bin – refused by WCC as it did not meet their criteria. It was resolved to inform the resident. Proposed Cllr Shaw seconded Cllr Wright.</p> <p>E76 Camera Trial – see later under agenda item 15.</p> <p>P76 12/14</p> <p>Arcade advertising screen – Heritage Society notified. Arcade automatic door – repaired. Old Allotment Gardens – brambles cut back. Defibrillator – Cllr Jarvis to follow up with the First Responders regarding installation in a public place in a town location. It was resolved to consult with the First Responders to make use of the Market Square listed telephone box to house a defibrillator. Proposed R Freer seconded Cllr Pickard.</p> <p>P81 01/15</p>		

	<p>It was resolved to ask the First Responders if Councillors could be trained how to use the defibrillator. Proposed Cllr Clews seconded Cllr L Freer.</p> <p>P77 12/14</p> <p>Bench refurbishment: See Correspondence E81 later.</p> <p>Fire Risk Assessment: it was agreed to bring the report to the February Council Meeting.</p> <p>Market Square: the terms and conditions for the Portas grant from NWBC had been received and the clerk was asked to report back to the February Council meeting when there had been an opportunity to consider the document and any matters arising.</p> <p>Alleyway lighting: A reply had been received from Pennies Worth. It was resolved to write to the owner and the tenant and explain that there was a duty of care to ensure the alleyway was safe to use, particularly at night. The Town Council has therefore agreed, subject to approval by the owner, to take responsibility for the costs and installation of two vapour proof lights attached to the Pennies Worth side of the alley. Proposed Cllr R Freer seconded Cllr L Freer.</p>		
7.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>The clerk presented a revised list of cheques as follows; 106878 for ratification and 106879 to 106909 for approval and signing.</p> <p>It was resolved to approve the revised list. Proposed Cllr Wright, seconded Cllr R Freer.</p> <p><i>List of cheques over £500.</i></p> <p><i>Glendale £6,804.00</i></p> <p><i>Salaries £ 2556.20</i></p> <p><i>Warks County Council Pensions £888.23 (Jan 2015)</i></p> <p><i>HMRC £2,390.67</i></p> <p><i>Atherstone Common Plots £729.29</i></p> <p><i>NWBC £7,231.75</i></p> <p><i>Servicom £ 831.60</i></p> <p><i>St Mary's Atherstone PCC £700.00</i></p> <p>The clerk presented an additional list of cheques, not released or not presented to be made void and written out of the 2014/15 accounts: It was resolved to approve the following cheques to be voided subject to the clerk circulating on email to all councillors a list including the payees. Proposed Cllr R Freer seconded Cllr Wright.</p> <p>Cheque 106546 106579 106663 106669 106671 106677 106683 106691 106700 106701 106702 106705 106733 106734 106735 106784 106786 106787 106788 106864 106865.</p>		
8.	<p>CORRESPONDENCE RECEIVED</p> <p>E27 /E87 Requests for memorial trees. It was resolved to reply that under the Town Council's Cemetery Regulations it is not permitted to plant memorial trees. Proposed Cllr Wright seconded Cllr Pickard.</p> <p>E74 Severn Trent barriers / cones – Cllr Clews thanked the clerk for resolving this issue.</p> <p>P82 01/15</p>		

	<p>E81 WCC has given permission for the bench to be located in front of the newsagents on Long Street with installation and public liability insurance to be at the cost of the Town Council.</p> <p>It was resolved to follow this up and get costs to install the bench facing inwards towards the shops. Also to investigate getting padlocks onto the nearby locking bollards. Proposed Cllr Singh seconded Cllr Clews.</p>		
<p>9.</p>	<p>PLANNING MATTERS</p> <p>a) Planning Lists – 50,51 52/1, 2</p> <p>b) Consultations</p> <p>PAP/2014/0540 Land at Durnos Nurseries – Demolition of Virginia House and bursary buildings and erection of 108 dwellings – amended It was resolved to write re-iterating in the strongest terms the Town Council’s previous response dated 19th November 2014. In addition the 12.1.15 Technical Note Response to the Highways Agency was full of anomalies. Proposed Cllr R Freer seconded Cllr Wright.</p> <p>PAP/2014/0597 Mythe Bridge Farm, Ratcliffe Road, Atherstone, CV9 1PL Demolition of existing outbuildings and construction of replacement farmhouse etc It was resolved there was no objection to this development but to be mindful of the dangers of increased vehicle and animal traffic to and from the development and that appropriate highways notices should be considered. Proposed Cllr R Freer seconded Cllr L Freer</p> <p>PAP/2015/0017 Land at Cooks Close, Barsby Close and Meadow Street. Work to trees. It was resolved that there was no objection to this application if outside of the nesting season. Proposed Cllr L Freer, seconded Cllr Clews.</p> <p>c) Decisions</p> <p>PAP/2009/0594 The Old Vicarage Church Walk – work to trees – no objection to works</p> <p>PAP/2014/0423, Erection of Temporary Office Accommodation – Aldi – Granted</p> <p>PAP/2014/0587, Change of use from offices to dwellings – 55 and 57 South St – Development can proceed.</p> <p>d) Conservation Areas and Listed Buildings Nothing to report</p> <p>e) Other</p> <p>NWBC Address anomaly and adding a name to a property – Former Job Centre Plus 120 Long Street Atherstone. Noted</p> <p>f) Licensing Matters Nothing to report P83 01/15</p>		

10. REPORTS

- Financial Reports

The clerk presented the budget report and bank reconciliation for December and Quarter 3, for information only.

- Clerk's Report

i. **Annual Meeting Borough and Town and Parish Councils:**

Reminder noted. Thursday 29th January at 7pm at Hartshill Community Centre, Church Rd, Hartshill.

ii. **Police base in Arcade:**

It was resolved to ask Sgt Mitch Oakley and Inspector Dean Reid to come to meet with the Town Council. Proposed Cllr R Freer, seconded Cllr Singh.

iii. **Local Council Support Grant and Precept Grant and Precept Referenda Principles:**

It was resolved to note this information. Proposed Cllr L Freer seconded Cllr Wright.

iv. **Commonwealth War Graves:**

It was resolved to approve this request and also to arrange to have the Town Council's own entrance sign cleaned and the bushes around it trimmed back. Proposed Cllr Shaw seconded Cllr Wright.

v. **Request for Art Display Area:**

It was resolved to suggest the OSCA building or the Heritage unit in the Arcade. Proposed Cllr L Freer seconded Cllr Wright.

vi. **Unit 6 in Arcade:**

Request for short term lease. Cllr Gurney declared an interest. It was resolved to let the unit in the short term with an area demarked for future toilet / kitchen plans. The electrics would be sorted at the cost of the Town Council and the tenant would agree to move out whilst the work to install toilet/kitchen was carried out. Proposed Cllr Wright seconded Cllr Singh.

vii. **Advertising Banner:**

It was resolved to reply that the Town Council could not get involved in this matter. Proposed Cllr Barker seconded Cllr Shaw.

viii. **Heritage Centre:**

Request to extend lease. It was resolved to renew it again on the same terms for 6 months @ £1.00 a month
Proposed Cllr Wright seconded Cllr Singh

ix. **Westwood Road Play Area:**

Complaint about dogs off leads from a local resident. It was resolved to instigate control orders requesting dogs be kept on leads (at all playing fields and play areas under the responsibility of the Town Council). Proposed Cllr R Freer seconded Cllr Pickard.

	<ul style="list-style-type: none"> Budget Setting 2015/16 Working Group – 28.1.15 It was resolved to proceed with this meeting. Proposed Cllr Wright seconded Cllr Shaw Budget Setting EGM and Precept 2015/16- 4.2.15 It was resolved to proceed with this meeting. Proposed Cllr Wright seconded Cllr Shaw Town Councillors Reports Nothing to report. 		
11.	MARKET SQUARE Nothing to report.		
12.	QUALITY STATUS It was agreed to apply for the transition to the new Foundation level and then for the clerk to report on the requirements for further levels for the next meeting.		
13.	CEMETERY MATTERS Memorial applications approved by clerk A199 Ernest Henry Charnell Inscription B82 Brenda Doreen Neal headstone kerbs and vase B174 Claire Cardall headstone and kerbs RCE910 Bride OHare headstone Recent burials in Atherstone Cemetery Alice Elizabeth Cadman N438 Re open for ashes Jean Olive Carroll E379 re open to single depth David Leslie Pattinson A454 new ash plot Jeffrey Charles Beale B157 first interment pre select grave Diana Patricia Bilson A135 Re open for ashes Ian John Moore B245 new plot open for ashes Request for Memorial Trees – Correspondence E27 and E87 see earlier in Item 8. It was agreed to re-issue the current Cemetery Regulations on email to all councillors. Gate Keeping Procedure – nothing reported		
14.	Allotment Matters <ul style="list-style-type: none"> Annual Review of Rents It was resolved to leave the rents at the same level for March 1 st 2015. Proposed Cllr Wright seconded Cllr Pickard		
	It was agreed 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. Proposed Cllr Shaw, seconded Cllr Wright. P85 01/15		

<p>15.</p>	<p>QUOTATIONS RECEIVED</p> <ul style="list-style-type: none"> • Annual Dinner – menu costings. It was resolved that the clerk could liaise with the Mayor regarding the choice of menu within a budget of £25.00 for three courses including half a bottle of wine per head. Proposed Cllr Wright seconded Cllr Singh. • Repair of Cemetery benches It was resolved to approve the quotation from Harvey Pointon. Proposed Cllr Wright seconded Cllr Shaw. • WCR250 Meeting cost of refreshments It was resolved to approve the cost of £5.00 per head for @ 40 delegates to be provided by the White Hart Tearoom. Proposed Cllr Wright seconded Cllr Jarvis. • Town Centre Floral Displays 2015/2016 It was resolved to continue with the Smithy Farmshop as the prices were to be the same as last year. Proposed Cllr L Freer seconded Cllr Jarvis. • Arcade Windows Grilles – 2015 Ball Game It was resolved to approve the quotation from Harvey Pointon. Proposed Cllr Shaw seconded Cllr Singh • Purchase of Loan CCTV Camera 28 It was resolved to purchase the loaned camera. Proposed Cllr R Freer seconded Cllr Singh. In addition a quotation was presented for a cost of the camera trial. It was resolved instead to re-investigate where the camera was being used locally and to go and see it in action. Proposed Cllr R Freer seconded Cllr Shaw. • Grounds Maintenance 2015/2016 It was resolved to accept the quotation from Glendale for the Cemetery work. Proposed Cllr R Freer seconded Cllr Wright. It was resolved to accept the quotation from NWBC for the Play Area work. Proposed Cllr Shaw seconded Cllr Singh. • Ashes Scattering Area The clerk reported that there had been difficulties getting contractors to provide a written quotation from the outline sketch provided. It was agreed to approach independent landscape architects / experts and obtain costs for producing suitable designs. 		
	<p>The meeting closed at 9.20pm.</p>		

Signed Chairman of Atherstone Town Council