

## 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 22 <sup>nd</sup> May 2013 start 7.00pm
IN ATTENDANCE	Town Councillors: Shaw, Pickard, Clews, L Freer, Jarvis, R Freer, Barker, Public: M Wrigley, D Clay NWBC: D Baxendale
APOLOGIES	Town Cllrs: G Davis, M Davis, Singh, <i>Peat</i> .
CHAIRMAN	Cllr Barker
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	<b>APOLOGIES</b> Cllr Pickard raised the question of accepting apologies from Cllr Macchi. It was resolved to accept the Town Council apologies. Proposed Cllr Shaw, seconded Cllr Jarvis		
2.	<b>DECLARATIONS OF INTEREST &amp; DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTEREST</b> To be taken as and when.		
3.	<b>DISCUSSIONS WITH NWBC (D Baxendale), DOG CONTROL ORDERS.</b>  David Baxendale briefed the councillors on the options available to them as a Town Council with regard to dog control orders. His explanations were to be emailed to the clerk and he left a further document with the clerk for the Town Council's additional information. Cllr Shaw raised the question of having an area in Atherstone where dogs could be permitted to go. Cllr Clews asked that if the Town Council brought in dog control orders were there sufficient staff to deal with the additional work? Mr Baxendale explained that a number of the environmental team act as enforcement officers as required as well as the animal wardens so he did not anticipate a problem. Cllr Pickard asked whether formal contractual agreements needed to be made with NWBC but Mr Baxendale said that arrangements were informal and worked well for other parishes. The Chairman thanked Mr Baxendale for attending and he then left the meeting at 7.25pm.		
	<b>P6 05/13</b>		

4.	<p><b>PUBLIC SESSION</b></p> <p>Cllr Jarvis raised the problem of parking on the service road opposite the school on Witherley Road. It was agreed to inform the local County Councillors to see what could be done about the problem.</p> <p>Mrs Wrigley reported that the planning application in Grove Road had been passed on Monday night. She raised concerns again that the loss of garages was a major problem as there was already insufficient parking for the number of cars in the street.</p> <p>Cllr Shaw raised the concern of lorries accessing North Street under the archway and it was agreed to discuss this as a future item of business.</p>		
5.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 1<sup>st</sup> May 2013</b></p> <p>It was resolved that the minutes be accepted as a true record, proposed Cllr Shaw, seconded Cllr Barker.</p>		
6.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 1<sup>st</sup> MAY 2013.</b></p> <p>P2: Item 11 – Correspondence Item E55. The clerk updated the meeting that the first half of the Council Tax Support Grant had been paid into the bank and that an agenda item would therefore be included for the next full council meeting on the 5<sup>th</sup> June and the correspondent would be invited to attend. This was agreed.</p> <p>P4: Mrs Chadwick had phoned in to thank the Council for acting upon her recent complaint satisfactorily. She reported however that flowers had now been taken from the grave.</p> <p>The clerk was asked to chase the Conservation Officer for a response regarding the lighting on St Mary’s Church.</p>		
7.	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>Item 2: NWBC Free Training Course - inspecting children's playgrounds 6th June 9.30am to 4pm.  <b>It was resolved that both clerks should attend the course.</b>  <b>Proposed Cllr Jarvis, seconded Cllr L Freer.</b></p> <p>Item 5: Atherstone Heritage Motorshow – the clerk reported that a funding application form had been emailed to the organisers.</p> <p>Item 6 Damage to headstone – it was reported that the two clerks had met with the complainant and advised him to contact the masons who had installed the headstone. In the meantime, by mutual agreement, the headstone had been secured in place with a wooden stake as it was deemed unsafe.</p> <p>E28 Alison Hodge Number 1 reference book: Local Council Administration 9th edition August 2013 and LTN on Election of Chairman.  <b>It was resolved to purchase the book. Proposed Cllr Jarvis seconded Cllr Shaw.</b></p> <p><b>P7 05/13</b></p>		

	<p>E40 Damaged headstone:  <b>It was resolved to ask the contractors who had been working in the cemetery whether they had caused any damage to the grave and to send them a picture.</b>  <b>In addition the clerk was to arrange to visit the cemetery with Cllrs Clews and Jarvis to identify areas where rockery type stones could be placed to protect graves.</b>  <b>Proposed Cllr R Freer seconded Cllr Jarvis</b></p> <p>E55 Robert Beggs PCC Community Ambassadors – it was confirmed that this information had been placed in the noticeboard.</p>		
8.	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Lists</b> – 16, 17, 18</p> <p><b>b) Consultations</b>  PAP/2013/0199, Alder Mill, Sheepy Road, Atherstone  Certificate of Lawfulness for proposed use for a new garage  <b>It was resolved that there was no objection providing County Highways did not object. Proposed Cllr Jarvis, seconded Cllr Shaw</b></p> <p>Amended Plans:  PAP/2013/0148 Chez Nous, 58a Friary Road, Atherstone, CV9 3AQ  Single storey rear extension  <b>It was resolved there was no comment on this application.</b>  <b>Proposed Cllr Shaw seconded Cllr Pickard</b></p> <p>Amended Plans:  PAP/2013/0149 12 Northcote Walk, Atherstone, CV9 3SL  First Floor front extension  <b>It was resolved there was no objection as long as the streetscape was maintained. Proposed Cllr Jarvis, seconded Cllr Shaw</b></p> <p><b>c) Decisions</b> - the following were noted:-  PAP/2013/0092, 38 Grove Rd single storey rear extension– granted  PAP/2012/0598, Land at Lister Road Redevelopment – granted.  PAP/2012/0536, 25 Long Street, granted  PAP/2013/0109, 219 Long Street – no objection to works  PAP/2013/0167, Aldi Stores - granted</p> <p><b>d) Conservation Areas and Listed Buildings</b>  Nothing to report</p> <p><b>e) Other</b>  Waterloo Housing – Request for Street Names:  <b>It was resolved to suggest Jenner Court for the Lister Road development. Proposed Cllr R Freer seconded Cllr Clews</b>  <b>It was resolved to suggest Dragon’s Court for the St George’s Rd development</b>  <b>Proposed Cllr Clews seconded Cllr Jarvis.</b></p> <p><b>P8 05/13</b></p>		

	<p>PAP/2013/0129 Land adjacent 56 Grove Rd -The clerk had circulated via email a notice about a meeting held on 20<sup>th</sup> May at NWBC. This was noted.</p> <p><b>f) Licensing Matters</b> It was noted that Jack D'S Bar had an event planned for 25<sup>th</sup> 26<sup>th</sup> and 27<sup>th</sup> of May.</p>		
<p><b>9.</b></p>	<p><b>REPORTS</b></p> <p><b>Clerk's Report</b> A request was reported and it was agreed that Mr Reynolds from the Canal and River trust could be invited to attend the Full Council meeting on 19<sup>th</sup> June to discuss the recent grant awarded by Warwickshire County Council. The clerk was asked by Cllr Shaw to check with Mr Reynolds about the overhanging trees on the towpath, a problem which had been raised at a previous meeting with the Canal and River Trust.</p> <p>The clerk reported that matters were moving forward with regards to setting up a 24hr CCTV trial with Quadrant. The clerk was also working on the re-deployable cameras. After the trial it was agreed to put the item on a future agenda for full council to consider.</p> <p><b>Representative's Reports</b></p> <p>Cllr L Freer reported that the floral displays were looking very good.</p> <p>Cllr Clews reported that she had attended the Priscilla Gent meeting at the Church. It was reported that no money had been given out since the vicar had left and a replacement vicar may not be found for 12-18 months.</p> <p>Cllr Jarvis reported that plans were going well for the Summer in the Square Events and a poster was provided for the noticeboard.</p> <p>Cllr Barker had some information about the HS2 and he was asked to forward it to the clerk for circulation to all members.</p>		
<p><b>10.</b></p>	<p><b>MARKET SQUARE</b> The clerk reported that due to the Bank Holiday the planned treasure hunt had had to be cancelled as there was no scheduled Market. It was hoped to re-arrange something for the summer holidays.</p> <p>It was agreed to include the Market Square on the next monthly project meeting on Wednesday June 12<sup>th</sup> at 7pm when improvements and possible funding opportunities could be discussed.</p> <p>Cllr Shaw reported that drinking was taking place on the Market Square and people were using the Church grounds as a toilet. He asked Ward Councillors to look into the matter. <b>It was resolved to inform David Baxendale at NWBC as it was considered an environmental issue. Proposed Cllr Jarvis, seconded Cllr R Freer.</b></p> <p><b>P9 05/13</b></p>		

	<p>Cllr Shaw reported that the Victorian style lanterns were now installed in the Market Square. Cllr Shaw raised the problem of weight restricted vehicles using the archway to exit the Market Square and it was agreed to find out the laden and un-laden weight restrictions that applied to the road.</p>																																								
11.	<p><b>CEMETERY MATTERS</b></p> <p><b>a) Memorial Applications approved by clerks</b>  The following have been approved.</p> <table> <tr> <td>A163A</td> <td>Dorothy Irene Walton – additional inscription</td> </tr> <tr> <td>A432</td> <td>Derek Leedham – headstone</td> </tr> <tr> <td>A302</td> <td>Norman Alcock – additional inscription</td> </tr> <tr> <td>B161</td> <td>Rosalie Smith – headstone and kerbs</td> </tr> <tr> <td>A441</td> <td>Alma Joan Stevenson – headstone</td> </tr> <tr> <td>A442</td> <td>Barbara Ford – headstone</td> </tr> <tr> <td>A299</td> <td>Grantham Family – additional inscription</td> </tr> </table> <p>Cllr Jarvis raised the question of the ash plot A299 memorial and the clerk confirmed that it was being investigated and would be reported back at the next meeting.</p> <p><b>b) Recent Burials in Atherstone Cemetery</b></p> <table> <tr> <td>Mary Irene Summerhayes</td> <td>A171 – reopen for ashes</td> </tr> <tr> <td>Barbara Ford</td> <td>A442 – New ash plot</td> </tr> <tr> <td>Mabel Estelle Trow</td> <td>B224 – New Triple grave</td> </tr> <tr> <td>Nancy Jackson</td> <td>A351 – re open for ashes</td> </tr> <tr> <td>Josephine Kay Clark</td> <td>O599 – Pre select grave</td> </tr> <tr> <td>Rosalyn Joan Hartshorn</td> <td>B194 – new triple grave</td> </tr> <tr> <td>John Clifford Meads</td> <td>B205 – New triple grave</td> </tr> <tr> <td>Molly Meeney</td> <td>B25 – Re open to single depth</td> </tr> <tr> <td>Margaret Box</td> <td>A399 – Re open for ashes</td> </tr> <tr> <td>Susan Carol Johnson</td> <td>E1231 – Re open for ashes</td> </tr> <tr> <td>Michael John Lewis</td> <td>A443 – New ash plot</td> </tr> <tr> <td>Clifford Oliver Brown</td> <td>B175 – New triple grave</td> </tr> </table>	A163A	Dorothy Irene Walton – additional inscription	A432	Derek Leedham – headstone	A302	Norman Alcock – additional inscription	B161	Rosalie Smith – headstone and kerbs	A441	Alma Joan Stevenson – headstone	A442	Barbara Ford – headstone	A299	Grantham Family – additional inscription	Mary Irene Summerhayes	A171 – reopen for ashes	Barbara Ford	A442 – New ash plot	Mabel Estelle Trow	B224 – New Triple grave	Nancy Jackson	A351 – re open for ashes	Josephine Kay Clark	O599 – Pre select grave	Rosalyn Joan Hartshorn	B194 – new triple grave	John Clifford Meads	B205 – New triple grave	Molly Meeney	B25 – Re open to single depth	Margaret Box	A399 – Re open for ashes	Susan Carol Johnson	E1231 – Re open for ashes	Michael John Lewis	A443 – New ash plot	Clifford Oliver Brown	B175 – New triple grave		
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12.	<p><b>ARCADE SHOPS UPDATE</b></p> <p>It was agreed that the Arcade Working Group would double up with the monthly project meeting on Wednesday 12<sup>th</sup> June at 7pm.  It was agreed that alternative evenings should be offered in future for working groups, as well as Wednesdays, the clerk would then pick the preferred date from the majority of respondents.  Cllr Pickard left at 8.30pm</p>																																								
13	<p><b>RECOMMENDATIONS FROM MONTHLY PROJECT MEETING (15<sup>TH</sup> MAY 2013)</b></p> <p>The meeting had not been held as it was not quorate. The papers due for discussion had been circulated on email to all members in order to resolve the following matters:</p> <p><b>SITE ALLOCATION PLAN CONSULTATION</b>  <b>It was resolved The Town Council wish to comment regarding the Site Allocation Plan as follows:-</b>  <b>Before houses are allocated (and more potentially impervious</b>  <b>P10 05/13</b></p>																																								

	<p>surfaces are allowed as a result) proper consideration should be given to the areas that may be left at risk of flooding as a result of such actions.</p> <p>Although there may be no flooding problems at the moment if additional houses are allocated and impervious surfaces are allowed, areas such as those near Innage Brook will become vulnerable to flooding. The Flood Plain issue should be properly addressed before houses are allocated.</p> <p><b>Proposed Cllr Shaw seconded Cllr Jarvis</b></p> <p>OLD ALLOTMENT GARDENS</p> <p>The clerk had circulated a draft action plan for the work at the Old Allotment Gardens for which funding was being sought. This was noted. Quotations were to be presented later in the meeting.</p> <p>ASHES AREA</p> <p>It was noted that the contractors had advised trimming back the rhododendron bushes after the flowering season in stages as part of routine maintenance work.</p>		
14	<p><b>REVIEW OF RISK ASSESSMENT ( Referred from P140 02/13)</b></p> <p>It was resolved that a further review of pest control, at the cemetery in particular, would be carried out in three months time, following work being undertaken in the Old Allotment Gardens.</p> <p><b>Proposed Cllr Jarvis seconded Cllr Clews</b></p>		
15	<p><b>ALLOTMENT MATTERS – REPORT FROM DEPUTY CLERK</b></p> <p>Rubbish had been left on vacant plots 45a and the central roadway (Also noted by the Allotment Association)</p> <p><b>It was resolved to have the items cleared and to advise the Allotment Association that the cost will be added to the rents next year.</b></p> <p>Asbestos has been found on site and left on vacant plot 63 (also noted by the Allotment Association)</p> <p>It was agreed to remove the waste in conjunction with the waste at the Old Allotment Gardens.</p> <p>It was agreed the two ash trees could be removed from plot 21a as requested as long as the tenant took responsibility for the safe removal and disposal of the arisings.</p> <p>An email was presented to the meeting complaining of smoke blowing into the cemetery when visiting a grave on Sunday 19<sup>th</sup> May. It was agreed to reply with the Town Council's policy regarding bonfires.</p>		
	<p><b>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 (<i>Details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods or services</i>), 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 R Freer seconded Cllr Shaw</b></p> <p><b>P11 05/13</b></p>		

16.	<p><b>RECEIVE QUOTATIONS</b></p> <p>a) New row for ashes area It was resolved to accept the quotation from Atherstone Landscapes. Proposed Cllr Shaw seconded Cllr Clews</p> <p>b) Old Allotment Gardens</p> <p>i) Hedge maintenance It was resolved to accept the quotation from Glendale. Proposed Cllr R Freer seconded Cllr Jarvis</p> <p>ii) Preliminary Clearance work It was resolved to accept the quotation from Glendale. Proposed Cllr R Freer seconded Cllr Shaw</p>		
	The meeting closed at 8.55pm.		

Signed ..... Chairman of Atherstone Town Council