

## ATHERSTONE TOWN COUNCIL

Communications: PO Box 2000, Atherstone, Warwickshire, CV9 1YN  
 Telephone and Fax 01827 720829  
 Email clerk@atherstone-tc.gov.uk

<b>DOCUMENT</b>	<b>MINUTES OF THE TOWN COUNCIL MEETING</b>
<b>VENUE</b>	The Committee Room, Civic Suite, NWBC, South St, Atherstone, CV9 1DE
<b>DATE AND TIME</b>	Wednesday 22 May 2019 7.00pm
<b>IN ATTENDANCE</b>	Town Councillors: D Wright, T Clews, L Dirveiks, Singh, Gurney, Jarvis, D Clews, I Driver, Chambers, Spencer, M Jordan Police: PC Lloyd Walton, Borough and County Councillors: Cllr N Dirveiks Public: on request
<b>APOLOGIES</b>	Councillors: Bishop, Henney, Allan-Stubbs, Downes County:
<b>CHAIRMAN</b>	Cllr D Wright
<b>CLERK</b>	Clerk Odette Ghent also present Deputy Clerk Sally Oldham

<b>Item</b>		<b>Actions</b>	<b>Notes</b>
<b>1.</b>	<p><b>ELECTION OF CHAIRMAN FOR 2019-20</b></p> <p>It was resolved that Cllr Wright be elected as Chairman proposed Cllr Singh seconded Cllr Jordan Cllr Wright proposed that the roles of Chairman and Mayor be split and proposed Cllr Gurney to be Mayor seconded by Cllr Spencer</p>		
<b>2.</b>	<p><b>ELECTION OF VICE-CHAIRMAN FOR 2019-20</b></p> <p>It was resolved that Cllr D Clews be elected as Vice-Chairman proposed Cllr Singh seconded Cllr Jordan</p>		
<b>3.</b>	<p><b>APOLOGIES AND ACCEPTANCE OF REASON OF ABSENCE</b></p> <p>It was resolved to accept the apologies. Proposed Cllr Singh seconded Cllr Gurney Cllr Jarvis proposed that councillor attendance at meetings is reviewed against a list of acceptable reasons for absence and monitored by the clerk. All apologies should be made to the clerk prior to meetings. Seconded Cllr Wright.</p>		
<b>4.</b>	<p><b>TO RECEIVE THE CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE</b></p> <p>Cllr Wright signed the Declaration of Acceptance of Office and took the Chair</p>		
<b>5.</b>	<p><b>TO CONFIRM SIGNED RECEIPT OF ALL COUNCILLORS' DECLARATIONS OF ACCEPTANCE OF OFFICE FOLLOWING THE ELECTION HELD 2<sup>ND</sup> MAY 2019. (INCLUDING ALL RE -ELECTED MEMBERS)</b></p> <p>The clerk confirmed signed receipt of 14 councillor declarations of acceptance of office.</p> <p><b>P1 05/19</b></p>		

6.	<p><b>TO DECIDE IF ANY DECLARATIONS OF ACCEPTANCE OF OFFICE WHICH HAVE NOT BEEN RECEIVED AS REQUIRED BY LAW, ARE PERMITTED TO BE RECEIVED ON OR BEFORE A LATER MEETING.</b></p> <p>The council permitted to allow the remaining councillor to sign their declaration of acceptance of office before or at a later meeting within 2 months. Proposed Cllr L Dirveiks seconded Cllr Chambers</p>		
7.	<p><b>DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY.</b></p> <p>It was agreed that these would be taken as and when.</p> <p>The new council made introductions to each other.</p>		
8.	<p><b>PUBLIC SESSION (maximum 30 minutes)</b></p> <p>M Wrigley reported the kerbs by the roadworks, Cllr Dirveiks confirmed he is aware and dealing with this.</p> <p>R Higgins asked the council if they can do anything about the illegal parking in Long Street, Market Street and Church St. There was a discussion between the councillors and police about previous attempts to control the parking. Cllr Wright confirmed negotiations with WCC/NWBC/Highways and the Government started in 2015 regarding implementing parking enforcements but the government are still awaiting legal resources to deal with this.</p> <p>There was a discussion regarding street lighting and policing levels and the council were asked put a case forward to WCC on behalf of Atherstone to get improvement in both.</p> <p>Emma Mc Cabe from NWBC Community Development introduced herself to the new council and reported this week is dementia friendly week and there is a dementia friendly cinema at the Memorial Hall Friday 24<sup>th</sup> May 2019. Polesworth Big Day Out is 9<sup>th</sup> June 2019 11am to 3pm.</p>		
9	<p><b>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS</b></p> <p><b><u>Police reports</u></b></p> <p>PC Lloyd Walton reported in the last 3 weeks there had been 13 arrests. Despite last month the removal of a County Lines activity last month two more have appeared this month.</p> <p>There is a Community Day Saturday 25<sup>th</sup> May 2019 in the Market Square where the Police, Fire Brigade, and Neighbourhood Watch will be there.</p> <p><b><u>County Councillor Report</u></b></p> <p>None</p> <p><b>P2 05/19</b></p>		

9. cont	<p><b>Borough Councillor Reports.</b></p> <p>Cllr Jarvis reported that building has started at Britannia Works providing 70 Extra Care Apartment Units.</p>		
10.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 17<sup>th</sup> April 2019</b></p> <p>It was resolved to approve the minutes proposed Cllr Jarvis seconded Cllr Singh</p>		
11.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING 17<sup>th</sup> April 2019</b></p> <p>None</p>		
20b.	<p><b>Relocation of Pop Up Stalls</b></p> <p><b>It was resolved to suspend standing orders to allow members of the public to speak</b> Proposed Cllr Wright seconded Cllr Singh</p> <p>C Evans requested that the pop-up stalls owned by the Town Council be relocated and stored at Abbey Farm. The council resolved whilst it would be more convenient and accessible to be located in Town until further investigations are made, they will remain at their present stored secure location. All use of them is via the clerk with prior negotiation regarding collection and return. Site visits will be arranged to look at the present and potential storage.</p> <p>Proposed councillor D Clews seconded Cllr T Clews.</p>		
12.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b></p> <p>A list was circulated prior to the meeting. Cllr Gurney declared an interest in Cheque 108531</p> <p>Ratification of cheques 108507 &amp; 108508 Approval for all new cheques 108509 to 108532</p> <p><b>It was resolved to approve the list proposed Cllr Wright seconded by Cllr Singh</b></p> <p><b>Cheques over £500 listed below</b></p> <p>Wages £3,743.64 WCC £1,344.45 NWBC £7,231.75 B Lowrie £750.00 Garner Canning £550.00 M G Evans £948.00 Perennial Landscapes £6,661.20</p>		
13.	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>Nothing to report</p> <p><b>P3 05/19</b></p>		

<p><b>14.</b></p>	<p><b>REVIEW OF CHEQUE SIGNATORIES</b></p> <p>It was resolved to add Cllr D Clews and Cllr A Spencer to the bank signature mandate, Proposed Cllr Wright seconded Cllr Jordan</p>		
<p><b>15.</b></p>	<p><b>ANNUAL REPORT</b></p> <p>This was noted</p>		
<p><b>16.</b></p>	<p><b>PLANNING MATTERS</b></p> <p>Cllrs Jarvis and Cllr T Clews declared an interest.</p> <p><b>a) Planning Lists – 16,17,18,19</b></p> <p><b>b) Consultations –</b></p> <p><b>PAP/2019/ 0016</b></p> <p><b>Angel Ale House</b></p> <p>Revised plans – These were objected to due to the design of the entry porch; the size of exit/entrance poses accessibility issues for mobility scooters and potential damage to the roots of the birch tree. The smoking area is inappropriate encouraging smokers to stand/sit in the open so close to the main door into the church which is promoting itself as a tourist destination.</p> <p><u>PAP/2019/0106</u> Grendon Lodge Conversion of outbuilding to granny annex and</p> <p><u>PAP/2019/0107 Listed Building</u> Grendon Lodge Conversion of outbuilding to granny annex <b>No objections.</b></p> <p><u>PAP/2019/0207</u> 14 Convent Close Erection of side extension <b>No objection if agreeable to neighbours.</b></p> <p><u>PAP/2019/0224</u> 167 Long St NWBC Work to trees <b>No objection if the work is conducted outside the nesting season.</b></p> <p><u>PAP/2019/0228</u> Land NE of Sewage Works Carlyon Rd Erection of industrial facility <b>See attached objection letter from Sykes Timber. The Town Council also object and share the concerns raised by Sykes Timber.</b></p> <p><b>P4 05/19</b></p>		

	<p><u>PAP/2019/0231</u></p> <p>15 Market St, Repair to internal damage to roof <b>No objections.</b></p> <p><u>PAP/2019/0266</u> The Friendly Plaice Variation of condition <b>No objections.</b></p> <p><u>PAP/2019/0269</u> <u>PAP/2019/0271</u> <u>PAP/2019/0280</u> <u>PAP/2019/0275</u> <u>PAP/2019/0277</u></p> <p>All relating to 110 Long Street.</p> <p><b>No objection if agreeable to the Conservation Officer.</b></p> <p><b>c) Decisions: - See attached weekly lists 16,17,18,19</b></p>		
17.	<p><b>REPORTS</b></p> <p><b>a. Financial reports for April 2019 had been circulated.</b></p> <p>These were noted.</p> <p><b>b. <u>Clerks report</u></b></p> <p>The office photocopier needs replacing following engineers visit. The outside drain to the rear of the Old Mortuary keeps getting blocked.</p> <p><b>c. <u>Town councillor reports</u></b></p> <p><b>Cllr Jordan</b> reported he had attended the Atherstone Town Partnership meeting where a new concept was discussed of having a 'Pop Up Park' event in Long Street. It would involve a road closure which has been applied for and for the event to coincide with the Sunday market on 28<sup>th</sup> July 2019</p> <p><b>It was resolved to suspend standing orders to allow Gary Chamberlain to speak</b> Proposed Cllr Wright seconded Cllr Gurney</p> <p>Gary Chamberlain provided some images of the 'Pop Up Park' concept.</p> <p><b>Cllr T Clews</b> reported he had attended the NWAC meeting where policing was discussed and was advised currently 150 new police officers are undergoing training.</p> <p><b>P5 05/19</b></p>		

<p><b>18.</b></p>	<p><b>CEMETERY MATTERS</b></p> <p><b>a) Memorial applications</b></p> <p>E1551 Reginald Barsby additional inscription</p> <p>A527 Dennis Smith headstone</p> <p>B37 Beryl Margaret Jones additional inscription</p> <p><b>b) Recent Burials in Atherstone Cemetery</b></p> <p>Sylvia Norman E893 Re open for ashes</p> <p>Irene Joan Rogers E1120 re open for ashes out of parish</p> <p>Daniel Thomas Cook A501 New ash plot</p> <p>Judith Richards E1028 Single depth burial out of parish</p> <p>Maurice Douglas E296 Re open for ashes</p> <p>Enid Grace Bostock A398 Re open for ashes</p> <p><b>c) Follow up from last months meeting re complaint re damaged headstones, this was noted and email to be to acknowledged.</b></p> <p><b>d) The padlock on the palisade has been cut off which coincided with break ins at Gypsy Lane Allotment site.</b></p> <p><b>e) Trees at Gypsy Lane – the contractor was due to carry out work on Saturday 27<sup>th</sup> April 2019 but due to high winds was unable to.</b></p> <p><b>f) Complaint from a grave owner regarding grass on headstone, the council confirmed the contractor is carrying out their work in line with the schedule of works the council provided. There have been no other formal complaints. The council will continue to monitor the grass cutting.</b></p>		
<p><b>19.</b></p>	<p><b>ARCADE SHOPS</b></p> <p>a. Unit 7 Honesty Shop –the next shop will be for school uniform on Wednesday 29<sup>th</sup> May 2019 9:30-11:30am by appointment to avoid crowding and any nuisance to other tenants.</p> <p><b>P6 05/19</b></p>		

20.	<p><b>MARKET SQUARE</b></p> <p>a. The following applications to use the Market Square were approved</p> <p>Community Safety Day – Saturday 25<sup>th</sup> May 2019  Sunday Market – Sunday 29<sup>th</sup> May 2019  Beer Festival – Friday 31<sup>st</sup> May – Sunday 2<sup>nd</sup> June 2019  Outwoods School Thursday 20<sup>th</sup> June 2019  Car Show – Sunday 8<sup>th</sup> September 2019  Morris Men – Wednesday 24<sup>th</sup> July 2019  Dickens Saturday 30<sup>th</sup> November 2019</p> <p>The application from IPub requires more information, a meeting to be arranged.</p> <p><b>b. Relocation of Pop Up Stalls</b> – discussed after agenda item 11</p>		
21.	<p><b>TOWN COMMUNITY SAFETY DAY 2019</b></p> <p>A joint community safety day on Saturday 25<sup>th</sup> May 2019 the market square with the Police/NW Neighborhood Watch association &amp; Warwickshire Fire and Rescue Service.</p>		
22.	<p><b>PLAY AREAS</b></p> <p>The springer seat has broken off at Westwood Road Play area, a replacement to be ordered.</p>		
23.	<p><b>ALLOTMENTS</b></p> <p>The idea of Herras fencing being investigated to secure the site, potentially from building development sites if no longer required.</p>		
24.	<p><b>ATC COMMUNITY GRANTS</b></p> <p>This item was deferred and to be discussed at EGM</p>		
25.	<p><b>WCC COUNCILLORS COMMUNITY GRANT FUND</b></p> <p>This was noted and available to be applied for.</p>		
26.	<p><b>PCC'S NEW ROAD SAFETY FUND</b></p> <p>This was noted to be discussed at EGM</p>		
27.	<p><b>CHRISTMAS LIGHTS 2019</b></p> <p>A meeting is arranged for Friday 24<sup>th</sup> May 2019 with Turnock and Arragon Properties to confirm the new fixing points for the Christmas lights, Cllr Jarvis will attend.</p>		
28.	<p><b>2019-20 MEETING DATES</b></p> <p>This was noted</p> <p><b>P7 05/19</b></p>		

29.	<b>APPOINTMENT OF REPRESENTATIVES TO ORGANISATIONS AND GROUPS.</b>  The list was updated		
30.	<b>TOWN CRIER</b>  A date to be arranged for applicants to apply.		
	<b>PRIVATE &amp; CONFIDENTIAL</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. Proposed Cllr Wright seconded Cllr Jarvis		
31.	<b>ST MARYS PLAY AREA COVENANT</b>  This is ongoing.		
32.	<b>ICO update re ICO complaint</b>  A draft was discussed and subject to checking final details with S Maxey the letter to be sent. Proposed Cllr Wright seconded Cllr Jarvis		
33.	<b>CEMETERY</b>  a. Ashes Tarmac Area – the path has now been re-laid by the new contractor. The cost of this to be reclaimed from original contractor via our solicitor. Proposed Cllr Wright seconded Cllr T Clews		
34.	<b>QUOTATIONS</b>  a. <b>Insurance renewal</b> , this is due 1 <sup>st</sup> June 2019 a quote received from Came and Co was approved, Proposed Cllr Wright seconded Cllr Jarvis  b. <b>Cemetery Grass Cutting</b> – the current contractor has requested an additional £45 per week it was resolved to accept this. Proposed Cllr Jarvis seconded Cllr T Clews		
35.	<b>OFFICE ACCOMODATION</b> WCC have requested further information for the business case to be discussed at EGM  <b>P8 05/19</b>		



36.	<b>Merevale Allotment Lease</b> This is ongoing.		
37.	<b>CCTV UPGRADE PROJECT</b> This is ongoing		
	An EGM was arranged for Friday 31 <sup>st</sup> May 2019 at 4:30pm		
	<b>The meeting closed at 10:15 pm the next meeting 19<sup>th</sup> June 2019</b>		

Signed ..... Chairman of Atherstone Town Council

**P9 05/19**