

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 22 nd . July 2015 7.00pm
IN ATTENDANCE	Town Councillors: Clews, Barnard, Bishop, G Davis, Gurney, L John, Singh, M Davis, Barker. Police: Sgt Oakley. Public: M Shaw, A Wahab.
APOLOGIES	Councillors: Jarvis, L Dirveiks, Freer, Clark, Wright, J John. Borough/County Cllr: D Clews, N Dirveiks
CHAIRMAN	Cllr Barker.
CLERK	Mr Graham Day

Item		Actions	Notes
1.	APOLOGIES It was resolved to accept the apologies. Proposed Cllr Singh, seconded Cllr G Davis.		
2.	PUBLIC SESSION Mr Shaw spoke about the planning application for Beech House, saying that it was important that this renovation work went ahead, and urged the Council to approve the consultation. Mr Shaw also spoke about the bad condition of the roads and pathways in Market Street and Church Street, and urged the Council to write to County Highways in support of County Cllr N Dirveiks. Cllr Barnard said that people visiting her shop were always complaining about the state of the pathways. Cllr Singh said that a lady had tripped over near the Market Square in recent months. It was agreed to discuss this in item 14. Mr Wahab spoke about his plans to run a craft fair/car boot on the Market Square, to be discussed in item 14. Cllr Barker said that he been approached by a resident of Sheepy Road about an overgrown hedge, near to his house, which was causing traffic safety issues when he left his house. To be discussed in item 10.		
3.	DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY. It was agreed that these would be taken as and when.		
4.	REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS. Cllr Clark sent in a written report covering items including; Margaret Road, Witherley Road parking, Chicken broiler farm planning application, this was circulated to all Cllrs. Sgt Oakley said that he, or others would try to attend Town Council meetings. He said that incidents in the area were lower in recent P21 07/15		

	<p>times. He said that illegal parking on Long Street and Market Square had been targeted, with approximately 80 tickets issued in the last 6 weeks. The areas outside the Co-op, Greggs and the Red lion caused safety issues and some vehicles had been seized. He said that it was now possible to check online if a vehicle was taxed or had an MOT, and could be reported directly to DVLA, or to the police on the non emergency number 101.</p> <p>Cllr Gurney said that there was a car on axle stands near to Friars Gate.</p> <p>Sgt Oakley said that there were issues on market days with traffic using Market Street, as there was a street closure order for the market hours, he suggested that when the bollards were taken out to access the square they could be used to block access to Market Street if suitable groundworks were carried out. Clerk to contact County Highways.</p> <p>Cllr Gurney asked if the yellow lines on Market Street were legal as they were on block paving and perhaps not continuous. Sgt Oakley to check.</p> <p>Cllr Barnard said that sometimes there was a smell of cannabis near to her shop, Sgt Oakley said if reported they could act when several lines of evidence were received. He said they had recently raided a house in Ambien Road, following reports from the public.</p> <p>There was a brief discussion regarding the current situation regarding the placing of flowers on the Eaton grave.</p> <p>Cllr Singh said that a recent exercise had taken place where 14 illegal taxis had been stopped and seized, this was continuing.</p> <p>Cllr M Davis said that the main topic at NWBC was combined authorities.</p>		
<p>5.</p>	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 17th. JUNE 2015.</p> <p>Cllr Singh said that Cllr Wright was not listed as present at the meeting, it was resolved to approve the amended minutes. Proposed Cllr M Davis, seconded Cllr G Davis.</p>		
<p>14.</p>	<p>It was resolved to bring forward item item 14, while Mr Wahab was in attendance, proposed Cllr G Davis, seconded Cllr Barnard.</p> <p>MARKET SQUARE</p> <ol style="list-style-type: none"> 1. Recommend drafting an agreement between Brian Lowrie of Marquee Solutions regarding storage, maintenance and erection of canopy/stalls. To be reviewed annually. 2. Recommend liaising with the insurers to confirm insurance responsibility / public liability. 3. Recommend the Clerk to draft a letting policy for the equipment. 4. Recommend the equipment is delivered straight to the storage address in Orton on the Hill. 5. Recommend the canopy fixing points are installed at the end nearest the noticeboard in order to leave the St Mary's Church end clear for staging etc when the canopy is up. <p>It was resolved to approve the recommendations, with item 4 dependant on the discretion of the clerks to arrange suitable</p> <p>P22 07/15</p>		

	<p>Insurance cover. Proposed Cllr M Davis, seconded Cllr Gurney. Condition of paths and roadways around Market Square (brought from Public Session). It was resolved to write to County Highways to complain about the falling standards of the roads and paths in the area, and to support the efforts of County Cllr Dirveiks. County Highways to be invited to inspect the area with Cllrs. Proposed Cllr Singh, seconded Cllr M Davis.</p> <p>Mr Wahab was invited to present his plans for a craft fair/car boot to try and increase footfall in the town. He said that he was looking to hold the events on Saturdays, once a month, starting at the end of August, he would control the event, pick up litter, and cars would only go on to the square to unload. He would also arrange public liability insurance.</p> <p>It was resolved to approve the request, there would be no charges for a trial period, other than to cover any costs which may be incurred by the Town Council. Proposed Cllr M Davis, seconded Cllr Bishop.</p>		
6.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 17TH. JUNE 2015</p> <p>P15, E82 the clerk gave 2 indicative prices for play area fencing, Cllr Gurney said he was also able to get a quote.</p> <p>P18. The clerk reported that the new grant application forms had been sent out to all previous recipients.</p> <p>P20. The clerk reported that the request for tender for the ashes scattering areas had been advertised, in the press, and some companies had already been in touch with the project manager. Cllr Bishop asked about the gate at Merevale allotments, Cllr Gurney said he would be trying to do a repair.</p>		
7.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>New list circulated with additional cheques.</p> <p>Ratification of cheques 107069 and 107070, and approval of cheques to 107071 to 107111.</p> <p>Cllr Singh declared an interest in cheque number 107082.</p> <p>It was resolved to approve the list and sign the cheques, proposed Cllr G Davis, seconded Cllr Clews.</p> <p><i>List of cheques over £500.</i></p> <p><i>Salaries £2573.70</i></p> <p><i>Pension £941.82</i></p> <p><i>NWBC £7231.75</i></p> <p><i>Briers £513.36</i></p> <p><i>Glendale £1214.40</i></p> <p><i>Smithy Farm Shop £1569.10</i></p> <p><i>Servicom £865.80</i></p> <p><i>City B Group £27,099.00</i></p> <p><i>P A Parker £645.00</i></p> <p><i>P A Parker £1250.00</i></p> <p><i>Friends of Atherstone Heritage £500.00</i></p> <p><i>JTH Concerts £1200.00</i></p>		
8.	<p>CORRESPONDENCE RECEIVED</p> <p>3. Beeline Transport, request for donation. It was agreed to send a grant application form and ask for full details.</p> <p>P23 07/15</p>		

	<p>E13. Grassed area outside nursery school. It was resolved to forward the e-mail to County Cllr Dirveiks. Proposed Cllr G Davis, seconded Cllr Bishop.</p> <p>E50. Cllr Singh said that drain cleaning had taken place in the Station Street car park.</p> <p>E54. Road closure of Swangate Arch during events on the Market Square, This was noted.</p> <p>E59. West Coast 250, Cllr Barker urged Cllrs to study the report.</p> <p>E90. Request to use Market Square, for the Motor Show, and invite to Mayor. This was approved.</p>		
<p>9.</p>	<p>PLANNING MATTERS</p> <p>a) Planning Lists – 23, 24, 25, 26, 27.</p> <p>b) Consultations</p> <p>PAP/2015/0418, HSBC Bank Plc. 110 Long Street, Atherstone – replacement of external ATM’s and associated works.</p> <p>PAP/2015/0419, listed building consent for above.</p> <p>It was resolved that there was no objection to these applications, proposed Cllr G Davis, seconded Cllr Bishop.</p> <p>PAP/2015/0344, Beech House, Market Street, Atherstone – listed building consent to restore and repair the structure internally and externally. It was resolved that there was no objection to this application, proposed Cllr G Davis, seconded Cllr Gurney.</p> <p>PAP/2015/0284, Post Office Yard, rear of 100 Long Street, Atherstone – conversion of ex telephone exchange into 3 no: one bedroom dwellings. It was resolved to object to this application due to over development of the area, and impact on street scene. The Town Council also supported the objections raised by the Civic Society. Proposed Cllr M Davis, seconded Cllr Gurney.</p> <p>PAP/2015/0285, land rear of 108 Long Street, Atherstone – erection of 2 no: dwellings. It was resolved to object to this application due to over development of the area, and impact on street scene. The Town Council also supported the objections raised by the Civic Society. Proposed Cllr M Davis, seconded Cllr Gurney.</p> <p>PAP/2015/0283, Bank Gardens, rear of 94/96 Long Street, Atherstone – erection of 3 no: dwellings.</p> <p>PAP/2015/0375, listed building application for above.</p> <p>It was resolved to object to these applications due to over development of the area, and impact on street scene. The Town Council also supported the objections raised by the Civic Society. Proposed Cllr M Davis, seconded Cllr Gurney.</p> <p>PAP/2015/0391, Merevale House, Old Watling Street, Atherstone – retrospective application to rebuild boundary wall along Old Watling Street. It was resolved that there was no objection to this application, proposed Cllr G Davis, seconded Cllr Singh.</p> <p>PAP/2015/0379, 30 Margaret Road, Atherstone – retention of boundary wall. It was resolved that there was no objection to this application if acceptable to the neighbours, proposed Cllr Singh, seconded Cllr G Davis.</p> <p>PAP/2015/0360, Warwick House Long Street, Atherstone – change of use from offices to residential 8 flats. – Prior Notification. It was resolved that there was no objection to this application, but noted that</p> <p>P24 07/15</p>		

	<p>there was a discrepancy on drawings 849/30 and 849/31 which both refer to flats 5, 6, 7, & 8. Proposed Cllr Bishop, seconded Cllr M Davis.</p> <p>PAP/2015/0406, 51 Kings Avenue, Atherstone – erection of infill dwelling. It was resolved that there was no objection to this application, if acceptable to County Highways. Proposed Cllr Gurney, seconded Cllr G Davis.</p> <p>PAP/2015/0456, 3M(UK) Ltd. – modifications to improve performance and increase the height of exhaust stacks. It was resolved that there was no objection to this application, proposed Cllr M Davis, seconded Cllr Clews.</p> <p>Warks County Council – applications for advisory disabled parking spaces, numbers 66 & 68 Erdington Road. It was resolved that there were no objections to these applications. Proposed Cllr M Davis, seconded Cllr Singh.</p> <p>c) Decisions PAP/2015/0294, land adjacent 1 Princess Road – granted PAP/2015/0261, 3M UK Ltd. Ratcliffe Road – granted</p> <p>d) Conservation Areas and Listed Buildings None.</p> <p>e) Other Letter from J Brown, notice of installation of BT cabinet, Coleshill Road. Letter from NWBC, change of postal address, The Cottage, 84B Derby Lane, Atherstone, CV9 1FE.</p> <p>f) Licensing Matters None.</p>		
<p>10.</p>	<p>REPORTS</p> <ul style="list-style-type: none"> • The financial reports for June and the First Quarter were circulated, for information only, they would now be sent to the internal auditor. • Clerk’s Report <p>Finding problems getting grounds maintenance done at allotments, Old Allotment Gardens and Breadacres, it was resolved to use NWBC for the rest of the year. Proposed Cllr Singh, seconded Cllr G Davis.</p> <p>The clerk reported that a complaint had been received, from member of public, a child had been injured at St Mary’s Road by screw sticking out of bottom of part of the play equipment. Phone call received approx 5.30pm on Thursday 9/7/15, e-mail received 6.02pm. Clerk attended approx 6.00pm and removed screw. All equipment, on both sites checked by NWBC the following day. Subsequent investigation shows no reason why screw should have been in equipment and no repairs have been done in that area. It was resolved to send a letter of regret to the family, after first obtaining the views of the equipment supplier. Proposed Cllr M Davis, seconded Cllr Singh.</p> <p>The clerk reported that on Tuesday 14th. July, he arrived at the office to find the smoke alarms going off, and the office full of a smell, similar to ammonia. The Fire Service attended and eventually it was found to be cooling fluid leaking from a fridge, this was removed from the office and after some time the alarms stopped.</p> <p>P25 07/15</p>		

	<ul style="list-style-type: none"> • Town Councillor's Reports <p>Cllr Barker spoke about an overgrown hedge in Sheepy Road which was causing traffic visibility problems, it was resolved to write to County Highways. Proposed Cllr Barker, seconded Cllr M Davis. Cllrs Singh and Clews reported attending the Townwatch meeting, there were currently 20 shops, who were members, with some pubs also joining. The next meeting was due for September. Cllr Gurney said that he had attended the Dicken's Night meeting. Cllr G Davis said that she had attended the PPG AGM, and had agreed to carry on as Chair.</p> <p>Cllr M Davis said that he had attended a meeting regarding a sponsored walk, and had met some people who promoted town guides. It was resolved to invite them to talk to the Town Council prior to the next meeting. They would only want the backing of the Council. Proposed Cllr Singh, seconded Cllr G Davis.</p> <p>Cllr M Davis said that there were some clashes arising with meetings at NWBC, it was resolved to find all dates from NWBC and put on the agenda for the next meeting. Proposed Cllr M Davis, seconded Cllr Singh.</p>																				
11.	<p>CEMETERY MATTERS</p> <ul style="list-style-type: none"> • Memorial Applications <table border="0"> <tr> <td>N438 Alice Cadman</td> <td>additional inscription</td> </tr> <tr> <td>A457 Rose Alice Lees</td> <td>headstone</td> </tr> <tr> <td>A460 Bill Dixon</td> <td>headstone</td> </tr> <tr> <td>N357 Downing family</td> <td>headstone</td> </tr> </table> <ul style="list-style-type: none"> • Recent Burials <table border="0"> <tr> <td>Clive Cheshire</td> <td>B220 new triple grave</td> </tr> <tr> <td>Frederick Horton</td> <td>A459 New Ash Plot</td> </tr> <tr> <td>Cynthia May Evans</td> <td>B135 re open for ashes</td> </tr> <tr> <td>Brendan James and Cora Joan Sweet (Twin babies)</td> <td>B212 New triple grave</td> </tr> <tr> <td>Frederick Kenneth David Green</td> <td>A286 re- open for ashes</td> </tr> </table> <p>The clerk reported that the dispute over placing of flowers on the Eaton grave is still ongoing, with the police still involved.</p>	N438 Alice Cadman	additional inscription	A457 Rose Alice Lees	headstone	A460 Bill Dixon	headstone	N357 Downing family	headstone	Clive Cheshire	B220 new triple grave	Frederick Horton	A459 New Ash Plot	Cynthia May Evans	B135 re open for ashes	Brendan James and Cora Joan Sweet (Twin babies)	B212 New triple grave	Frederick Kenneth David Green	A286 re- open for ashes		
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12.	<p>ALLOTMENT MATTERS</p> <p>The clerk reported that judging took place Tuesday 21st. July. Cllr Clews said that as the two sites were totally different, the committee would like to award separate prizes for each site, it was resolved to approve this recommendation and double the budget for the prizes. Proposed Cllr Barnard, seconded Cllr Bishop. Winners to be informed and prizes to be presented at the Town Council meeting of 23th. September.</p> <p>Letter from tenant at Merevale circulated, regarding disputes over locking of gate. It was confirmed that when the repair to the gate was complete warning notices would be displayed.</p>																				
13.	<p>NEIGHBOURHOOD PLAN</p> <p>List of Recommendations arising from the discussions that took place: (NP: Neighbourhood Plan)</p> <ol style="list-style-type: none"> 1. Recommend engaging an external NP consultant. 2. Recommend asking Hartshill and Mancetter Parish Councils for contact details of their consultants. <p>P26 07/15</p>																				

	<p>3. Recommend inviting Dorothy Barratt from NWBC to come along to talk about NP to a working group/ in advance of a full council meeting.</p> <p>4. Recommend making an initial expression of interest in doing a NP.</p> <p>5. Recommend asking what is the method of identifying the levy, when it starts, how it is imposed and the criteria for payment.</p> <p>6. Recommend gathering existing paperwork / studies: Conservation Area Document Core Strategy October 2014 (Extracts for Atherstone) Footpaths and Rights of Way (WCC) Civic Society (and ask them to attend a working group for further discussions)</p> <p>It was resolved to approve the recommendations, proposed Cllr Singh, seconded Cllr M Davis.</p>		
14.	<p>MARKET SQUARE This item was brought forward in the meeting, and discussed earlier.</p>		
15.	<p>A5 CONTACT GROUP The clerk circulated a report from the meeting held with Highways England who had presented a plan of Mancetter Island showing proposals for road markings and signage. This is a short term measures and does not include the possibility of dualling. It was suggested that the priority could be changed whereby eastbound traffic, turning right to Harpers Lane/Atherstone should not give way to the westbound lanes, making the island a full roundabout. This would also have the effect of slowing westbound traffic and prevent tailbacks round the outside lane of the island of the traffic turning right. Highways England said that part A, the signage and marking should continue directly, and the give way priority became part B, with a safety audit/study carried out, including cyclists and pedestrians.</p>		
16.	<p>FRIARS GATE/HOLTE ROAD It was agreed to move this item to Private & Confidential</p>		
17.	<p>ARCADE SHOPS Correspondence item 5 from Full Council 17.6.15 from Mr D Pickard had been referred to the working group and a further copy was circulated at the meeting. Clerk to send reply.</p> <ol style="list-style-type: none"> 1. Recommend commissioning the architect to look at a “cosmetic makeover” of the downstairs areas. 2. Recommend considering the use of the upstairs and the opportunities available. A draft outline to be drawn up. 3. Invite the architect to a working group to be briefed on recommendations 1 and 2 above. <p>It was resolved to approve the recommendations, proposed Cllr Barker, seconded Cllr Singh.</p> <p>E-mail received from the tenant of unit 4, request to rent offices upstairs. It was agreed that nothing would be let upstairs at present, and nothing considered until discussions had taken place with the architect.</p> <p>E-mail received from the tenant of unit 5, clerk to discuss electrical works with contractor, and to reply that the Council will be discussing work in the Arcade with the architect.</p> <p>P27 07/15</p>		

18.	<p>CCTV MATTERS It was resolved to move this item to Private & Confidential, and for any time it appeared in an agenda. Proposed Cllr G Davis, seconded Cllr M Davis.</p>		
	<p>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.</p>		
16.	<p>FRIARS GATE/HOLTE ROAD The clerk circulated a report from the multi-agency meeting. It was resolved that costs be obtained to provide a temporary fixing and electrical supply at the rear of the church, this would include infra-red lights which were available from ATC. Listed building consent would be necessary. Signs should be erected at each end of the walkway and publicised as much as possible. Clerk to look for any offers regarding new cameras, and present costs to the Council. Proposed Cllr M Davis, seconded Cllr Singh.</p>		
18.	<p>CCTV MATTERS The clerk presented a report from the Partnership meeting, this was discussed. It was resolved to accept an offer from Quadrant to extend the maintenance contract for a further 2 years, and to set out a long term plan for future development of the system with all partners, and to involve Quadrant for discussions of the requirements. Proposed Cllr M Davis, seconded Cllr Barnard.</p>		
19.	<p>QUOTATIONS RECEIVED Install bench in Long Street, quote received from contractor recommended by Streetscape. It was resolved to accept this quote, proposed Cllr Singh, seconded Cllr Clews. Canopy fixings in Market Square, quote received from contractor, it was resolved to accept this quote, proposed Cllr Singh, seconded Cllr Bishop.</p>		
	<p>The meeting closed at 9.45pm.</p>		

Signed Chairman of Atherstone Town Council