

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 4 <sup>th</sup> . March 2009 7.20pm
IN ATTENDANCE	Town Councillors Clews, Wright, M Davis, Chambers, Barker, Jarvis, G Davis, Peat, Shaw, Vickers, Sweet, Macchi, Singh County Cllr Grant Mr Reynolds, Mrs Wrigley, Mrs Clay, Mr M Hopkins, Mr P Bowley
APOLOGIES	Cllrs Freer. Borough Cllrs Dirveiks, Pickard
CHAIRMAN	Cllr G Davis
CLERK	Mr Graham Day

Item		Actions	Notes
1.	<b>APOLOGIES</b> As listed above. It was resolved to accept the Town Councillor's apology as offered. Proposed Cllr Barker Seconded Cllr Peat		
2.	<b>DECLARATIONS OF INTEREST</b> To be taken as and when.		
3.	<b>REPORTS FROM BOROUGH AND COUNTY COUNCILLORS</b> E-mail received from Borough Councillor Pickard, this was noted. Report brought to the meeting by County Councillor Grant, the subject of VAS signs was referred to Contracts. A discussion took place on the Area Forum East 'Pledge', Cllr M Davis reported that the Forum did have some money available. Cllr Jarvis noted that the Chamber of Trade should also be involved in these activities. The clerk reported that no response had been received from County Councillor Forwood.		
4.	<b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 18<sup>th</sup>. February 2009</b> It was resolved to accept the minutes as a true and accurate record. Proposed Cllr Barker Seconded Cllr Clews		
5.	<b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 18<sup>th</sup>. February 2009.</b> Item 4, P76 Checked by Cllr Peat, OK. Alethea Wilson asked for details. Item 7, PAP/2008/0693, response received from C Nash see correspondence. Licensing, reply received from P Wortley, see Market Square. Item 8 c) Reply received from Piecemaster, Westwood Road play area gate to be locked. Item 8 f) Reply received from County see correspondence <b>P83 03/09</b>	Done	

6.	<p><b>COUNCILLOR VACANCY(CO-OPTION)</b>  3 Applications were received for co-option, a vote took place listed as below;  M Hopkins 7 votes  P Bowley 6 votes  J Nakielski 0 votes  Mr M Hopkins, having an overall majority was co-opted on to the Council.  Mr Hopkins signed his acceptance of office form and took his place at the meeting.</p>	Done	
7.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE.</b>  Cheques 104759 and 104760 were listed for ratification only. It was resolved that the list be accepted and the cheques signed. Proposed Cllr Wright, seconded Cllr Peat.  Cllr Jarvis declared an interest in cheque 104770, Cllr Barker declared an interest in cheque 104767.</p>		
8.	<p><b>CORRESPONDENCE RECEIVED</b>  1. Moved to Market Square  6. Mayor to attend  7. Cllr Clews declared an interest, clerk to request copy of accounts and to invite Chairman and Secretary to meet the Council. Proposed Cllr Barker, seconded Cllr M Davis. Item moved to Policy.  It was resolved to send a copy of the 'disclaimer' notice to WALC for legal opinion. Proposed Cllr Shaw, seconded Cllr Singh.  19. It was agreed to renew the contract to empty the dog bins.  20. Moved to Staffing Matters.  21. It was resolved to ask for a site meeting. Proposed Cllr Barker, seconded Cllr Shaw.  22. Moved to Policy  24. Moved to Cemetery Matters.  E3. To write in requesting funding.  E8. Moved to Policy  E12. Detail of link to be circulated, meeting to be arranged 25<sup>th</sup>. March.  E54. It was resolved to carry out the annual play area inspections through NWBC. Proposed Cllr Barker, seconded Cllr Clews.  E60. It was reported by Cllr Jarvis that NWBC had now changed the design of the fence and gates so that the carnival and funfair could now take place.  E65. It was agreed to obtain a quote from Willets for Contracts.</p>	<p>Done   Done   Done           Done           In hand</p>	
9.	<p><b>CORRESPONDENCE ISSUED</b>  Filed in office.  Cllr Wright left the meeting at 8.15pm.</p>		
10.	<p><b>REPORTS.</b></p> <ul style="list-style-type: none"> <li>• Financial, actual spend against budget presented up to the end of February. The Chairman thanked the clerk for the presentation of these figures.</li> <li>• Clerk, nothing to report</li> <li>• Representatives</li> </ul> <p>Cllr Peat reported that there was still 1 vacancy at Gramer Cottages.</p> <p style="text-align: center;"><b>P84 03/09</b></p>		

	<p>Cllr Jarvis reported that he had been to the Patients Participation Group meeting and had raised the subject of CCTV for the surgery and St Mary's Road play area</p> <p>Cllr Jarvis reported that he had attended a meeting of the Chamber of Trade and looked forward to more involvement between the Chamber and the Council in future.</p>		
11.	<p><b>MEETING MINUTES, AMENDMENT TO STANDING ORDERS.</b></p> <p>A draft of an amendment to Standing Orders was presented by the clerk, regarding the approval of meeting minutes. It was resolved to accept the amendment, proposed Cllr M Davis, seconded Cllr Barker.</p>	In hand	
12.	<p><b>ANNUAL DINNER, ARRANGEMENTS</b></p> <p>Cllr G Davis reported that she was sorting out the running order.</p>		
13.	<p><b>CARNIVAL DAY, FUNFAIR</b></p> <p>This item dealt with in Correspondence.</p>		
14.	<p><b>CEMETERY MATTERS.</b></p> <p>The clerk presented a draft of the Cemetery Regulations from the recent working group meeting, this was discussed and subject to small alterations was accepted, proposed Cllr Clews, seconded Cllr Shaw</p> <p>It was resolved to contact WALC to ask what could be done from the Town Council for enforcement of the Cemetery bye-laws. Proposed Cllr Shaw, seconded Cllr Macchi.</p> <p>The clerk reported that the recent damage to the toilet had been reported to the Police and had a crime and incident number.</p> <p>It was resolved that the Friends of Atherstone Cemetery could clean up the inside of the shelter, proposed Cllr Clews, seconded Cllr Macchi.</p> <p>It was agreed that the old toilets and the area in front could be used as a storage area, quotes to be obtained to erect a fence and gates for this area.</p> <p>Harvey Pointon to be asked to quote for repair of the disabled rails.</p> <p>It was resolved to purchase barriers recommended by Cllr Jarvis to be used around open graves prior to interment, proposed Cllr Shaw, seconded Cllr Vickers.</p> <p>It was resolved to reply to NAMM regarding Abbey Memorials regarding the first stage warning and the recent letter from Mr Hiatt, proposed Cllr Macchi, seconded Cllr Peat.</p> <p>The clerk reported that he had received many reports that the cemetery gates were still not being locked on time, if at all, as they had been seen still open just before midnight. It was agreed to write to the gatekeeper and instruct him stop immediately and to advertise for someone new to carry out this task. Cllr Peat volunteered to do this for the time being.</p> <p>It was agreed to obtain alternative quotes for the waste skip as the cost had increased, also the appearance of the skip itself was not fitting for a cemetery.</p>	<p>In hand</p> <p>In hand</p> <p>In hand</p> <p>In hand</p> <p>Done</p> <p>Done</p>	
15.	<p><b>ALLOTMENT MATTERS</b></p> <p>The clerk presented a balance sheet for the current year detailing both sites.</p>		

	<p>It was reported that Mr Barnes, plot 7 at Merevale had stated an interest in taking over plot 6 if the present tenant gave it up and would be willing to clean the debris from the plot. To be discussed at later date.</p> <p>The clerk presented a list of recommendations from the allotment working group which were accepted with some amendments;</p> <ol style="list-style-type: none"> <li>1) Probation Service to be asked to clear identified areas at both sites. Proposed Cllr Jarvis, seconded Cllr Peat</li> <li>2) Canal Park area, quotes to be obtained for 'topping' Probation Service also to be asked. Proposed Cllr M Davis, seconded Cllr Chambers. Cllr Singh abstained.</li> <li>3) 2<sup>nd</sup>. warning to be given to Mr Wingfield, plot 24 Merevale regarding abusive sign. This was agreed.</li> <li>4) Mr Gillet to weld security gate at Merevale to cover foothold where people are climbing over. Quote to be obtained to extend fence over edge of canal. Proposed Cllr Barker, seconded Cllr Clews.</li> <li>5) Clerk to check boundaries of plot 42 at Merevale with P Collins. This was agreed.</li> <li>6) Clear back third of plot 6 at Gypsy Lane. Probation Service to be asked.</li> <li>7) After a lengthy discussion it was resolved to increase rents by 5% across both sites, with review next year to be based on actual plot sizes. Proposed Cllr Jarvis, seconded Cllr Peat. Cllrs Clews, Shaw and Barker abstained.</li> </ol> <p>It was agreed that Cllr Vickers would join the allotment group. It was agreed to move the letter from Smiths Gore regarding purchase to Policy. Cllr Barker left the meeting at 9.20pm.</p>	<p>In hand</p> <p>In hand</p> <p>Done</p> <p>In hand In hand</p> <p>In hand</p> <p>Done</p>	
<p>16.</p>	<p><b>OPEN SPACES / PLAY AREAS</b></p> <p>The clerk reported a quote received from Atherstone Landscapes to repair the gate on the football compound at Westwood Road, this was accepted, proposed Cllr M Davis, seconded Cllr Singh. Cllr Clews volunteered to be keyholder for the gate at Westwood Road.</p>	<p>In hand</p>	
<p>20.</p>	<p><b>FLORAL DISPLAYS</b></p> <p>A discussion took place on recommendations from the Floral Group. It was agreed to obtain quotes for summer plants from Grendon Farmshop and Hours of Flowers. Quotes to be obtained for Watering schedule from Mr Goldby, Farmshop, Atherstone Landscapes, Gorrington and DTE, also separate quotes for summer planting. The Volunteers and Girl Guides also to be approached regarding summer planting.</p>	<p>Done</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 (namely the details of the terms of contracts for the supply of goods and 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.</b></p> <p style="text-align: center;"><b>P86 03/09</b></p>		

17.	<p><b>MARKET SQUARE</b></p> <p>The clerk reported that advice from WALC and verbally from the Heritage Lottery Fund stated that owning the freehold or having a long lease made no difference to obtaining funding.</p> <p>After some discussion it was resolved to send this information to John Bird and ask for a 99 year lease. Proposed Cllr Jarvis, seconded Cllr Singh. Cllrs Clews and Macchi abstained.</p> <p>It was agreed to ask for a meeting to discuss lease details.</p>	Done  Done	
18.	<p><b>CCTV</b></p> <p>Cllr M Davis gave a report from the recent partnership meeting.</p> <p>The clerk read out an e-mail from G McGenity Thomas requesting a meeting with Cllrs M Davis and Barker on 20<sup>th</sup>. March at 11.00am at ATC offices to agree the final spec tender for the control center. Clerk to confirm the meeting.</p>		
19.	<p><b>STAFFING MATTERS</b></p> <p>Item 20 from correspondence, notice of increased contributions to WCC pension fund.</p> <p>The clerk reported that there were places available on the cemetery management course 'Grave Matters' on 11<sup>th</sup> March. It was agreed that both clerks would attend and the office would be closed for that day.</p> <p>The Chairman reported that the clerks would now close the office gates and lock the door after public hours while the present workload existed.</p> <p>Cllr Shaw left the meeting at 9.56pm.</p>	Done In hand	
21.	<p><b>ACCOMMODATION</b></p> <p>The clerk presented 2 quotations for survey and valuation of the property, subject to clarification regarding the survey in one of the quotations it was agreed to instruct both companies to carry out the work asap.</p>	Done	
	The meeting closed at 10.05pm.		

Signed .....

Chairman of Atherstone Town Council.