

## 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 5 <sup>th</sup> March 2014 start 7.00 pm
IN ATTENDANCE	Town Councillors: Shaw, Clews, Jarvis, R Freer, L Freer, Barnard, Pickard, Wright, Barker. Public: Mrs Clay, Borough Cllr: L Dirveiks Borough and County Cllr: N Dirveiks
APOLOGIES	Town Cllrs: Singh, McElhone, Clark, G Davis, M Davis Borough & County Cllr: McLauchlan
CHAIRMAN	Cllr Barker
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	<b>APOLOGIES</b> It was resolved to accept the Town Council apologies, proposed Cllr Shaw, seconded Cllr Wright.		
2.	<b>DECLARATIONS OF INTEREST &amp; DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTEREST</b> To be taken as and when.		
3.	<b>PUBLIC SESSION</b> Mrs Clay reported that people around the town have heard that a toilet is being installed in the Arcade and they want to know if they will be able to use it. Cllr L Freer said that the decision about a toilet had not been made. Cllr Shaw pointed out that there is a plan on display in one of the units and it was agreed to take the plan down. Cllr R Freer thanked Christine Shaw for helping at the Arcade open evening and to Cllr Singh for providing the refreshments. Cllr R Freer asked why there was no clerk present. The Deputy Clerk reported that the Clerk was on annual leave at the time and she had informed the Clerk, when told of the event, that she would not be available on the evening in question. Cllr R Freer wished to know why Council were not told the Clerks were unavailable. Cllr R Freer asked why the Precept 2014/2015 was listed on the agenda under private and confidential agenda item 17. <b>It was resolved to move this item out of private and confidential Proposed Cllr R Freer Seconded Cllr Pickard.</b> Cllr Barnard reported that the floral display near the telephone box on Long Street had been damaged during the Ball Game and that the police had stood by and taken no action.  <b>P133 03/1</b>		

4.	<p><b>REPORTS FROM POLICE, BOROUGH AND COUNTY COUNCILLORS</b></p> <p>A report from Cllrs L Dirveiks and N Dirveiks was circulated at the meeting along with a response on behalf of County Cllr McLauchlan. Cllr N Dirveiks commented that at the last meeting it was wrong to think that he was “going after” Cllr Shaw personally for the lack of action regarding Innage Terrace – in fact the lighting question on Innage Terrace goes back many years and many previous County Councillors. Cllr R Freer said that there should be a liaison with Warwickshire County Council to use resources to affect adequate lighting and better pavement conditions. Cllr Shaw said as it was a footway Cllr N Dirveiks should ask for it to be put right. Cllr Wright said that as it is an un-adopted area the responsibility lies with the residents and a note of caution should be taken – if work was carried out here it would potentially have to be done for all others such areas.</p> <p><b>It was resolved to ask Cllr N Dirveiks to investigate what needed doing to bring Innage Terrace to a satisfactory condition.</b></p> <p><b>Proposed Cllr R Freer seconded Cllr L Freer.</b></p> <p>Cllr N Dirveiks said he was happy to take this verbal instruction from the meeting and there was no need to write to hm.</p> <p>Cllr R Freer said that he had sent in a report to the Town Council following his recent attendance at the Unitary Authority Debate but that it had not been circulated by the Clerk. He asked if Borough Councillors had been given a directive not to attend the meeting. Those present said they had not been invited and Cllr N Dirveiks said that he had not been directed regarding attendance.</p> <p><b>It was resolved to write and ask what the Police were doing when the floral display was being damaged during the Ball Game – the request to be copied to the Ball Game Committee, the Police Commander, PC Carter and Sgt Fildes.</b></p> <p><b>Proposed Cllr L Freer Seconded Cllr Barnard</b></p> <p>It was agreed to include in the letter to the Ball Game Committee that next year the planters will be moved prior to the Ball Game and the cost will be deducted from the Town Council’s donation to the Ball Game. The letter/s once drafted would be emailed around to councillors and once approved would be sent out.</p> <p>Mrs Clay and Cllrs N and L Dirveiks left the meeting.</p>		
5.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 19<sup>th</sup> February 2014</b></p> <p><b>It was resolved to approve the minutes subject to amendments as follows:</b>P128 02/14 add in “ <i>The ticket machine had been subjected to vandalism and that was why it was not working</i>”</p> <p><b>P132 02/14 Item 17: add in after Council to carry out an appraisal during this period “Cllr Pickard was to co-ordinate this”</b></p> <p><b>Proposed Cllr Shaw, seconded Cllr Wright</b></p>		
6.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 19<sup>th</sup> February 2014.</b></p> <p>The clerk updated the annotated minutes and reported the following:</p> <p>P129 02/ 14</p>		

Age UK: email now sent awaiting reply.

**P134 03/14**

WRCI Partnership Meeting: date preferred is Wednesday 19<sup>th</sup> March before the next Town Council Meeting. It was agreed to hold the meeting at 6.15pm prior to the Town Council meeting.

Roof Repairs: The Clerk reported that the contractors had liaised with County Council and been advised that if they use tower scaffolding and crawler ladders within the boundary of the building and do not go onto pathways then a scaffolding permit is not required. They therefore propose putting a tower inside the gated yard on Sunday 9<sup>th</sup> March and carrying out the work accordingly. It was agreed to leave a decision on this until the next meeting when the Clerk was back off leave.

County Council street lighting times: email now sent awaiting reply.

**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, action to be taken in connection of the prevention of 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 Shaw Seconded Cllr L Freer**

OSCA: advice had been received from WALC and it was circulated to the meeting.

**It was resolved to wait until Steve Maxey had spoken with OSCA  
Proposed Cllr L Freer seconded Cllr R Freer**

**It was resolved that the meeting was no longer in private session.  
Proposed Cllr Shaw seconded Cllr Clews**

Police Commissioners Grant Scheme: it was reported that an application had been sent for re-deployable camera (Townwatch not eligible).

**P130 02/14**

Pop up Market Stalls: email sent to NABMA. A reply had been received and was circulated to the meeting. It was agreed to follow up this advice. In addition it was reported that Steve Maxey may be approaching the Town Council regarding use of the Portas money which may be used as a proportion of the cost of this item, subject to them then being used as a shared community resource.

**P131 02/14**

Councils selling electricity: email response sent to WALC.

WCR250 Meeting: email sent to NWBC awaiting reply.

	<p><b>P135 03/14</b></p> <p>P132 02/14 Cllr Pickard reported that meetings had commenced regarding the work load appraisal and that it would require some time spent with the clerks. A report will come back to full council after the Annual Meeting.</p>		
7.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b> A list of cheques was presented, numbers 106475 to 106487. It was resolved to approve, and sign, the cheques as listed, proposed Cllr Shaw, seconded Cllr Wright <i>List of cheques over £500</i> <i>Salaries (2 cheques) £2,473.13</i> <i>Warks County Council, pensions £822.64</i></p> <p>The clerk reported that since the water meter had been changed a new water bill of -£4.26 had been issued to replace the one that was over £1000.</p>		
8.	<p><b>CORRESPONDENCE RECEIVED</b> Item 5: St Benedict's School request for funding. Cllrs L and R Freer declared an interest and asked for dispensation on this item of correspondence. This was agreed. <b>It was resolved to donate £500.</b> <b>Proposed Cllr Shaw seconded Cllr Wright</b> Cllr Pickard left the meeting at 7.45pm E13: Arcade Tenants <b>It was resolved to write to the tenants of the Arcade as a follow up to previous correspondence and say that the Town Council would like a meeting in the Arcade with tenants. The clerk to draft a letter and circulate it to members for approval before issuing it.</b> <b>Proposed Cllr R Freer seconded Cllr Wright</b></p>		
9.	<b>CORRESPONDENCE ISSUED (available in office)</b>		
10.	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Lists</b> - List 6</p> <p>b) <b>Consultations</b> Nothing to report</p> <p>c) <b>Decisions</b> Nothing to report</p> <p>d) <b>Conservation Areas and Listed Buildings</b> Nothing to report. Noted</p> <p>e) <b>Other</b></p> <p>i) <b>NWBC: Land at Former Police Station – street names (copy in pack)</b> Noted</p> <p>ii) <b>HBBC: Site Allocations Pre Submission (copy in pack)</b> Correspondence Item E10. Noted</p> <p>f) <b>Licensing Matters</b></p>		

	Nothing to report		
	<b>P136 03/14</b>		
11.	<p><b>REPORTS</b></p> <p><b>Clerks Report</b> – the Clerk circulated notes at the meeting Cllr Barker declared an interest and asked for a dispensation which was agreed.</p> <p>A number of issues had been reported this week about allotments:</p> <ol style="list-style-type: none"> <li>1) Report of fire alight on Merevale Site yesterday, (fires are banned until October 1<sup>st</sup>). The Deputy Clerk attended and the fire was extinguished by the tenant. The tenant has already given notice they are vacating their plot and they were removing their belongings and tidying the plot. <i>Suggested action: Deputy Clerk to review the condition of the plot prior to it being re-let.</i></li>   <li>2) Plot 9 at Merevale: the tenant reported that the wall at the end of his plot has collapsed in the recent rain / high winds. He was advised by The Deputy Clerk that he should be leaving a three metre gap for his own safety and to allow for maintenance as per his tenancy agreement. <i>Suggested action: report damage to Merevale Estates.</i></li>   <li>3) Mr Perry on Plot 21A wishes to remove a tree as it is shading over his plot. <i>Suggested action: Deputy Clerk to arrange a site visit and bring photographs back to the next meeting.</i></li>   <li>4) Merevale main gate padlock is not working. It is welded to a chain which in turn is welded to the gatepost. Over 70 tenants have a key to the padlock. <i>Suggested action: ask locksmith to see if a repair can be made on site.</i></li>   <li>5) Six tenants on the Merevale site have complained about people driving around the site roadways rendering them rutted and potentially hazardous. <i>Suggested action: replace the padlocks on the bollards with the keys held only by the clerks and two representatives of the association. The keys are not to be released to any individual as it is alleged copies are being cut.</i></li> </ol> <p>It was agreed that the clerk should action these 1-6 items inclusive as listed.</p> <ol style="list-style-type: none"> <li>6) Mr Beckwith at Plot 25 Gypsy Lane has asked for his rent to be halved for the coming year as half his plot cannot be cultivated due to the flooding. It was agreed that the tenant could not be offered a reduction in his rent.</li>   <li>7) Cllr Singh asks that all press releases regarding Atherstone Town Council should be resolved and released to the press by the</li> </ol>		

	<p>clerks. Noted</p> <p><b>P137 03/14</b>  <b>Representative's Reports</b>  Cllr R Freer asked that his report on his attendance at the recent Unitary Authority debate be circulated. The clerk pointed out that the reports were listed on correspondence and had been circulated through the members website area. It was asked that they be re sent directly to councillors.</p> <p><b>It was resolved that a précis of the report (with a link to the full report provided by Cllr R Freer) is issued as a press release.</b>  <b>Proposed Cllr R Freer seconded Cllr Wright</b></p> <p>Cllr R Jarvis reported that he had attended the meeting to discuss plans for the QE School. Nothing had been sent to residents but Cllr Jarvis has now arranged for future correspondence to come to him and he would then forward it on to the Clerk. It was agreed that Cllr Jarvis would send notes to the Clerk which would then be drafted as a press release and circulated to members for approval before issuing it.</p>		
12.	<p><b>MARKET SQUARE</b>  A report from the meeting held on 12<sup>th</sup> February 2014 had been circulated as Correspondence Item E67. This was noted.  Cllr Jarvis raised the question of whether the Town Council could take out a general insurance for the Market Square to cover users putting on events such as Summer in the Square to save them the cost of taking out their own insurance. It was agreed that Cllr Jarvis would write in to the Town Council and then the Town Council would investigate it through their insurers.</p>		
13.	<p><b>ARCADE SHOPS</b>  The clerk reported there was an item to discuss under private and confidential later.</p>		
17.	<p><b>PRECEPT FOR 2014/15 – draft press release</b>  <b>It was resolved not to send the press release as it was already in the public domain.</b>  <b>Proposed Cllr Shaw seconded Cllr R Freer</b></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, action to be taken in connection of the prevention of crime</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 Shaw seconded Cllr Wright</b></p>		
13.	<p><b>ARCADE SHOPS</b>  It was reported that the recent enquiry to take out a lease on unit 7 had been withdrawn. It was agreed not to put the Arcade as an item on every agenda. It was agreed to put up a sign on the unit saying it was Vacant for Rent.</p>		

	<b>P138 03/14</b>		
<b>14.</b>	<b>CORRESPONDENCE RECEIVED (confidential)</b> Nothing to report.		
<b>15.</b>	<b>DOG FOULING</b> It was agreed to congratulate the CCTV team at NWBC in issuing a fine for dog fouling.  The Clerk circulated a letter of complaint received for the location of the new dog bin on Gypsy Lane. It was agreed to reply that the location was identified at the request of residents, allotment tenants and the Allotment Association.		
<b>16.</b>	<b>MEETING WITH NWBC PLAY AREA OFFICERS</b> A further report was circulated from the meeting with NWBC held on 21 <sup>st</sup> February 2014. <b>It was resolved to accept the offer to proceed as outlined in the letter of 28<sup>th</sup> February 2014 with Cllr Clews to lead the project for the Town Council.</b> <b>Proposed Cllr Jarvis seconded Cllr R Freer</b>		
<b>17.</b>	<b>PRECEPT FOR 2014/2015 – draft press release</b> Moved to the public part of the meeting (see above after item 13)		
<b>18.</b>	<b>QUOTATIONS RECEIVED</b> <u>Clearing of Merevale Allotment area:</u> it was agreed not to accept the verbal quotation presented and to arrange a site visit for members and then bring it back to a future meeting.  <u>Shrovetide Tuesday shuttering for Arcade.</u> An invoice was presented for the work carried out to remove the shuttering after the Ball Game on Tuesday. Additional quotations were presented for storing the shutters and for erecting and dismantling them next year. It was agreed to arrange a site visit to see where they could be stored at the Arcade.		
	<b>The meeting closed at 9.10pm</b>		

Signed .....Deputy Chairman of Atherstone Town Council

