

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 5th. February 2014 start 7.00 pm
IN ATTENDANCE	<p>Town Councillors: Shaw, Clark, Clews, Jarvis, Singh, R Freer, L Freer, Barnard, Pickard, McElhone, Wright.</p> <p>Public: Mrs Clay, Mrs Wrigley. Borough Cllr: L Dirveiks County Cllr: N Dirveiks Police: PC Baxter, PCSO Mander</p>
APOLOGIES	<p>Town Cllrs: Peat, G Davis, M Davis, Barnard. Borough & County Cllr: McLauchlan</p>
CHAIRMAN	Cllr Singh
CLERK	Mr G Day

Item		Actions	Notes
1.	<p>APOLOGIES It was resolved to accept the Town Council apologies, proposed Cllr Shaw, seconded Cllr Barker.</p>		
2.	<p>DECLARATIONS OF INTEREST & DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTEREST To be taken as and when.</p>		
3.	<p>PUBLIC SESSION Mrs Clay said that there was a problem behind the Welcome Street flats with anti-social behaviour and broken glass potentially causing damage to cars accessing the garages. PC Baxter said that the police were regularly attending the site. Mrs Clay said that there was a camera by Magna House which did not appear to be working, it was thought that this was private. Mrs Clay said that cars were parking around the Market Square obstructing the access, PC Baxter said that from the Forum, Market Street had been added to the police priorities with parking issues in Long Street. PCSO Mander said that over 60 tickets had been given out recently, regarding parking. These were sent by post. Cllr R Freer said that it would be better to put tickets on offending vehicles so that the public could see action was being taken. PCSO Mander said that it was official policy to only send by post. Cllr L Freer said that the issue could</p> <p>P119 2/14</p>		

	<p>be raised at the Police Commissioner meeting.</p> <p>Cllr Clews asked for feedback on the Townwatch radios. PC Baxter and PCSO Mander said that they were very useful with 23 sets in use at the moment. Cllr Shaw said that one of the retailers had complained that their radio had stopped working.</p> <p>Cllr Jarvis said that the grass verges at Margaret Road had now become very muddy and a potential trip hazard, he had reported this to the County Cllr. County Cllr N Dirveiks said that works were scheduled.</p> <p>Cllr Singh said that a member of the public had that heavy goods vehicles, from the Rowlands Way development were using St Georges Road.</p> <p>Cllr Shaw said that he had heard that the second chance furniture was going to move, the Borough Cllrs said they had not heard of this.</p> <p>Mrs Clay said that there were still problems with the ticket machine at the station.</p> <p>Cllr Singh said that a member of the public had complained about fly tipping behind the Hat & Beaver and a wall in a dangerous condition.</p> <p>Cllr L Dirveiks said that NWBC had been trying to find who owned the land, several of the Town Councillors said they new the owner and would provide the information.</p>		
<p>4.</p>	<p>REPORTS FROM POLICE, BOROUGH AND COUNTY COUNCILLORS</p> <p>PC Baxter said that one of the priorities from the Forum had been maintained as parking, PCSO Mander said that they could now give out tickets for obstruction, Cllr Pickard asked if any notice had been given out, PCSO Mander said that letters had been sent to the shopkeepers and notice put in the Herald. Cllr Shaw said that parking outside The Old Surgery caused problems for lorries turning down Market Street and potential damage to the bollards. Cllr Jarvis said that vans displaying advertising were being parked around the Square for extended periods. PCSO Mander said that there was a group of youths behaving in an anti-social manner, around the town, to which the police had now adopted a zero tolerance approach.</p> <p>Cllr R Freer noted that the police requested a CCTV camera for Welcome Street.</p> <p>Cllrs L & N Dirveiks presented a written report, discussions took place regarding parking bays for Kings Avenue and lighting problems around the town.</p> <p>Cllr Shaw said that he had been asked by a member of the public about Innage Terrace, Cllr N Dirveiks said it was unadopted.</p> <p>Cllr L Dirveiks said that the police had been given another priority which was the increase of graffiti.</p> <p>Cllr R Freer asked about the origin of the town heritage finger signs, Cllr L Dirveiks said it had not been through the Heritage Society.</p>		
<p>5.</p>	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 22nd. January 2014</p> <p>It was resolved to approve the minutes. Proposed Cllr Shaw, seconded Cllr R Freer.</p> <p>P120 2/14</p>		

6.	<p>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 22nd. January 2014.</p> <p>P116, Market improvement, cost for stalls, the clerk reported that he had made contact with the supplier and was waiting for quotes.</p> <p>P116, Fibre optic network the clerk reported that he had not received a reply yet regarding use of the network for other purposes, and would look for an alternative company.</p> <p>The clerk reported that the Deputy Chief Fire Officer had agreed to meet the Council, offering a date of 23rd. April, this was approved, clerk to ask for an evening meeting.</p>		
7.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>Revised list of cheques presented, numbers 106449 to 106465.</p> <p>It was resolved to approve, and sign, the cheques as listed, proposed Cllr Barker, seconded Cllr Shaw.</p> <p><i>List of cheques over £500</i></p> <p><i>Salaries (2 cheques) £2496.88</i></p> <p><i>Warks County Council, pensions £885.07</i></p>		
8.	<p>CORRESPONDENCE RECEIVED</p> <p>E17 WW1 celebrations, it was agreed to add the sponsoring of a pigeon race to the WW1 activities.</p> <p>E25 composting bins. It was agreed to ask if the Partnership Centre could be used, and if so, to request that an event be organised in Atherstone.</p> <p>E46 request for grit bin, in Florence Close, it was resolved to approve this if acceptable to County Highways. Proposed Cllr Barker, seconded Cllr Shaw.</p> <p>E53 County Highways Station Street, County Highways to clean drain by ALDI, it was agreed to ask that the drains by the front door of the Red Lion also needed to be done.</p> <p>E62 Street lighting, it was resolved to ask the County Council what the current policy is regarding switching times.</p> <p>E69 Age UK, fit for the future, it was agreed to write to Age UK.</p> <p>E71 Memorial bench, it was agreed to advise that the costs would have to include VAT and that it would have to be ordered directly by the correspondent.</p> <p>Cllr Shaw asked that County Highways be advised that recent work carried out by British Telecom, near the benches outside St Mary's Church had been badly finished off when the slabs were re-laid.</p>		
9.	<p>CORRESPONDENCE ISSUED (available in office)</p>		
10.	<p>PLANNING MATTERS</p> <p>a) Planning Lists – 1, 2</p> <p>b) Consultations</p> <p>PAP/2014/0025, ALDI Foodstore, Holly Lane, Atherstone</p> <p>Extension of existing concrete hardstanding area.</p> <p>It was resolved to object to this application and to state that the surface should be of a permeable material with adequate drainage into ground holding storage tanks. Proposed Cllr Barker, seconded Cllr Jarvis.</p> <p>P121 2/14</p>		

	<p>Warwickshire County Highways – application for advisory disabled parking space, 56 Stafford Street. There was no objection to this application. Proposed Cllr Jarvis, seconded Cllr Barker.</p> <p>c) Decisions PAP/2013/0571, 3 River Drive, replacement conservatory – development can proceed.</p> <p>d) Conservation Areas and Listed Buildings None.</p> <p>e) Other None.</p> <p>f) Licensing Matters None.</p>		
11.	<p>REPORTS</p> <p>Financial Report The clerk presented a copy of the budget report and bank reconciliation for January, for information only.</p> <p>Clerks Report The clerk reported that the water meter had been changed and was showing much reduced readings.</p> <p>The clerk reported that next Wednesday is the EGM with OSCA, so the project meeting would have to be cancelled. Next date is March 12th. 7.00pm.</p> <p>Representative’s Reports Cllr L Freer commented that the Atherstone Hunt had been mentioned in a recent television programme about WW1, clerk to get copy of photograph. Cllr Jarvis reported that a presentation had been done at the recent Forum about the rebuilding of QE School, he stated that he was concerned about the feasibility of some of the proposals. Cllr Clews stated that the old building would be demolished for parking and housing and that the new facilities would be available to the public such as the theatre. It was resolved to write to County Education to request details of proposed plans and intentions for consultations, proposed Cllr R Freer, seconded Cllr Shaw. Cllr R Freer spoke about the police policy of issuing parking tickets by post and not displaying anything on the cars themselves. It was resolved to write and ask the Chief Constable, proposed Cllr R Freer, seconded Cllr Barker. Cllr Shaw said that he would be attending the WCR250 meeting in Coventry. Cllr Barker said that he had sent in details of a London Midland fare offer. Cllr Jarvis asked that the issue of decriminalisation of parking be added to a future agenda.</p> <p>P122 2/14</p>		

<p>12.</p>	<p>MARKET SQUARE The clerk reported that the partnership meeting had been arranged for Wednesday 12th. February at 11.00am</p> <p>The clerk reported that the draft licence application had now been returned from NWBC.</p>		
<p>13.</p>	<p>ARCADE SHOPS It was agreed that consultations letters should be sent to all the tenants asking about their requirements and future intentions and if they were registered for VAT.</p> <p>The clerk reported that the Council could not claim back VAT on any expenditure at the Arcade as they do not charge any to the tenants. He said that he would have to alter the finance sheets and cheque lists to itemise reclaimable and non-reclaimable VAT.</p> <p>Cllr Wright asked that future daytime working groups should start early eg. 9.00am, this was agreed.</p> <p>Recommendations:-</p> <ol style="list-style-type: none"> 1. Adopt an overview of the building whereby the upstairs is for adaptable use incorporating the Town Council. 2. Arrange a site visit to the Arcade for all councillors and invite Bill Cullen and Paul Bowley. <p>It was agreed to choose Sunday 16th. February at 11.00am.</p> <ol style="list-style-type: none"> 3. Arrange another visit to the Atkins Building for all councillors and clerks and invite Paul Bowley. 4. Draft a letter to those who previously expressed an interest in use of the building and invite them to a meeting in the Arcade with light refreshments to look at the premises. <p>It was agreed to choose Thursday 27th. February at 6.30pm.</p> <ol style="list-style-type: none"> 5. Investigate potential consultants / project managers 6. Take legal advice on moving a tenant from upstairs to downstairs. <p>It was agreed to ask Rachel Taylor to the next working group.</p> <ol style="list-style-type: none"> 7. The Arcade working group to meet every 2 to 3 weeks in the day-time, open to all councillors. <p>Cllr Barker said that the original concrete slab, under the building had been built by a company called Farebrothers of Lichfield, Cllr McElhone said that the company no longer existed but had been taken over by another company who should still hold their records.</p> <p>P123 2/14</p>		

	<p>It was agreed that another local architect, Mr Ian Ritchie, would also be asked to view the Arcade and the Atkins Building at a later date.</p> <p>It was resolved to approve the recommendations, proposed Cllr Shaw, seconded Cllr R Freer.</p>		
14.	<p>DEVELOPMENT AT HOLLY LANE</p> <p>It was resolved to invite the pressure group to send 3 representatives to meet the Town Council, and supply any information, proposed Cllr R Freer, seconded Cllr Wright.</p>		
15.	<p>BUDGET FOR 2014/2015</p> <p>The clerk presented the second budget draft from the working group to the meeting. It was resolved to add in the balance of the support grant overpayment (from 2013-14) into expenditure and to offset this by taking it out of the Council general reserves. It was agreed that the clerk should round of the precept figure to £149,270.00 and circulate to all Cllrs. It was resolved to approve the budget, proposed Cllr Pickard, seconded Cllr Clark.</p> <p>Press release to be prepared.</p> <p>ADDITIONAL RECOMMENDATIONS FROM BUDGET SETTING WORKING GROUP HELP ON 29TH JANUARY 2014</p> <p>1 Ask NWBC if they have surplus office furniture</p> <p>2 Canal Park area – follow up with Canal and River Trust as a potential picnic area</p> <p>3 Retail Radio – confirm length of Servicom Contract and ask for feedback (started Jan 13)</p> <p>4 Bank Interest – investigate rates other banks can offer, Lloyds, Barclays. Ask HSBC for interest rate review, ask WALC for advice recommendations</p> <p>It was resolved to approve the above recommendations, proposed Cllr Shaw, seconded Cllr Wright.</p>		
16.	<p>PRECEPT FOR 2014/2015</p> <p>It was resolved that the precept requirement would be a total of £149,270.00 to be paid in two installments of £74,635 on 30th. April and 30th. September 2014, in addition to the support grant of £24,704. Proposed Cllr Shaw, seconded Cllr Clews.</p>		
17.	<p>LIGHTING FOR ST.MARY'S CHURCH</p> <p>The report received from Diocese electrical advisor was discussed, it was resolved to engage Mr P Parker to replace the 5 lights in front of the side of the church facing the Market Square, but no wire guards to be fitted due to grounds maintenance activities. Town Council would take responsibility for future maintenance. Proposed Cllr Wright, seconded Cllr Clark.</p> <p>P124 2/14</p>		

18.	<p>UPDATE EMERGENCY PLAN. It was agreed to circulate the plan to all Cllrs again and finalise any changes at the next meeting. Clerk to ask if sand supplies were available at a local supplier.</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 (<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.</p>		
19.	<p>CORRESPONDENCE RECEIVED (confidential) E78. Reply received from NWBC regarding problems with licences for the use of the Airwaves radio. This was noted.</p>		
20.	<p>QUOTATIONS RECEIVED Floral displays for 2014/2015. Smithy Farm Shop. Quote as per last year plus addition of War Memorial and £6 per watering visit, it was resolved to extend the existing contract, proposed Cllr Clews, seconded Cllr R Freer.</p> <p>Repair to office roof 2 quotes received, £1350 and £830, plus £100 for scaffolding permit. It was resolved to award the job to Mr D Piper. Proposed Cllr Shaw, seconded Cllr Clark.</p> <p>Ball Game road closures Quote received from HTM Traffic management Total £974 (equipment + marshalls) + VAT. It was resolved to place the order, Proposed Cllr Shaw, seconded Cllr L Freer.</p>		
	<p>The meeting closed at 9.30pm</p>		

Signed Chairman of Atherstone Town Council