

ATHERSTONE TOWN COUNCIL

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

DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 11 th February 2009 7.15pm
IN ATTENDANCE	Town Councillors: Jarvis, Vickers, Chambers, Shaw, Wright, Freer, Clews and Singh Public: Mr Hopkins
APOLOGIES	Councillors M Davis, G Davis, Peat, Macchi
CHAIRMAN	Cllr Jarvis
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	APOLOGIES As listed above. It was resolved to accept the apologies as offered. Proposed Cllr Freer, Seconded Cllr Shaw		
2.	DECLARATIONS OF INTEREST To be taken as and when.		
3.	TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETINGS OF 4th February 2009 Cllr Shaw declared an interest in P72 Item 13. It was resolved to accept the minutes as a true and accurate record subject to the amendment noted by the clerk. Proposed Cllr Shaw Seconded Cllr Freer		
4.	MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETINGS OF 4th February 2009. P69: Sheepy Road resident's meeting – the clerk reported that a new date had now been arranged of 3 rd April 2009, 7.30pm at Bracebridge Court. P70: Church Walk grit bin – the clerk reported that a response had been received and was listed later on correspondence. P70: Reports – Arden Trail, Cllr Wright had received a report on email about the funding for work to the towpath. The report was to be emailed on to the clerk who would list it on correspondence for discussion at a future meeting. P71: Item 16 – the clerk reported the advice about minutes from WALC had arrived and would be considered at the next meeting on 18 th February. P72: Accommodation – the clerk reported that the WALC advice had arrived and would be considered in private session later in the meeting.		
5.	CORRESPONDENCE RECEIVED Item 1: P35 Annual return to be referred to Vaughan Davies. Item 6: Mayoral invitation from Alcester Town Council to be referred to Cllr G Davis. Item 7: Cllr Jarvis to attend Ball Game Luncheon in the absence of the Mayor. The clerk was asked to request that Ball Game marshals are		

	<p>positioned near the floral planters to avoid damage to them. Item E1: VAS signs for Witherley Road – it was agreed to ask for a specification of the proposed signage. Item E4: Community projects wanted – it was agreed to discuss this at the floral group meeting. Item E12: Managing risk in burial grounds – it was agreed to move this to the working group on 25th February. Item E14: WALC advice on accommodation to be discussed later in agenda item 8 (c). Item E16: Meeting with William Brown, it was agreed that due to recent developments this meeting was no longer required. Item E17: It was agreed to re-send the original email about the gulleys on the market square. Item E24: The clerk confirmed the meeting with John Bird had been arranged for Wednesday 25th February at 6.30pm at the Town Council. Item E25: Church Walk grit bin – a response from Sue Homer was circulated. It was agreed to write again stating that the grit bin in question was positioned at the Convent Lane junction with Church Walk. It had been damaged some time ago and removed but not replaced. There was an identified risk with the hill at Convent Lane and it needed replacing.</p>		
6.	<p>PLANNING MATTERS</p> <p>a) Planning Lists – 2,3,4 and 5 were noted.</p> <p>b) Consultations</p> <p>PAP/2009/0016 Holmeville House, Long Street Re-consultation: alterations to existing dressing room/rest room to ornamental display area. There was no objection.</p> <p>FAP/2003/8642 85/85A, Long Street, Atherstone Re-consultation: New retail unit with Flat over and conversion of upper floors to two one bed flats There was no objection.</p> <p>PAP/2008/0674 7 Slacks Avenue Re-consultation: change of use of land into garden curtilage, erection of garage building and off road parking bays. It was resolved to ask whether the news laws on porous surfaces applied to these plans, whether there will be an ongoing maintenance plan and to request an impact statement on the ditch. Proposed Cllr Freer seconded Cllr Singh.</p> <p>PAP/2008/0683 Royal Meadow Drive Re-consultation: to supply adequate lighting to the access to and from the Royal Meadow Drive multi use games area. There was no objection.</p> <p>c) Decisions - Nothing to report</p> <p style="text-align: center;">P74 02/09</p>		

- d) **Appeals** - Nothing to report
- e) **Conservation Areas and Listed Buildings** - Nothing to report
- f) **Other** - Nothing to report
- g) **Licensing Matters** - Nothing to report
- h) **Memorial Applications**
 E1017: Laura Bickley – Additional inscription.
 A307: Evelyn and John Cooke – Additional inscription
 A375: Linda Ackermann – headstone
 A377: Brian Christopher Brown – headstone
 E634: Winifred J Randle – additional inscription
It was resolved to accept the above listed memorial applications.
 Proposed Cllr Shaw seconded Cllr Vickers

i) **Recent burials in Atherstone Cemetery**

09.01.09	Betty Irene Farmer	E1495	Re-open single depth
14.01.09	Sidney Gudger	A379	New Ash plot
15.01.09	Walter Joseph Harding	E104	Re-open for ashes
15.01.09	Brenda Harding	E104	Re-open for ashes
16.01.09	James Wykes	B86	Triple depth preselect
29.01.09	Cyril Henry Shilton	E550	Re-open for ashes

7 ALLOTMENTS

a) Applications were considered as follows – all applicants are in parish.
 Merevale Plot 22A: Mr Alan Smith
 Merevale Plot 22B: Nicola Hayward
 Gypsy Lane Plot 21A: Mr Seth Wright
 Gypsy Lane Plot 22b: Amy Jones
It was resolved to accept the applications.
 Proposed Cllr Clews seconded Cllr Freer.

b) The clerk reported back that Merevale Allotment Association had numbered the plots and there was no longer a requirement for the wooden stakes.

c) Item 2 from the correspondence list was read out.
It was resolved to write to the tenant of Plots 13, 14 and 41 at Gypsy Lane and to request access to inspect the plots.
 Proposed Cllr Shaw seconded Cllr Vickers

d) It was agreed that the allotment group and any other interested councillors could attend the site meeting with tenants arranged for Gypsy Lane on Saturday 21st March 2009 at 10.30am.

	<p>e) Cllr Wright reported that he would supply the clerk with the email list of the culverts from Hartshill to Grendon and their ownership. The clerk was asked to produce a reference document from the information. Cllr Wright was thanked for the information.</p> <p>f) Merevale Security Fence. It was reported that since the fence had been installed the padlocks had been drilled and attempts were still being made to access the site at the canal end. It was resolved to write to the Merevale Allotment Association. As they had originally requested the fence could they assist the council in identifying the perpetrators? Proposed Cllr Jarvis seconded Cllr Clews.</p> <p>g) Cllr Clews asked whether anyone had contact with the probation service who had been used in the past to work on the allotments. Cllr Wright offered to pass the details of the Probation Service to the clerk.</p>		
<p>8.</p>	<p>CONTRACT MATTERS</p> <p>a) Play Areas</p> <p>i) Monthly Inspection Reports</p> <p>The clerk had received inspection reports dated 10th December 2008 and 5th January 2009. They had all been received on 19th January. It was agreed the clerk should request that NWBC forward the reports quickly. The latest dated report was read out which noted glass under the seats at St Mary's and two panels required welding and 3 bolts were missing at the football area at Westwood Road.</p> <p><u>Westwood Road:</u> The clerk informed the meeting that on 9th February a member of the public had reported the gate from the football area had been pulled off and jagged edges left. On health and safety grounds the clerk had instructed Atherstone Landscapes to remove the gate to their premises and leave the jagged edges safe. Cllr Jarvis had inspected the work, confirmed it had been carried out satisfactorily and had sent photographs to the clerk. It was agreed to ask Atherstone Landscapes for a price to repair and re-install the gate.</p> <p>Cllr Jarvis raised the question of the two padlocks which were supposed to have been put on to the gate at Westwood Road now that the post and chain were in place. It was agreed that the clerk first ask the Piecemaster who had rights of way through the gate and then buy two padlocks and circulate keys accordingly.</p> <p><u>St Mary's:</u> It was reported that quotations were awaited for moving the teenage shelters and installing paths. NWBC had all the required paperwork for the funding of the new play area. The order with HAGS would be placed as soon as written confirmation received from NWBC.</p> <p>b) Market Square</p> <p>The meeting with John Bird would be at 6.30pm on 25th February 2009.</p> <p style="text-align: center;">P76 02/09</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 (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.</p> <p>Proposed Cllr Shaw seconded Cllr Singh</p> <p>c) Accommodation</p> <p>It was resolved to move this item to the end of the agenda.</p> <p>Proposed Cllr Singh seconded Cllr Vickers.</p>		
9	<p>QUOTATIONS RECEIVED</p> <p>1) The clerk reported hourly rates had been received as requested. It was agreed to obtain rates from DTB Contractors and DTE Groundworks.</p> <p>2) Fitting T Bars to Atherstone Market Square The clerk read out an email quotation from Mike Cunningham at WCC. It was agreed to await the outcome of the meeting on 25th February and review again at the next meeting on March 11th.</p> <p>3) Cemetery benches – the clerk reported that an inventory had been made of the benches and they had been numbered for future reference. It was agreed that those in a good condition be treated with a breathable preservative.</p> <p>3) Office Notice Board / Post Box / Honours Board It was agreed to continue to investigate prices for an honours board for Town Chairman and Town Mayor. The office notice board and post box would be deferred pending the current accommodation discussions.</p> <p>4) Cemetery Management Courses. The clerk reported the requested information on training courses and costs. It was agreed to move this for discussion at the meeting on 25th February.</p> <p>5) Grit Bins – the clerk reported another request had been received from a resident in Cook’s Close / Barnsley Close. The request was noted.</p> <p>6) Litter Bins for St Mary’s and Westwood Rd The clerk reported a quotation for litter bins as requested. It was agreed to review the matter once the new play area was installed at St Mary’s.</p>		
10.	<p>STAFFING MATTERS</p> <p>Nothing to report.</p>		
8	<p>c) Accommodation</p> <p>Cllr Shaw left the meeting at 8.55pm</p> <p style="text-align: center;">P77 02/09</p>		

	<p>The clerk circulated a copy of the advice from WALC recommending financial risk management should be considered in making a decision.</p> <p>It was resolved to:</p> <p>a) Propose to the property owner the requested payment be made in monthly instalments on the first of each month, commencing on February 1st 2009, for six months or until a purchase is either completed or aborted.</p> <p>b) The clerk obtains a full structural survey and valuation of the listed premises with a view to its use as a public building.</p> <p>Proposed Cllr Singh seconded Cllr Clews</p> <p>The meeting closed at 9.15pm</p>		
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Signed

Vice- Chairman of Atherstone Town Council.