

ATHERSTONE TOWN COUNCIL

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

DOCUMENT	<b>MINUTES OF THE TOWN COUNCIL MEETING</b>
VENUE	Town Council Chamber, North Street
DATE AND TIME	Wednesday 8 <sup>th</sup> July 2009 7.00pm
IN ATTENDANCE	Town Councillors: Freer, Hopkins, Vickers, Macchi, Chambers, Clews, Wright, Shaw, Barker, Singh, Sweet Members of the public: Mrs Clay, Mrs Wrigley.
APOLOGIES	Councillors, Jarvis, M Davis, G Davis and Cllr Peat
CHAIR	Cllr Clews
CLERK	Mrs Sally Oldham

Item		Actions	Notes
1.	<b>APOLOGIES</b> As listed above. It was resolved to accept the apologies as offered. Proposed Cllr Barker, Seconded Cllr Chambers		
2.	<b>DECLARATIONS OF INTEREST</b> To be taken as and when.		
3.	<b>PUBLIC SESSION</b> Mrs Wrigley raised a concern about dogs being in the cemetery. It was commented that there was a hitch at the entrance for tying dogs, as they are not allowed in the cemetery. Also the question of whether there would be another Town Crier in the future was raised. Cllr Shaw reported that he had cleared a lot of broken beer bottles from the St Mary's Rd play area. It was noted that a contract for litter clearance was in hand. Mrs Clay commented on the poor condition of the Towpath. Cllr Clews reported that Atherstone Pony Club had qualified for the Horse of the Year Show.		
4.	<b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 10th June 2009</b> It was resolved to accept the minutes Proposed Cllr Barker, Seconded Cllr L Freer		
5.	<b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 10<sup>th</sup> June 2009</b> There were no matters arising.		
6.	<b>CORRESPONDENCE RECEIVED</b> Item 2 and 3: Invitations to the Mayor. These were to be confirmed with the Mayor. Item E17: Cllr Freer asked for this email to be forwarded to County Councillor Fox.		

	<p>Item E34: request to use meeting room – It was felt that as Thursdays were a busy day for the clerks use of the Town Council Meeting Room would not be possible, it was agreed to suggest the correspondent tried NWBC /Memorial Hall / Red Lion or OSCA.</p> <p>Item E23: See later under Agenda Item 7; Planning</p>		
7.	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Lists</b> – 25, 26 were noted.</p> <p>b) <b>Consultations</b></p> <p><b>1) PAP /2009/0182                      Land Rear of 73 Station Street</b> Erection of a two storey cottage <b>It was resolved that there is no objection on planning grounds</b> Proposed Cllr Barker seconded Cllr Singh</p> <p><b>2)PAP /2009/0184                      Land Rear of 65/67 Long Street</b> Erection of no. 2 two storey two bedroom cottages <b>It was resolved that there is no objection on planning grounds</b> Proposed Cllr Barker seconded Cllr Singh</p> <p><b>3)PAP /2009/0186                      Land Rear of 75 Long Street</b> Erection of no. 2 two bedroom apartments <b>It was resolved that there is no objection on planning grounds</b> Proposed Cllr Barker seconded Cllr Singh</p> <p><b>4)PAP /2009/0187                      Former Telephone Exchange , rear of 100 Long St Atherstone</b> Conversion to 3no. 1 Bed dwellings Cllr Shaw declared an interest. <b>It was resolved that there is no objection on planning grounds</b> Proposed Cllr Barker seconded Cllr Singh</p> <p><b>5)PAP /2009/265                      Land Rear of 65/67 Long Street</b> Listed Building Consent for erection of no. 2 two storey two bedroom cottages <b>It was resolved that there is no objection on planning grounds</b> Proposed Cllr Barker seconded Cllr Singh</p> <p>It was agreed that whilst the Town Council have no objections on planning grounds for the applications listed above as numbers 1 to 5 inclusive the clerk was asked to write stating that the Town Council does have concerns about the number of such small scale developments in the back streets of Atherstone. Concerns include provisions for car parking, waste collections and associated public health matters, access for pushchairs etc.</p> <p><b>PAP /2009/289                      85 Long Street Atherstone</b> Improvements to the shop front, window and repair to the chimney and eaves <b>It was resolved that there is no objection.</b> Proposed Cllr Barker seconded Cllr L Freer</p> <p style="text-align: center;"><b>P22 - 07/09</b></p>		

**PAP /2009/290**

**84 Long Street Atherstone**

Improvements to the shop fronts, repair and replacement of joinery to enhance the Conservation Area

**It was resolved that there is no objection.**

Proposed Cllr Barker seconded Cllr Freer

**PAP /2009/291**

**36 Long Street Atherstone**

Improvements to the shop fronts, window and roof. Re-decoration of the walls, replacement of windows and roof with materials suitable for the conservation area

Cllr Shaw declared an interest

**It was resolved that there is no objection.**

Proposed Cllr Barker seconded Cllr Freer

**PAP /2009/297**

**Beechwood House , Long Street**

Felling of Yew Tree in Conservation Area

**It was resolved that the advice of a tree specialist should be sought first as there were concerns about work to a tree of this stature.**

**Also any work should be carried out at the correct time of year.**

Proposed Cllr Barker seconded Cllr Freer

c) **Decisions** – Nothing to report

d) **Appeals** - Nothing to report

e) **Conservation Areas and Listed Buildings**

**Item 23 from correspondence:**

**It was resolved to send a copy to Cllr Pickard.**

Proposed Cllr Barker seconded Cllr Freer.

f) **Other** – Nothing to report.

**g) Licensing Matters**

a) Angel Inn:

The clerk circulated a copy of the temporary events license for the Angel Inn relating to 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> June 2009, as previously requested.

**It was resolved, since the license terms were not being complied with, to ask NWBC what enforcement was being carried out. Copies were to be sent to Cllr Carol Fox.**

Proposed Cllr Barker seconded Cllr Wright. Cllr Shaw abstained.

b) Congreve's Sweet Shop:

**It was resolved to ask NWBC why the Town Council was not consulted about the application for a liquor license for Congreve's Sweet Shop**

Proposed Cllr Barker seconded Cllr Wright

<p><b>8.</b></p>	<p><b>ALLOTMENTS</b></p> <p>a) New applications – None</p> <p>Judging for the allotment prizes was to take place on Saturday 11<sup>th</sup> July, Cllrs Shaw, Clews and Wright were to attend.</p> <p>The Clerk reported that there had still been no reply from the RSPCA and she was asked to chase them again.</p> <p>A letter from NWBC regarding an alleged noise nuisance complaint (allotments) was reported to the meeting. It was noted.</p> <p>An appeal by a Gypsy Lane tenant concerning a 28 day cultivation notice was considered. It was agreed that the 28 day cultivation notice applied.</p> <p>It was reported that skips were being arranged for the Gypsy Lane site within the next couple of weeks.</p>		
<p><b>9</b></p>	<p><b>CEMETERY MATTERS</b></p> <p>a) Memorial Applications</p> <p>Memorial Bench: It was agreed to accept the request to replace an existing bench with a new one (including a new inscription) as long as the bench was of a satisfactory quality.</p> <p>A326: David Henry Burton - Amendment to inscription (no fee)  E864: Miriam Joan Prince – Additional Inscription  E940: Edith Lillian Hiatt- Additional inscription  A194: Karen Michelle Cook – Additional inscription  A383: Barbara Joyce Blackburn – Book memorial  E410: Shilton Family – re-erect memorial  E247: Garfield Vivian Thomas – additional inscription  E1298:Blanche Lilian White – additional inscription  A381: Paul John Cheshire – headstone  O310A:John Dennis Levi – Headstone  A376: Hazel Dingley – Headstone</p> <p><b>It was resolved to accept the above listed memorial applications.</b>  Proposed Cllr Macchi seconded Cllr Barker</p> <p><b>It was resolved that the method of processing of memorial applications should be discussed at the next meeting on 22<sup>nd</sup> July. A checklist to be drafted which the clerks will use to approve applications. Only applications that do not conform to the standard checklist will be referred to Council.</b>  Proposed Cllr Barker seconded Cllr Wright</p> <p style="text-align: center;"><b>P24 - 07/09</b></p>		

	<p>b) Recent burials in Atherstone Cemetery</p> <table border="0"> <tr> <td>Cyril Charles Ford</td> <td>A382</td> <td>New Ash Plot</td> </tr> <tr> <td>Joyce Mary Kingston</td> <td>E455</td> <td>Re-open to single depth</td> </tr> <tr> <td>Kenneth Raymond Garratt</td> <td>E1171</td> <td>Re-open to single depth</td> </tr> </table>	Cyril Charles Ford	A382	New Ash Plot	Joyce Mary Kingston	E455	Re-open to single depth	Kenneth Raymond Garratt	E1171	Re-open to single depth		
Cyril Charles Ford	A382	New Ash Plot										
Joyce Mary Kingston	E455	Re-open to single depth										
Kenneth Raymond Garratt	E1171	Re-open to single depth										
<p><b>10</b></p>	<p><b>CONTRACT MATTERS</b></p> <p>ii) Play areas – annual / monthly inspection reports.</p> <p>No monthly reports had been received.</p> <p><u>Findings of Westwood Rd – Annual report</u></p> <p>It was reported that the only high risk item noted was broken glass on site. This had already been addressed and would continue to be monitored. Also the broken swing seat had been removed and quotes for replacement chains were to be discussed later on the agenda. Other low risk items would be actioned within the suggested 2-3 month advised timescale.</p> <p>ii) St Mary’s Road Play Area update It was reported that since being open a lot of broken glass had been found on site and removed by Cllr Shaw. The clerk confirmed that a NWBC contract for litter collection was in place. The contractors were to be asked to litter pick before mowing.</p> <p><b>It was resolved to have a discussion about the need for Dog Bins / Alcohol Bans at the next policy meeting.</b> Proposed Cllr Barker seconded Cllr Freer.</p> <p><b>It was resolved to accept the press release for the official play area opening subject to the amendment indicated.</b> Proposed Cllr Freer seconded Cllr Wright</p> <p>ii) Market Square</p> <p>Nothing to report.</p> <p>Cllr Macchi left the meeting at 8.30pm</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> Proposed Cllr Barker seconded Cllr Vickers</p> <p style="text-align: center;"><b>P25 - 07/09</b></p>											

<p>11.</p>	<p><b>QUOTATIONS RECEIVED</b></p> <p><u>Floral Display signage</u>  <b>It was resolved to accept the quotation from A5 Signs and Print.</b>  Proposed Cllr Shaw seconded Cllr Vickers  <b>It was resolved to accept and the design as presented by Cllr Macchi</b>  Proposed Cllr Freer seconded Cllr Wright</p> <p><u>Grave – digging:</u>  <b>It was resolved to accept the quotations for grave digging from Atherstone Landscapes and to review again in 12 Months. The next policy meeting was to review the cemetery charges in the light of these new quotes.</b>  Proposed Cllr Barker seconded Cllr Singh</p> <p><u>Swing Seat Replacement for Westwood Rd</u>  <b>It was resolved to accept the quotation for a new swing seat and chains from Wickstead.</b>  Proposed Cllr Wright seconded Cllr Singh</p> <p><u>Trimming Hedges Cemetery</u>  <b>It was resolved to accept the quotation provided by Mr Mackiewicz and to ask for the hedges near to the old toilets to be trimmed back as well.</b>  Proposed Cllr Barker seconded Cllr Freer</p> <p><u>Allotments: Plot 5 - Merevale</u>  <b>It was resolved to ask NWBC for a price to remove the electrical items and then to ask the contractor for a revised price if the electrical goods were removed.</b>  Proposed Cllr Freer seconded Cllr Vickers</p>		
<p>12.</p>	<p><b>STAFFING MATTERS</b></p> <p><u>Computer Equipment</u>  <b>It was resolved that the clerk could obtain quotations for setting up the two new computers and screen for the meeting room which would include extra memory installing and wireless provisions. Also prices were to be obtained for a compatible laptop.</b>  Proposed Cllr Barker seconded Cllr Freer.</p> <p><u>Clerks Hours</u>  It was agreed that since the back-log of work was now in hand the clerk would revert to the contracted 26 hours and the assistant clerk 22 hours. These hours would be worked on the basis of a 2 ½ hour evening meeting. If a meeting went beyond 9pm the additional time was to be recorded as overtime.  The clerks were asked to keep council informed immediately to avoid a back log of work in the future.</p>		
<p>13.</p>	<p><b>GYPSY LANE ALLOTMENT AND WASTELAND</b>  Nothing to report</p>		

<p><b>14.</b></p>	<p><b>ACCOMMODATION</b></p> <p>Cllr Shaw left the meeting at 9.10pm after handing a letter to the clerk to read out when he had left the meeting.</p> <p>The clerk read out the letter.</p> <p><b>It was resolved to circulate a copy to all council members.</b> Proposed Cllr Freer seconded Cllr Barker</p> <p><b>It was resolved to write to the owner of the Former Telephone Exchange saying that the Town Council wished them to re-consider the development plans and instead consider an interest the Town Council may have as part of their need to extend their office requirements.</b> Proposed Cllr Barker seconded Cllr Wright Cllr Chambers abstained.</p> <p>The clerk reported the cost to date for the accommodation project.</p> <p>The meeting closed at 9.15pm</p>		
-------------------	--	--	--

Signed .....

Vice - Chairman of Atherstone Town Council.