

## 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 3 <sup>rd</sup> . June 2009 7.05pm
IN ATTENDANCE	Town Councillors Clews, Wright, M Davis, Chambers, Barker, Jarvis, G Davis, Peat, Shaw, Vickers, Hopkins, Macchi, Singh Borough Cllr Pickard.
APOLOGIES	Cllr Singh Borough Cllrs L & N Dirveiks, County Cllr Grant
CHAIRMAN	Cllr Jarvis
CLERK	Mr Graham Day

Item		Actions	Notes
1.	<p><b>APOLOGIES</b>                      As listed above.                      It was resolved to accept the Town Councillor's apology as offered.                      Proposed Cllr Shaw                      Seconded Cllr G Davis</p>		
2.	<p><b>DECLARATIONS OF INTEREST</b>                      To be taken as and when.</p>		
3.	<p><b>REPORTS FROM BOROUGH AND COUNTY COUNCILLORS</b>                      Cllr Macchi noted that there had been no contact from County Cllr Forwood. Cllr Jarvis to approach Cllr Forwood.                      Cllr Freer reported that new plastic windows had been fitted at 176 Long Street, which was in a conservation area, it was resolved to write to the conservation officer, with a copy to the Civic Society, proposed Cllr Shaw, seconded Cllr Barker, Cllr Chambers against.                      Borough Cllr Pickard left the meeting.</p>		
4.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 6<sup>th</sup>. May 2009</b>                      It was noted that the last page should have been numbered P117, this was amended and signed.                      It was resolved to accept the minutes as a true and accurate record.                      Proposed Cllr Barker Seconded Cllr G Davis</p>		
5.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING OF 6<sup>th</sup>. May 2009.</b>                      There were no matters arising.</p>		

6.	<p><b>TO RECEIVE THE MINUTES OF THE EXTRAORDINARY MEETING OF 14<sup>TH</sup>. May 2009.</b></p> <p>It was noted that the page numbers should have been P118 and P119, these were amended and signed. It was resolved to accept the minutes as a true and accurate record. Proposed Cllr G Davis, seconded Cllr Vickers. Cllr Macchi abstained.</p>		
7.	<p><b>MATTERS ARISING FROM THE EXTRAORDINARY MEETING OF 14<sup>TH</sup>. May 2009.</b></p> <p>There were no matters arising.</p>		
8.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE.</b></p> <p>The clerk presented a new cheque list, where some duplicate invoices had been removed.</p> <p>It was noted that cheque 104892 was the balance of the donation to the Summer in the Square and would form part of the payment to the St John's Ambulance.</p> <p>It was resolved to sign cheques 104802 and 104824 for cemetery rates, but to contact valuation office again for reduction as a charitable trust, to be discussed at Policy.</p> <p>Cheques 104854 and 104855 were ratified.</p> <p>Cheques 104856 to 104895 were accepted and signed with the exception of 104874 which was void. Proposed Cllr Barker, seconded Cllr Peat.</p> <p>Cllr Barker declared an interest in cheque 104860.</p> <p>Cllr Jarvis declared an interest in cheques 104871, 104881, 104890, 104891, 104892.</p> <p>Cllr Shaw declared an interest in cheques 104867 and 104868</p>		
9.	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>1. Matter dealt with at meeting 20/5/09. It was stated by Cllr Shaw that Mr Ball felt he was being victimised, Cllr Clews stated that it was causing bad ruts in the pathways.</p> <p>3. Invitation to Mayor, agree provisionally.</p> <p>E2. Reply to contact the Dickens Night Committee.</p> <p>E13. E14. Noted</p> <p>E15. After some discussion regarding the e-mail and the advice from WALC it was resolved to maintain the agendas as at present, with some addition to content if possible, include the public session in the meeting but to retain the Private and Confidential on the agenda where it was already known the business would be such. Proposed Cllr Barker, seconded Cllr Freer.</p> <p>E27. Noted.</p>		
10.	<p><b>CORRESPONDENCE ISSUED</b></p> <p>Filed in office.</p>		

<p><b>11.</b></p>	<p><b>REPORTS.</b></p> <ul style="list-style-type: none"> <li>• The budget spend for May and the bank reconciliation were presented by the clerk. It was resolved to accept them, proposed Cllr Shaw, seconded Cllr Barker</li> <li>• The clerk reported that Mrs Hogg had requested the use of the meeting room for the Gypsy Lane Allotment Association, it was resolved that this could only be during office hours, proposed Cllr Barker, seconded Cllr Macchi.</li> </ul> <p>A quote had been received to remove the surplus soil from the cemetery, it was agreed to keep the soil in case it was needed in the waste area next door, but any future surplus should be removed as part of the grave digging order.</p> <p>An update on the meeting with British Waterways was noted. The bowser had been taken to Willets for repair, it was agreed to water the seeded areas at St Mary's Road when it was returned unless it rained in the meantime</p> <ul style="list-style-type: none"> <li>• <b>Representatives</b></li> </ul> <p>Cllr Peat reported that repairs to doors and windows were to be carried out at Gramer Cottages, it was noted that these were grade 2 listed buildings.</p> <p>It was reported that a Railway Conciliation group was being formed, it was resolved that Cllr Barker should attend, proposed Cllr Freer, seconded Cllr G Davis. Cllr Shaw stated that more feeder trains were required from Atherstone to Nuneaton and Tamworth.</p> <p>Cllr M Davis reported that there was a problem with the residents of the Merevale Home walking out onto the station. It was noted that this was initially a responsibility of the home itself.</p>		
<p><b>12.</b></p>	<p><b>ANNUAL REVIEW OF RISK ASSESSMENT.</b></p> <p>The clerk presented a summary of the risk assessment of the Council's activities prepared on the software recently purchased, there was only one item requiring attention regarding provision of a waste skip to prevent build up of waste, as required, it was resolved to accept the review, proposed Cllr Barker, seconded Cllr M Davis. It was agreed that in future this would be reviewed by the end of March.</p>		
<p><b>13.</b></p>	<p><b>ANNUAL REVIEW OF INSURANCE.</b></p> <p>The following items to be added to the insurance, grave shoring equipment, security fence at Merevale, bollards (Ambien and Stanley Roads), new play equipment.</p> <p>The cost of increasing public liability to £10.000.000 to be found.</p> <p>Clerk to check responsibility if the contractor has an accident with the bowser.</p> <p>Chart of contractors and evidence of public liability insurance to be produced and brought to policy. It was resolved to accept the review, proposed Cllr Barker, seconded Cllr M Davis.</p>		

14.	<p><b>ACCEPTANCE OF ACCOUNTS FOR 2008/9</b></p> <p>The clerk presented the accounts and documents for 2008/9 as sent to the internal auditor. The CCTV cameras had been included in the assets list this time where they had not appeared before. The clerk also reported that items were not depreciated in local council records and should remain on the list at full purchase price until disposed of. It was resolved to check the subject of depreciation again with the internal auditor and to discuss the asset list in policy, proposed Cllr Macchi, seconded Cllr Barker. Letter to be sent to external auditors explaining the change in assets.</p> <p>It was resolved to accept the accounts, proposed Cllr Barker, seconded Cllr M Davis.</p>		
15.	<p><b>BUSINESS FOR FUTURE MEETINGS</b></p> <p>Funding Sourcing Committee  Strategy meeting  Bus service Coleshill Road and round robin  Sheepy Road, traffic calming and bus service.  Canal Park  Position of town sign  Jacklin's allotments not being let due to alleged agreement with Town Council.</p>		
	The meeting closed at 9.05pm.		

Signed .....

Chairman of Atherstone Town Council.