

ATHERSTONE TOWN COUNCIL

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DOCUMENT	<b>MINUTES OF THE ANNUAL TOWN COUNCIL MEETING</b>
VENUE	Mancetter Memorial Hall, Old Farm Road, Mancetter, Atherstone, CV91QN
DATE AND TIME	Wednesday 16 <sup>th</sup> June 2021 7.00pm
IN ATTENDANCE	Town Councillors: D Wright, Singh, P Gurney, C Gurney, Jarvis, D Clews, Chambers, Bishop, Barnett, Spencer, Jordan and Wightman. Police: Borough and County Councillors: County Cllr Mejar Singh Public: Martin Short, Gwyn Short, Jake Braithwaite, Craig Bird, Gary Chamberlain.
APOLOGIES	Councillors: Pickard, Henney, T Clews
CHAIRMAN	Cllr Mark Jordan
CLERK	Odette Ghent also present Deputy Clerk Mrs Sally Oldham

Item		Actions	Notes
	Cllr Jordan reminded everyone that a condition of hiring the venue is that everyone should wear face masks unless speaking or are exempt. Cllr Jordan also confirmed the meeting was being recorded by ATC and the Stone Channel.		
1.	<b>APOLOGIES AND ACCEPTANCE OF REASON OF ABSENCE</b>  It was resolved to accept the apologies. Proposed Cllr Bishop seconded Cllr Chambers		
2.	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY.</b>  Cllr Jarvis declared an interest in Planning items. Cllr D Clews declared an interest in Licensing and NHS. Cllr T Clews declared an interest in Planning and NHS Cllr Jordan declared an interest in Licensing items.  It was agreed that any others would be taken as and when.		
3.	<b>PUBLIC SESSION (maximum 30 minutes)</b>  Craig Bird from Restore Collection, in order to tell ATC more about himself and Restore Collective, read a report in relation to his expression of interest in the upstairs of the Arcade – see appendix 1 at the end of the minutes. Cllr Jarvis asked Mr Bird how many people from Atherstone would benefit from the service they were looking to provide.  <b>P19 06/21</b>		

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	<p>Mr Bird confirmed the proposal was an expansion of their current work but could provide figures of current work to the clerk.</p> <p>Cllr D Clews asked Mr Bird about property owned in Nuneaton he confirmed it has a long-term tenant.</p> <p>Cllr Chambers reminded Councillors that in the original tender from ATC to NWBC when they bought the Arcade it was stated that the intention was to provide a multi -purpose centre for Atherstone and its Hinterland.</p> <p>Cllr Singh asked Mr Bird if his activities were the same as the Food Bank. Mr Bird confirmed that during lockdown they did help with food parcels for families, but their model is not the same.</p> <p>Cllr Wright asked when the August 2020 accounts for the Sycamore Tree Trust will be available, Mr Bird confirmed they are in progress.</p> <p>Cllr Chambers reflected on the success of the OSCA building and the new way of thinking about assets by allowing a community organisation to run them.</p> <p>Cllr Wright pointed out that when ATC bought the OSCA building its tenants were already established.</p> <p>Mr Short spoke and reflected on the EGM on Friday 11<sup>th</sup> June 2021 and read out a report, see Appendix 2 at the end of the minutes.</p> <p>Cllr Chambers confirmed she had also received comments from the public regarding the EGM who were confused as to why even though Cllr Bishop had offered to give the Arcade Working group recommendations without disclosing any sensitive information it was still voted in to go to into P&amp;C.</p> <p>Cllr Chambers asked the Chairman to carefully consider what goes into P&amp;C to avoid potential accusations that ATC only discuss business behind closed doors.</p> <p>Cllr Wright confirmed a Councillor can propose an item goes into P&amp;C if it fits the criteria and the proposal is seconded and voted on.</p> <p>Cllr Bishop confirmed she has emailed the Monitoring Officer about the legalities of the item at the EGM going into P&amp;C.</p>		
4.	<p><b>COUNCILLORS</b></p> <p><b><u>Police reports</u></b></p> <p>There have been 7 arrests, for assault on Police officers, assault with injury, assault with injury, theft, criminal damage, Arson and breach of restraining order.</p> <p><b>P20 06/21</b></p>		

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	<p>There have also been the below reports to local Police.</p> <p>Violence – 5  Vehicle – 1  Suspicious incidents – 9  Road Traffic Collision – 1  Road related incidents – 8  Op Readouts – 2  Mental Health – 1  Malicious – 5  Damage to property – 4  Concern – 17  ASB – 15  Domestics – 4  Fire/Arson – 1  Theft – 2  Threats – 3</p> <p><b><u>County Councillor Report</u></b></p> <p>Cllr Singh reported there are County Councillor grants available for small scale projects the deadline is 12<sup>th</sup> July 2021</p> <p><b><u>Borough Councillor Reports.</u></b></p> <p>Cllr Wright confirmed the recent problem with NWBC telephone lines and website was due to a Virgin Fibre cable split in Canary Wharf.</p>		
5.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 28<sup>th</sup> April 2021</b></p> <p>It was resolved to approve the minutes proposed Cllr Wright seconded Cllr Singh</p>		
6.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING 26<sup>th</sup> April 2021.</b></p> <p>P4 Cllr Bishop asked about the follow up to item 10 that she would like to discuss in P&amp;C</p>		
7.	<p><b>TO RECEIVE THE MINUTES OF THE EGM OF 11<sup>th</sup> June 2021</b></p> <p>It was resolved to approve the minutes proposed Cllr Wright seconded Cllr Jarvis</p>		
8.	<p><b>MATTERS ARISING FROM THE EGM OF 11<sup>th</sup> June 2021.</b></p> <p>Cllr Chambers asked the Chairman and the Chairman of the arcade working group if they could meet the organisations that had expressed an interest in using the upstairs of the Arcade and update them on the next steps.</p> <p><b>P21 06/21</b></p>		

9.	<p>Ratification of cheques 109110</p> <p>Approval for all new cheques 109089 to 109117</p> <p>Cllr Jordan declared an interest in cheque 109114/109115/109117</p> <p><b>It was resolved to approve the list proposed Cllr Wright seconded by Singh</b></p> <p><b>Cheques over £500 listed below</b></p> <p>BNP Paribas £541.20  Wages £3,806.39  WCC £1,214.85  HRMC £3,777.93  DJOGS Ltd £695.00  Perennial Landscapes £2,064.00  Hags SMP Ltd £4,218.48  Atherstone Rangers under 11's £990.00  Girls Friendly Society £731.00  Atherstone Motor show £500.00  Atherstone Partnership £700.00  Atherstone Partnership £1,000.00</p>		
10.	<p><b>ACCEPTANCE OF ANNUAL GOVERNANCE STATEMENT (SECTION 1 OF ANNUAL RETURN)</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr T Clews</p>		
11.	<p><b>ACCEPTANCE OF STATEMENT OF ACCOUNTS (SECTION 2 OF ANNUAL RETURN)</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Jarvis</p>		
12.	<p><b>ACCEPTANCE OF INTERNAL AUDIT AND REVIEW OF FINDINGS (SECTION 3 OF ANNUAL RETURN)</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Singh</p>		
13.	<p><b>EFFECTIVENESS OF INTERNAL AUDIT</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Singh</p>		
14.	<p><b>ACCEPTANCE OF COMPLETED ANNUAL RETURN</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Singh</p> <p><b>P22 06/21</b></p>		

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<p>15.</p>	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Lists – 18,19,20,21,22,23</b></p> <p>b) <b><u>Consultations</u></b></p> <p><b>DOC/2021/0045</b> 184-206 Long Street <b>NO COMMENT</b></p> <p><b>PAP/2021/0148</b> Wheatsheaf Inn <b>NO COMMENT</b></p> <p><b>PAP/2021/0318</b> 109 Coleshill Rd <b>It was resolved to OBJECT as residents were concerned that turning a 3-bedroom dwelling into two separate 2-bedroom dwellings would add further to parking issues.</b></p> <p><b>PAP/2021/0299</b> 13 Windmill Rd <b>NO COMMENT</b></p> <p><b>PAP/2021/0335</b> Land Off Whittington Lane <b>NO COMMENT</b></p> <p><b>PAP/2021/0650</b> 16 Barsby Close <b>It was resolved to request that any work carried out was mindful of the nesting season.</b></p> <p>c) <b>Decisions: -</b></p> <p>See attached weekly lists decisions highlighted – <b>18,19,20,21,22,23</b></p> <p>d) <b>Other Planning Matters –</b></p> <p>Nothing to report.</p>		
<p>16.</p>	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>Cllr Bishop commented on E14/E15 – Funding available and asked that links to funding be added to the website.</p> <p>E17 – email from Cllr Pickard regarding a conflict in decisions made the clerk to speak to Cllr Pickard about this.</p> <p><b>P23 06/21</b></p>		

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17.	<p><b>PLAY AREAS/ OPEN AREAS</b></p> <p>a. Report for both sites (Deputy Clerk) – this was noted.</p> <p>b. Westwood Park It has been reported that rubbish in blowing in the fenced off area in the corner and Streetscape are struggling to reach it. Cllr Singh proposed putting some mesh inside as a temporary fix seconded by Cllr T Clews.</p> <p>c. Dog bin request Sheepy Rd A resident requested a dog bin be installed by the bridge on Sheepy Road by the pathway to Friary Road. There was a discussion about this and concluded that there is one close by on Friary Road, so this request was declined.</p>		
18.	<p><b>MARKET SQUARE</b></p> <p>The feedback from Creative Giants Presentation was positive. Cllr Bishop reported she has publicised the call for artists on the local artists groups. It was confirmed that ATC are happy for Creative Giants to come out with some ideas.</p> <p>An application to use the Market Square for the Queens Platinum Jubilee celebrations in 2022 has been received and was approved.</p> <p>Cllr Chambers reported she had attended the Atherstone in Bloom working group meeting. Cllr Singh asked if ATC would consider having a Flagpole in the Market Square, this will be added to July 2021 agenda.</p>		
19.	<p><b>ATHERSTONE COMMUNITY SUPPORT TEAM</b></p> <p>There was a discussion about holding a 'Thank You' day for Volunteers a working group to be arranged to discuss this further. Proposed Cllr D Clews seconded Cllr Wright.</p>		
20.	<p><b>OLD MORTUARY REBUILD PROJECT UPDATE</b></p> <p>Nothing to report this month.</p>		
21.	<p><b>REPORTS</b></p> <p>a. <b>Town Clerk Report</b> – noted and see P&amp;C later.</p> <p>b. <b>Deputy Clerk Report</b></p> <p>Cllr Singh put forward a nomination for the new sports award 2020 proposed Cllr Singh seconded Cllr Jarvis</p> <p><b>P24 06/21</b></p>		

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	<p>c. Finance (Clerk) – noted</p> <p>d. Town Councillor Reports – noted</p>		
22.	<p><b>CEMETERY MATTERS</b></p> <p><b>a) Recent Burials</b></p> <p>Ronald William Thompson A323 Reopen for ashes  Dorothy May Mitchell RCE680 Re open for ashes  Joyce Elliott A189 Re open for ashes  Colleen Hooper A207 Re open for ashes</p> <p><b>Recent Memorial applications</b></p> <p>William Aherne RCE387 Headstone and Kerbs  Gordon Asbury E500 Headstone and kerbs  Annette Johnson B43 Headstone  Allan Walker B59 Inscription  Dawn Elaine Riley A540 Headstone  Thomas and Rose Rickett A532 Headstone</p> <p><b>b) Cemetery Administration Report</b></p> <p>Report noted.</p> <p><b>c) General Cemetery Report</b></p> <p>A draft cemetery extension scheme report was circulated prior to the meeting. A working group to be set up to include the consultant.  Cllr D Clews asked about the endangered fruit trees that were not mentioned in the report, the clerk to refer back to the consultant.</p>		
23..	<p><b>ALLOTMENTS</b></p> <p>The allotment report was circulated prior to the meeting and noted.  The Deputy Clerk report complaints about:</p> <ul style="list-style-type: none"> <li>• Fires at Gypsy Lane</li> <li>• Cockerels at Merevale.</li> <li>• One of concrete boulders have been moved at Merevale</li> <li>• Anti-social behaviour at both sites.</li> </ul>		
24.	<p><b>ARCADE (Clerk)</b></p> <p>a. Update from Working group (Cllr Bishop) – working group</p> <p>Cllr Bishop referred to the Arcade Working Group report of 25<sup>th</sup> May 2021 that was moved into P&amp;C at the EGM 11<sup>th</sup> June 2021 and proposed the Arcade Working Group is given delegated authority to obtain quotes for necessary works seconded by Cllr Wright. Cllr Bishop requested help with preparing a business plan and Cllr Wright offered his help.</p> <p><b>P25 06/21</b></p>		

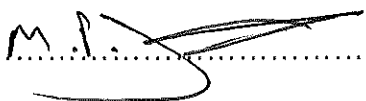
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	<p>b. Arcade Fire Action Plan Cllr Bishop requested the outstanding actions are looked at.</p> <p>c. Unit 1 windows The wooden frames of the windows on the frontage of unit 1 in the Arcade are rotten and leaking water into the shop. The tenant has requested it is replaced. As this is in the conservation area the Clerk to contact NWBC planning dept for guidance.</p>		
	<p><b>PRIVATE &amp; CONFIDENTIAL</b> It was resolved that, under Section 100A of the local Government Act 1972, in view of the confidential nature of the business about to be transacted being.</p> <ol style="list-style-type: none"> <li>1. Employees, former employees and prospective employees, for e.g., salary of Clerk and Conditions and Terms of Employment.</li> <li>2. Accommodation, services or financial assistance provided by the Council to an individual.</li> <li>3. Details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods and services.</li> </ol> <p>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><b>Proposed Cllr Wright seconded Cllr Singh</b></p>		
25.	<p><b>QUOTATIONS</b></p> <ol style="list-style-type: none"> <li>a. Office phone line renewal – this was approved proposed by Cllr Jarvis seconded Cllr Wright.</li> <li>b. Leek Wootten link - this was approved for 12 months, proposed by Cllr Jarvis seconded Cllr Singh</li> <li>c. WM Briers cemetery bins - this was approved proposed by Cllr Jarvis seconded Cllr Singh.</li> <li>d. Arcade asbestos - this was approved proposed by Cllr Jarvis seconded Cllr Wright.</li> <li>e. Arcade legionella – the Clerk to speak to NWBC Environmental health</li> <li>f. Damaged Memorial – Old Section - this was approved proposed by Cllr T Clews seconded Cllr Singh</li> </ol> <p><b>P26 06/21</b></p>		

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	<p>It was proposed by Cllr Jarvis to give the clerks delegated powers to replace the bins as below items g, h, I seconded Cllr Wright</p> <ul style="list-style-type: none"> <li>g. Broxap Bin – supply of (Westwood Park)</li> <li>h. Broxap Bin – installation of (Westwood Park)</li> <li>i. Broxap Bin – re-set (St Mary’s Play Area)</li> <li>j. Weather Station (St Mary’s Play Area) – still awaiting quote</li> <li>k. Welding (St Mary’s Play Area) – still awaiting quote</li> </ul> <p>It was agreed the clerks could include an additional bin at Westwood Park to replace the fire damaged one that had been removed.</p>		
26.	<p><b>ARCADE</b></p> <p><b>Arcade Leases / Upstairs front Office</b></p> <p>Front Upstairs Unit – this is in hand and will be issued to Atherstone Partnership.</p>		
27.	<p><b>CCTV</b></p> <p>Draft CCTV Partnership Agreement – this has been approved by NWBC Resources Board a further meeting to be arranged with the CCTV partnership representatives.</p>		
28.	<p><b>EMPLOYMENT Arcade Caretaker.</b></p> <p>This was deferred to the next meeting.</p>		
	<p><b>The meeting closed at 9:50pm the next meeting 21st July 2021</b></p>		

Signed  Chairman of Atherstone Town Council

## Appendix 1

### Report from Craig Bird from Restore Collection read out at ATC meeting 16<sup>th</sup> June 2021

We are all here because we care about people and want to build safe and healthy communities where people thrive, regardless of political affiliations (PS - I have no political affiliation.)

As a member of the public, can I just start by thanking each of you for your dedication and service to Atherstone.

Can I take a few moments to ask officially to ask the town council to consider or reconsider our charity "Restore Collective CIO" becoming the Lead Custodians of the upstairs space in the Arcade.

Restore Collective only became an official charity in September 2019 (just ahead of COVID 19) - so I appreciate, there's not much to go on, but rather than a quick glance at Charities Commission, maybe I can address some possible concerns about my experiences and credibility, let me say this; (although it feels strange to blow one's own trumpet so to speak!)

On a personal level, I am a JNC qualified youth worker and have a BA honours degree in Youth and Community Work with Oxford Brookes University and have worked in the third sector for 22 years.

Restore Collective actually has a "sister charity" currently called Sycamore Tree Trust (I am chair of both charities). We are merging our two charities. Charities Commission have agreed a name change for this charity to become "Restore Collective Charitable Trust". This is just in process.

This existing charity is very established, operating for over 30 years. In the past it has employed dozens of people and had an annual turnover of more than £500,000.

We own a building (mortgage free, worth approximately between £250-£350K) in Nuneaton town centre with a long-term tenant in place, which generates regular income for us. Our charities have a health reserve in the bank and was able to give our tenant (a business) a 6-month payment holiday during 2020. If that building ever becomes empty and solely used by us again, it will be used in a charitable way to benefit the people of Nuneaton.

When I took Sycamore Tree Trust on as Chair, it was £40,000 in debt. With the repayment plan set up by my predecessors, the debt was on track to be cleared at summer 2024.

I made some adjustments and as of the end of this month (June 2021), the debt I inherited will be fully paid back.

Between the years of 2000 - 2009 I was the youth work director for Sycamore Tree Trust. During this time, we partnered with The Nuneaton Methodist Circuit to regenerate one of their church buildings - We called it "The Cube". We were the lead custodians, and in part because of our involvement and energy, the building was pretty much completely renovated; new heating systems, new kitchen, new windows, blinds, carpets, decoration, disabled access and disabled toilets, roof repairs etc. It became a hive of activity and a real hub of the community.

During these 9 years with the youth department, we had service level agreements with schools and other organisations, and including financial gifts and grants received, we generated more than £500,000 for charitable purposes.

Following on from that (from 2009 - 2013), as a family we moved to Enfield and worked with a charity called Oasis, whilst down there, we worked with a housing association to manage their "community space" with section 106 monies, and employed someone from the local community to work there and manage bookings etc. In Enfield we were awarded a grant of £220,000 to start a family support project.

In the last year Restore Collective has been awarded £25,000 in grants and has a regular £10,000 per annum service level agreement with a local school.

Add that to other pieces of work we've done, monies we've raised and not highlighted, and we are talking about significant monies raised by my wife (Rachel) and I for charitable purposes.

So, all that's to say, we have a proven track record and much experience of raising funds from multiple sources and experience of managing properties that we own and have been lead custodian of.

**Is there a need or hunger for such a facility? Well, I think there is!**

Atherstone falls in the bottom 10% on the index of multiple deprivation and because of this, many people in the wards of Atherstone can't and won't articulate the need for such a facility because survival is their primary goal, keeping a roof over their heads, food on their tables.

Dealing with high level thinking is not on their radar, but when asked directly about such things, there's always enthusiasm and support. Sometimes we (as professionals) need to make decisions that we know will benefit the public, even if they don't all realise it initially.

Alison Thompson from CAVA has expressed her support of this and has offered to help us with grant applications. We would of course welcome other organisations to use this space, including those who expressed an interest, Reunite UK and the First Responders (and others).

I'm struggling to think of any risks or negatives for the town council. The consequences of this are only positive. I am not sure why the town councillors wouldn't want to partner with us on this. This will only be seen as a positive move by the town council. This could add to the town council's credibility.

This building was purchased with "public money" at a very good rate I gather - and the upstairs I believe, has always been in its current condition! Let us transform this unused storage area into a community space for the benefit of the people of Atherstone.

I know you have set a precedent with the Owen Street Community Arts Centre, which has worked out very successfully, I am looking for a similar agreement. I'm not looking for a big financial investment of "public money", just a negotiated contribution once we have a plan in place.

I can lead in facilitating the Arcade Development Plan. As we partner together to "restore" this potentially wonderful facility and fulfil some of those early aspirations the town councillors had for the upstairs space.

Give us this opportunity to serve the town council in making this facility part of your "offer" to the people of Atherstone.

I would welcome questions and discussion and ask you to consider this as a serious offer.

Appendix 2

**Report read out by Martin Short ATC meeting 16.06.21**

Before the EGM I was asked by more than one Labour councillor not to say anything combative during the public session, as they felt that the agreement to hold a meeting in public specifically about the Arcade, was a sign of co-operation, and they themselves wanted to go into the meeting in a spirit of conciliation and collaboration. That spirit is achievable, and there are people here tonight who can testify that when I was on the council Lib Dems, Tories and Labour worked together, without partisanship, on the Heritage Centre and other projects to benefit the town.

The vote to exclude the public from the whole of the main part of the meeting took us by surprise. It may have seemed like a brilliant political stunt against the Labour group, but it also angered all those members of the public who had turned up out of genuine interest to hear what the council had to say. My understanding is that P&C items ought to be designated as such in advance, whenever possible, and a clearly stated reason should be given. I'm aware that people inside and beyond this room will have been scrutinising how this whole fiasco matches the acceptable legal reasons, so I'm happy not to list those.

I don't think it is unreasonable to suggest the proposer and seconder of this vote should consider their positions. The six who felt obliged to support it - I'm not including Councillor Singh, who wasn't present, and the Chair, who I believe was genuinely unsettled by it and appeared to withhold his vote – may well be wondering whether they signed up to compromise their personal and professional integrity, when, like former councillor Chamberlain, they thought they were here to work for, not against the public.

The issue is still on the public part of tonight's agenda. The public need to hear proper discussion of it, even if it was discussed in private on Friday.