

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	Mancetter Memorial Hall, Old Farm Road, Mancetter, Atherstone, CV91QN
DATE AND TIME	Wednesday 21 <sup>st</sup> July 2021 7.00pm
IN ATTENDANCE	Town Councillors: Singh, P Gurney, C Gurney, Jarvis, Spencer, T Clews Jordan and Wightman. Police: PC Lloyd Walton. Borough and County Councillors: County Cllr Mejar Singh Public: Martin Short, PW Mann and HR Blackburn.
APOLOGIES	Councillors: Pickard, Henney, Chambers, Wright, D Clews, Barnett and Bishop.
CHAIRMAN	Cllr Mark Jordan
CLERK	Deputy Clerk Mrs Sally Oldham

Item		Actions	Notes
	Cllr Jordan confirmed the meeting was being recorded by Atherstone Town Council. Cllr Jordan announced following the lifting of Covid restrictions it is no longer mandatory to wear masks it is a personal choice.		
1.	<b>APOLOGIES AND ACCEPTANCE OF REASON OF ABSENCE</b>  It was resolved to accept the apologies. Proposed Cllr Jordan seconded Cllr Singh		
2.	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY.</b>  Cllr Jarvis and Cllr T Clews declared an interest in Planning items. It was agreed that any others would be taken as and when.		
3.	<b>PUBLIC SESSION (maximum 30 minutes)</b> Mr Blackburn spoke raising concerns about increasing car parking charges in Atherstone without decriminalisation in place and a workable and enforceable plan. Mr Blackburn said he had already responded to the consultation and urged Atherstone Town Council to do something as well. Mr Mann raised the specific problem he had witnessed near the junction of the Library and Long Street when a partially sighted person was trying to get past vehicles parked up on the footpaths. Mr Mann suggested that moving one bollard slightly and adding another bollard would solve the problem.  <b>P28 07/21</b>		

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	<p>Mr Short raised a query he had previously raised regarding the 11<sup>th</sup> June 2021 EGM and the lack of named vote recorded in the minutes. Mr Short also raised concerns regarding the mask wearing policy and how it could affect those attending meetings who felt vulnerable.</p> <p>Cllr Jordan replied that the minutes of the 11<sup>th</sup> June 2021 had been approved but it would be checked out. Regarding mask wearing Cllr Jordan replied that the government have said it is no longer mandatory but personal choice as announced at the start of the meeting.</p> <p>Mr Short replied that personal choice does not take account of vulnerable people as outlined by Cllr Chambers. Cllr Jordan noted that Cllr Chambers was attending another meeting.</p>		
4.	<p><b>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS as per written reports.</b></p> <p><b>a. Feedback from QE School Meeting 20<sup>th</sup> July 2021</b> See later under Agenda Item 9 Correspondence.</p> <p><b><u>Police reports</u></b> The following figures had been reported for the last month. Arrests:- 6 for Assaults, Sexual offences and Public Order. Incident reported to Police for attendance:- Suspicious – 21 RTC – 4 Road related – 9 Op Readout – 3 Hate Incident – 1 Domestic – 16 Concern – 37 BURGLARY – 5 ASB – 22 Abandoned Vehicle – 4 Animal concern – 1 Fraud – 1 Mental Health – 2 Theft – 5 Violence – 9 Vehicle related – 3 Threats – 1</p> <p>PC Walton said it was the first time for 18 months he was able to attend and report in person and he provided detail of what had been happening during that time. Staffing levels were being affected with just PC Walton and two PCSO's (one PCSO isolating and another about to leave isolation). There is a lack of Police and he reported that although another PCSO starts in Hartshill in</p> <p><b>P29 07/21</b></p>		

	<p>September it is unlikely to improve. Atherstone, despite having high levels of county lines issues compared to Nuneaton, did not have the same resources at its disposal.</p> <p>However in the last 12 months considerable progress has been made, with the help of the NWBC housing department, through Civil Closure Orders at properties (where drug dealing was in evidence) which targeted a drug dealer hub in Hartshill. That was closed for 3 months and two dealers are still in prison. That resulted in a 53% reduction in all crime and a 56% reduction in drug crime. That reduction has been maintained and has made Atherstone dry of drugs.</p> <p>An ongoing issue is children excluded from school who risk, if left on the streets, turning to running drugs. A pilot scheme in TQEA Atherstone, Hartshill and Polesworth Schools hopes to address the issue by going into schools before pupils get excluded.</p> <p>Cllr Singh and Cllr Jarvis wished it to be put on record to thanks PC Walton and his colleagues for all their hard work over the last 18 months. Cllr Singh asked why there were not enough Police Officers for Atherstone and PC Lloyd Walton explained how thinly spread they are in the area at any one time. Cllr Jarvis suggested the Police hierarchy should look at applying for S106 money to address the infrastructure issues and the Deputy Clerk was asked to send the suggestion through to Inspector Wiggin.</p> <p><b>It was resolved to bring forward the Funding Request (Agenda Item 9a) Proposed Cllr T Clews seconded Cllr Jarvis.</b></p>		
<p><b>9a.</b></p>	<p>Agenda Item 9a: Funding Request – North Warwickshire Police Boxing and Fitness Club.</p> <p><b>It was resolved to approve the request for funding. Proposed Cllr Jarvis seconded Cllr T Clews</b></p> <p>Cllr Jarvis suggested applications should also be made surrounding parishes as well. The Deputy Clerk would send links to local parishes. Cllr Jordan suggested speaking to Carol Evans regarding Lottery Grant applications.</p> <p>PC Lloyd Walton left the meeting at 7.30pm</p> <p><b>It was agreed to bring forward Agenda item 19 Parking.</b></p>		
<p><b>19.</b></p>	<p><b>PARKING</b></p> <p>a. Correspondence Item 1 and E73 – Town Centre Parking</p> <p>Cllr Singh as County Councillor asked the Deputy Clerk to forward Mr Mann’s correspondence to him directly and it was suggested Mr Mann may wish to talk to businesses.</p> <p><b>P30 07/21</b></p>		

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	<p>E73: this required decriminalisation.</p> <p>b. Proposed Parking Order- NWBC consultation response deadline 28.7.21.</p> <p>All those who had written in were to be advised to respond directly to the consultation and a link would be put onto the Town Council website as well.</p>		
4.	<p><b><u>County Coucillor Report</u></b></p> <p>A written report was noted. Cllr Singh added that by the August 3<sup>rd</sup> or 4<sup>th</sup> 2021 those who applied for the County Councillor Grant Fund would know if they had been successful.</p> <p>It was agreed to respond to the suggestion of putting 2 twin headed EV charging points in Station Street with a proposal instead to put them in the Woolpack Way Car Park where the WCC parking spaces were usually located. It could then have all four charging points protected against a wall, under CCTV Cameras and in a warden patrolled area.</p> <p><b><u>NWBC Councillor Reports</u></b></p> <p>None.</p>		
5.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 16<sup>th</sup> June 2021</b></p> <p>It was resolved to approve the minutes proposed Cllr Jarvis seconded Cllr T Clews</p>		
6.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING 16<sup>th</sup> June 2021.</b></p> <p>Apologies: Cllr T Clews noted his apologies were not recorded. This would be amended before the minutes are signed.</p>		
7.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b></p> <p>Ratification of cheque 109119</p> <p>Approval for all new cheques 109120- 109135</p> <p><b>It was resolved to approve the list proposed Cllr Jarvis seconded by T Clews</b></p> <p><b>Cheques over £500 listed below</b></p> <p>Wages £3,915.69        BNP Paribas £541.20        WCC £1,214.85        EnviroSAFE £ 672.00</p> <p><b>P31 07/21</b></p>		

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	<p>NWBC £8225.90  Perennial Landscapes £2,322.00  Servicom £724.20  Townscape Products £1160.16</p>		
8.	<p><b>PLANNING</b></p> <p><b>a) Planning Lists – 24,25,26</b></p> <p><b>b) Consultations</b></p> <p><b>PAP/2021/0155</b>  Peel House  Response deadline extension requested to 22.7.21  No Comment</p> <p><b>PAP/2021/0169</b>  Grendon Lodge  Response deadline extension requested to 22.7.21  No Comment</p> <p><b>PAP/2021/0170</b>  Grendon Lodge  Response deadline extension requested to 22.7.21  No Comment</p> <p><b>PAP/2021/0390</b>  84 St Georges Rd  Response deadline 5.8.21  No Comment</p> <p><b>PAP/2021/0345</b>  80 Stafford Street  Response deadline requested 22.7.21  No comment</p> <p><b>c) Decisions:-</b></p> <p>See attached weekly lists decisions highlighted – 24, 25, 26</p> <p><b>d) Other Planning Matters – nothing to report.</b></p>		
9.	<p><b>CORRESPONDENCE RECEIVED</b></p> <p><b>E19 / E25 / E27:</b> Cllr Jarvis reported that WCC had agreed to replace the tree missing from nearest the Angel and St Mary's Church as part of the Platinum Jubilee Celebrations.</p> <p><b>E68</b> Overhanging branches near highways: Councillor Singh said it was quicker for the Town Council to ask for this work to be carried out and WCC advised Highways England on 0300 123 5000 to report issues.</p> <p><b>P32 07/21</b></p>		

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	<p><b>E78</b> Cllr Jarvis reported the Welcome Back Government Grant Funding had identified re-opening the Town Centre Toilets.</p> <p><b>E18 / E22 / E57 / E58 / E85</b> Feedback from QE School Meeting which had taken place on 20<sup>th</sup> July 202. Town Councillors who attended noted that no WCC Officers were in attendance. Cllr Singh reported that he has taken the matter back to County as there are serious concerns about a fatality happening without urgent action. It was noted the yellow lines relate to the old school. WCC have agreed to take out the bars but will only remove the pillars if the police request it. It was suggested the Town Council should put in a letter to County. The Town Council could also ask if the access road is vehicular or pedestrian. <b>It was resolved to supply a Townwatch Radio to the school free of charge. They in turn would supply their staff with walkie talkie radios. Proposed Cllr T Clews seconded Cllr Singh.</b></p>		
10.	<p><b>PLAY AREAS/ OPEN AREAS</b></p> <p>Report for both sites (Deputy Clerk) – this was noted.</p>		
11.	<p><b>MARKET SQUARE</b></p> <p>a. Flagpole (moved from 16.6.21 Full Council) It was agreed the HAT group would take on this project in conjunction with other plans they had for the Platinum Jubilee Celebrations.</p> <p>b. Jubilee Tree – see earlier under Agenda Item 9 Correspondence.</p>		
12.	<p><b>ATHERSTONE COMMUNITY SUPPORT TEAM</b></p> <p>The working group report and update for the 'Thank You' day for Volunteers was noted and agreed. Funding has been sought from WCC and NWBC as well as Atherstone Town Council. <b>It was resolved Atherstone Town Council would meet any shortfall in funding up to £2000. Proposed Cllr Jordan seconded Cllr Jarvis.</b></p>		
13.	<p><b>OLD MORTUARY REBUILD PROJECT UPDATE</b></p> <p>Emails and Progress Report No. 4 from the project manager were noted.</p>		
14.	<p><b>REPORTS</b></p> <p>a. <b>Town Clerk Report</b> – noted and see P&amp;C later Agenda Item 25. <b>It resolved to sign the application for two deposit cards – one for each Clerk – to allow for paying in at the Post Office. Proposed Cllr Jarvis seconded Cllr T Clews.</b></p> <p><b>P33 07/21</b></p>		

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	<p><b>It was resolved for the Deputy Clerk to have an Internet Banking log on facility. Proposed Cllr Jarvis seconded Cllr T Clews</b></p> <p><b>b. Deputy Clerk Report</b> – this was noted.</p> <p><b>c. Finance (Clerk)</b> – it was noted that just bank statements were included this time due to the absence of the Clerk. An unpaid cheque for £45 (returned) was noted for further investigation and remedy.</p> <p><b>d. Town Councillor Reports</b> – A written report from Cllr Bishop was noted. Cllr Jordan reported that he had completed Chairman Training.</p>		
15.	<p><b>CEMETERY MATTERS</b></p> <p><b>a) Recent Burials</b></p> <p>Rosaline Marjorie Edwards B84 Re open to double depth  Alma Joyce Carter E1394 Re open to single depth  Jean Cook B104 Re open to double depth  Thomas George Kennell A536 New ash plot  Brenda May Kennell A536 New ash Plot  John Patrick Lane RCE684 Re open single depth out of parish</p> <p><b>Recent Memorial applications</b></p> <p>Annie Ethel Higgs E1415 Headstone  Pamela Lock O1941/2 Add inscription  Leslie and Marion White A541 Headstone  Nellie Burgess A296 Add inscription</p> <p><b>b) Cemetery Administration Report</b> - Report noted.</p> <p><b>c) General Cemetery Report</b>  This was noted and it was agreed after the recent emergency at the Cemetery to put stickers onto the bollards and prominent places showing the office number and postcode -also at the allotment sites and play areas. It was agreed to write and thank Eddie Stephenson the First Responder who had assisted on the day.</p>		
16.	<p><b>ALLOTMENTS</b></p> <p>The allotment report was circulated prior to the meeting and noted. <b>It was resolved to accept the Allotment Judges recommendations for Awards 2021. Proposed Cllr Jarvis seconded Cllr T Clews</b></p> <p>It was agreed to write to the tenant causing a nuisance to the neighbouring plot at Gypsy Lane as they had not responded to a verbal warning.</p> <p><b>P34 07/21</b></p>		

17.	<p><b>ARCADE (Clerk)</b></p> <p>a. Unit 1 windows (E35 Response from Planners) It was agreed to get quotations based on the planning advice.</p> <p>b. Unit 7 – there was no further update available.</p> <p>c. It was reported via the Atherstone Partnership Meeting that the cigarette bin at the Arcade was broken / missing. The deputy clerk was asked to investigate and ask Atherstone Partnership for the minutes of their recent meetings.</p> <p>d. The Deputy Clerk was asked to action the request to get a valuation of the Arcade.</p>		
18.	<p><b>POLICY REVIEW – Recommendations from Working Groups held 5.7.21 and 19.7.21</b></p> <p><b>It was resolved to accept the report as presented. Proposed Cllr Jarvis seconded Cllr Wightman</b></p>		
19.	<p><b>PARKING – see earlier after Item 4</b></p>		
	<p><b>PRIVATE &amp; CONFIDENTIAL</b></p> <p>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 eg 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> <li>4. Negotiations in labour relations.</li> <li>5. Advice received, information obtained or action to be taken in connection with any legal proceedings involving the Council.</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 Jarvis seconded Cllr Singh</b></p> <p>The Deputy Clerk was asked to leave the room for Agenda Item 20 Photocopier and Agenda Item 25b. The recording was paused for both these items.</p> <p><b>P35 07/21</b></p>		

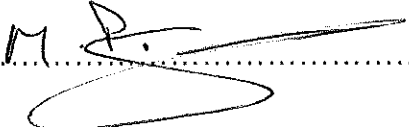
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20.	<p><b>PHOTOCOPIER</b></p> <p>It was resolved (following the email advice of the Solicitor dated 03.02.21) to conclude the photocopier matter with no further action to be taken. Proposed Cllr Jarvis seconded Cllr Singh.</p>		
21.	<p><b>QUOTATIONS</b></p> <p>a. Weather Station replacement (St Mary's Play Area) It was agreed the Deputy Clerk would get a price for a plain play board as the weather station panel is no longer available.</p> <p>b. New Honour's Board (Sports Award) This quote would be held on file.</p> <p>c. Play Area Roundabouts <b>It was resolved to carry out the work as quoted. Proposed Cllr Jarvis seconded Cllr Jordan.</b></p> <p>d. Tree Survey Work It was agreed to hold a working group to go through the surveys and quotations in detail.</p> <p>e. Upstairs Arcade i) Clearance of rubbish. ii) Legionella testing iii) Electrical Survey <b>It was resolved to defer these items i-iii for discussion until the valuation of the building had been obtained. Proposed Cllr T Clews seconded Cllr Singh.</b></p> <p>f. Allotment pathways grass cutting It was agreed to carry out 2<sup>nd</sup> cuts at Breadacres and Gypsy Lane Allotments and chase quotations for Merevale Allotment site as NWBC machines cannot access pathways.</p>		
22.	<p><b>GAZEBO STORAGE</b></p> <p>It was agreed to take the gazebos and canopy back to the top of the Arcade after the 8<sup>th</sup> August 2021 event.</p>		
23.	<p><b>ARCADE</b></p> <p>a) Asbestos Survey carried out 5.7.21 – this was to be noted and held on file.</p> <p><b>P36 07/21</b></p>		

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	<p>b) EPC Certificates – Correspondence E79.  It was agreed to get quotations for these EPC certificates.  Cllr Singh would investigate requirements generally required of a landlord ref OSCA and Arcade.  It was clarified that the valuations of the Arcade should be sourced from specialist commercial companies – Lichfield / Tamworth were suggested.</p>		
24.	<p><b>CCTV</b>  a) Update from Working Groups 30.6.21 and 20.7.21- noted  b) Airwaves Radio request for permission – deferred.</p>		
25.	<p><b>EMPLOYMENT</b>  a) Arcade Caretaker (moved from 16.6.21 Full Council)  Clerk to ask Richard Dobbs if there is any chance of linking this requirement with the new NWBC public toilet opening arrangements.  b) Clerks Report employment matters.  It was resolved to approve the recommendation of the Employment Committee to seek HR advice. Proposed Cllr Jarvis seconded Cllr Jordan.</p>		
	<p><b>The meeting closed at 9:30pm the next meeting 18<sup>th</sup> August 2021 – It was resolved to go to the NWBC Chamber for future meetings. Proposed Cllr Jordan seconded Cllr Singh.</b></p>		

Signed .....  ..... Chairman of Atherstone Town Council