

## ATHERSTONE TOWN COUNCIL

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DOCUMENT	<b>MINUTES OF THE ANNUAL TOWN COUNCIL MEETING</b>
VENUE	North Warwickshire Borough Council, Council House, South Street, Atherstone, Warwickshire, CV9 1DE
DATE AND TIME	<b>Wednesday 15<sup>th</sup> June 2022 7.00pm</b>
IN ATTENDANCE	Town Councillors: Jordan, Wright, Pickard, P Gurney, Jarvis, Spencer, Barnett, Wightman Police: PC Lloyd Walton, PCSO Molly Snape Borough and County Councillors: None Public: Chris Jones, Carol Evans, Laura Donnelly Press: None
APOLOGIES	Councillors: Bishop, Henney, D Clews, T Clews, Singh,
CHAIRMAN	Cllr Jordan
CLERK	Odette Oldham – Town Clerk

Item		Actions	Notes
	The chairman announced the meeting will be recorded.		
	Cllr Jordan announced that former Councillor Martin Davis recently passed away and sincere condolences are sent to his family. Councillors paid tribute to Martin who was a true remarkable gentleman		
1.	<b>APOLOGIES AND ACCEPTANCE OF REASON OF ABSENCE</b> These were noted.		
2.	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY.</b>  It was agreed these would be taken as and when.  Cllr Jarvis declared an interest in planning. Cllr Jordan declared an interest in planning and licencing.		
3.	<b>PUBLIC SESSION (maximum 30 minutes)</b>  Carol Evans publicly thanked the Queens Platinum Jubilee committee for all their hard work over the jubilee weekend which was a very successful event. Cllr Jarvis thanked her for her comments.  <b>P132 06/22</b>		

<p>4.</p>	<p><b>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS as per written reports.</b></p> <p><b><u>Police reports</u></b></p> <p>PC Lloyd Walton (PC LW) reported since the last meeting there have been 8 arrests – public order offences, drink/drug driving, breach of order, theft, handling of stolen goods, assault, warrant, plus there have been 3 evictions. Cllr Wright confirmed he recently met with the Chief Constable who appreciates the staffing problems in the SNT in North Warwickshire. Cllr Jarvis has a Police and Crime Panel meeting next with Inspector Allison Wiggin. PC LW reported he is receiving lots of emails regarding parking in Croft Avenue, he asked for clarification regarding the police responsibility for WCC Civil Enforcement, the Town Clerk to follow this up. Cllr Jordan confirmed the Civil Enforcement is run by WCC and the car parks by NWBC.</p> <p><b><u>County Councillor Report</u></b></p> <p>No reports</p> <p><b><u>NWBC Councillor Reports</u></b></p> <p>No reports</p>		
<p>5.</p>	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 18<sup>th</sup> May 2022</b></p> <p><b>It was resolved to approve the minutes. Proposed Cllr Wright seconded Cllr Jarvis.</b></p>		
<p>6.</p>	<p><b>MATTERS ARISING FROM THE TOWN COUNCIL MEETING OF 18<sup>th</sup> May 2022.</b></p> <p>P120 /04/22 – LED lighting funding for the upstairs of the arcade. Cllr Barnett asked if there was any update on this, the Clerk confirmed this has not yet been applied for.</p> <p>There were no other matters arising.</p>	<p>OG to do</p>	
<p>7.</p>	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b></p> <p>Cllr Jordan declared a non-pecuniary interest in cheques 109372/373/374 The following cheques to be ratified 109351 Approval for all new cheques 109352 to 109375 <b>It was resolved to approve the list. Proposed Cllr Wright seconded by Cllr Jarvis</b></p> <p><b>P133 06/22</b></p>		

	<p><b>Cheques over £500 listed below</b></p> <p>Wages £3,848.12  WCC £1,248.82  HMRC £4,527.59  BNP Paribas £541.20  Perennial Landscapes Ltd £2,366.40  Atherstone Partnership £2,000.00  P Parker £960.00  BHIB 2,752.60  White Hart Community Group £ 816.30</p>		
8.	<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 Jarvis</p>		
9.	<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, Cllr Wright pointed out the 2020-21 had a numerical addition error of £1 which the clerk confirmed is a rounding issue but will flag this up with the external auditors.</p>		
10.	<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 Jarvis</p>		
11.	<p><b>EFFECTIVENESS OF INTERNAL AUDIT</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Jarvis</p>		
12.	<p><b>ACCEPTANCE OF COMPLETED ANNUAL RETURN</b></p> <p>It was resolved for this to be approved Proposed Cllr Wright seconded Cllr Jarvis</p>		
13.	<p><b>Planning</b></p> <p>a) <b>Planning Lists</b> – 17/18/19/20/21** nothing for Atherstone on 20/21</p> <p>b) <b><u>Consultations</u></b></p> <p>No comments on the following planning applications</p> <p><b>P134 06/22</b></p>		

	<p><b>PAP/2022/0228 Durnos Nurseries Old Holly Lane Atherstone</b></p> <p>Proposal: Variation of condition no: 2 of planning permission PAP/2014/0540 dated 18/11/2021</p> <p><b>PAP/2022/0229 44, Stanley Rd Atherstone</b></p> <p>Replace the existing windows and door with UPVC frames to flat.</p> <p><b>c) Decisions: -</b></p> <p>See attached weekly lists decisions highlighted – <b>17-21</b></p> <p><b>d) Other Planning Matters - None</b></p>		
<b>14.</b>	<p><b>CORRESPONDENCE RECEIVED.</b></p> <p><b>E6</b> Cllr Barnett referred to the recent WALC weekly roundup regarding (LTN80-Members-conduct-and-the-registration-and-disclosure-of-their-interests-England) the Clerk will check with NWBC as to when they are adopting this update.</p> <p><b>E27</b> East Midlands Airspace Airspace Modernisation Programme Stage 2 Cllr Barnett confirmed he will attend this briefing.</p> <p><b>E41</b> Parish &amp; Town Council Emergency Preparedness Cllr Barnett requested a copy of this is obtained and circulated to all Councillors.</p>	<p>OG – to do</p> <p>OG</p>	<p>Requested 23.6.22</p>
<b>15.</b>	<p><b>WCC ART CHALLENGE PROJECT UPDATE</b></p> <p>This should be in place by the end of June</p>		
<b>16.</b>	<p><b>MARKET SQUARE</b></p> <p>Nothing to report</p>		
<b>17.</b>	<p><b>DICKENS FIREWORKS</b></p> <p>It was noted there had been no response to the email sent by the Deputy Clerk on the 20<sup>th</sup> April 2022.</p>		
<b>18.</b>	<p><b>BY-ELECTION Thursday 23<sup>rd</sup> June 2022</b></p> <p>It was noted that there are three candidates, one Conservative, one Labour and one Independent.</p>		
<b>19.</b>	<p><b>ATC COMMUNITY GRANT FUND</b></p> <p>An application form from St Benedict's Catholic Academy was considered but not approved and resolved that they re submit the application to Mancetter Parish Council, proposed Cllr Wright seconded Cllr Jarvis</p> <p><b>P135 06/22</b></p>	<p>OG to do</p>	

20.

**WRITTEN REPORTS**

**a. Town Clerk's Report**

Cllr Jordan asked for a copy of the CCTV Partnership agreement to be circulated to all Councillors, Cllr Pickard asked for a summary of CCTV arrangements.

OG to do

b. **Deputy Clerk's Report** this was noted.

c. **Finance (Town Clerk)** this was noted

d. **Town Councillors Reports** - None this month

e. **Cemetery Reports (Deputy Clerk)**

**Recent Burials in Atherstone Cemetery**

Alan Norman Harper	B274	New triple plot
Kathleen Barbara Orton	E730	Re open for ashes
Delphine Jean Milligan	B216	Re-open to double depth

**Recent Memorials**

B258 Jane Elizabeth and Bill Murray	Headstone and kerbs
A551 Martin Fricker	Wedge with vase
A406 Veronica June Clarke	Headstone
A580 Angela Helen Turner	Headstone
A207 Colleen Hooper	Inscription
B104 Jean Cook	Inscription

**General Cemetery Report**

It was noted that the cemetery toilet has a blockage, also there is also water coming up from the ground near to the toilet area both are being dealt with a contractor will be on site this week.

OG to do

Cllr Wright declared an interest.

The Clerk reported the toilet door needs either maintenance or replacing. A quote for replacement to be obtained.

OG to do

It was noted under correspondence item E37 that an apology has been received from the contractor that had driven over the freshly cut grass at the bottom of the cemetery.

f. **Allotment Report (Deputy Clerk)** this was moved to P&C proposed Cllr Jordan seconded Cllr Jarvis.

g. **Play Areas Report (Deputy Clerk)**

Graffiti on St Marys play equipment has been reported, Cllrs Jarvis and Wightman offered to clean it off.

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	<p><b>h. Arcade report</b></p> <p>It was reported that the paintwork by the side of Unit 6 is dirty.</p> <p><b>i. Arcade Working Group feedback.</b> Nothing to report.</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> <p>2. Accommodation, services or financial assistance provided by the Council to an individual.</p> <p>3. Details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods and services.</p> <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>Proposed Cllr Jarvis seconded Cllr Wright</p>		
21.	<p><b>QUOTATIONS</b></p> <p>Preferred Tree contractor – it was resolved to accept HJ Gould as the preferred tree contractor, proposed Cllr Barnett seconded Cllr Jarvis.</p>	SAO to do	
22.	<p><b>ACCOMMODATION</b></p> <p><b>a. Old Mortuary</b> – paperwork has been received from the solicitors; it was resolved for any two bank signatory Councillors to sign it.</p>	OG to do	Signed 16.6.22
25.	<p><b>CCTV –</b></p> <p>The next Partnership meeting is 21<sup>st</sup> July 2022.</p>		
20f.	<p><b>Allotment report.</b></p> <p>The Deputy Clerk carried out allotment inspections at both sites, some resulting in cultivation/eviction notices. A tenant at Merevale plot M27A has appealed their eviction notice, it was resolved to uphold the eviction notice proposed Cllr Wright seconded Cllr Wightman.</p> <p>It was reported that the bollard on one of the pathways has been moved, Council agreed for the offer from the tenants to put the bollard back, proposed Cllr Jarvis seconded Cllr Jordan.</p> <p><b>P137 06/22</b></p>	SAO to do  SAO to do	

	<p>It was reported the fallen tree on Merevale Plot 5 has come to rest over the brook, blocking it and creating a bridge access to the allotments, Council agreed if Merevale Estate can't remove it, to ask Nigel Taylor to do so.</p> <p>Council were asked to consider giving delegated authority to two Councillors from the Allotment group to act as a panel with the Clerks to address appeals to cultivation/eviction notices in future. Propose Cllr Jarvis seconded Wright.</p>	SAO to do	
	<p><b>The meeting closed at 8:36pm the next meeting is Wednesday 27<sup>th</sup> July 2022</b></p>		

Signed ..... Chairman of Atherstone Town Council

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DRAFT