

ATHERSTONE TOWN COUNCIL

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DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	North Warwickshire Borough Council, Council House, South Street, Atherstone, Warwickshire, CV9 1DE
DATE AND TIME	Wednesday 17th August 2022 7.00pm
IN ATTENDANCE	Town Councillors: Jordan, P Gurney, Barnett, Chambers, Jones, D Clews. Wright, Jarvis, Singh, T Clews, Police: PC Lloyd Walton, PCSO Molly Snape Borough and County Councillors: None Public: M Short, G Chamberlain, T Holtom Press: None
APOLOGIES	Councillors: Bishop, Henney, Spencer, Wightman
CHAIRMAN	Cllr Jordan
CLERK	Odette Ghent – Town Clerk

Item		Actions	Notes
	The chairman announced the meeting will be recorded		
1.	APOLOGIES AND ACCEPTANCE OF REASON OF ABSENCE These were noted.		
2.	DECLARATIONS OF INTEREST AND DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTERESTS. DECLARATIONS OF GIFTS AND HOSPITALITY. It was agreed these would be taken as and when. Cllr Jordan declared an interest in planning and licencing. Cllrs Jarvis and T Clews declared an interest in planning. Cllr D Clews declared an interest in matters relating to the Arcade.		
3.	PUBLIC SESSION (maximum 30 minutes) Mr Short asked if there had been any further consideration for a Community Orchard in memory of Cllr L Dirveiks. He confirmed his trade union are willing to assist with funding this project. Cllr Wright agreed this is a great idea but as the Town Council don't own much land a location needs to be found. It was suggested that should Mr Short find any possibly locations to contact ATC who can ascertain who owns the land. Mr Short expressed his disappointment of the deterioration and planned demolition of Britannia Works and as previously mentioned said he feels there should be a Heritage Officer on the Town Council that could have a voice on such matters. P148 08/22		

MPS

Cllr Jarvis declared an interest as he is on the Planning Board but gave a brief update and confirmed the recent planning application relates to the discharge of conditions.

Gary Chamberlain (GC) asked if the Councillor attendance at meetings could be put on the website.

Atherstone Partnership – GC reported he had a recent meeting with WCC regarding the refurbishment of the bus station area, he confirmed Streetscape have identified the owner and the land which will be cleared by the palisade fencing.

Cllr D Clews mentioned the idea of a Community Clean up.

Cllr Chambers reported the preparation for the 'Stop a While' events at Ruby Yard on 3rd September 2022 11-3pm are going well she also thanked the Atherstone Partnership for all their hard work promoting the Town which is encouraging community spirit.

Tony Holtom gave an update on the Music event being held in the Market Square on Saturday 10th September 2022; 32 local businesses have donated raffle prizes for the raffle.

He asked if he could borrow some of ATC tables for the event.

Cllr Singh mentioned that the 'Dickens Committee' have tables and chairs, Tony Holtom confirmed he has enquired about these to be told they are already in us that weekend.

Cllr Jarvis confirmed these tables and chairs were purchased for community use and should not be hired out commercially.

PC Lloyd Walton was unaware of this event and asked that all events should be notified to the Police.

Tony Holtom confirmed he had notified the Police Tactical Planning department as instructed on the ATC Market Square booking form.

4. REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS as per written reports.

Police reports

PCSO Molly Snape reported the following incidents,

10 antisocial behaviour

15 suspicious

5 road traffic collisions

6 road related

3 abandoned vehicles

20 concerns

4 burglaries

16 domestic

7 violence

1 vehicle crimes

1 theft

4 burglary related

4 mental health related

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<p>4. cont.</p>	<p>PC Walton reported he was unable to report arrests this month but confirmed the incidents have dropped this month.</p> <p>Police staffing numbers have not changed. Two evictions are currently going through. Cllr Jones confirmed the Clerks did write to the Police Hierarchy regarding staff numbers this was replied to, PC Lloyd Walton asked if the reply could be forwarded to him.</p> <p>Cllr Ray Jarvis asked PC Lloyd Walton what effect does the CCTV live monitoring have helping with Policing. He confirmed that it was very effective. Cllr Chambers confirmed the CCTV Partnership have details of this and a recent report has been compiled including the improvement in the proactive live monitoring assisting in not only Police arrests but helping with community wellbeing.</p> <p><u>County Councillor Report</u></p> <p>Cllr Singh reported he has pledged £5k of his deferred budget towards the refurbishment of the Bus Shelter area. Cllr Jones and Chambers have offered to represent ATC in this clean up.</p> <p>Outwoods School have now qualified for a School Crossing with effect from September.</p> <p>Greenshoots Funding – round 2 is available and encouraged ATC if they have any projects that would qualify for this to apply.</p> <p>Commonwealth Games Sports Equipment is available to local Community Groups.</p> <p><u>NWBC Councillor Reports</u></p> <p>No reports received.</p>		
<p>5.</p>	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 27th July 2022</p> <p>It was resolved to approve the minutes. Proposed Cllr Barnett seconded Cllr Chambers</p>		
<p>6.</p>	<p>MATTERS ARISING FROM THE TOWN COUNCIL MEETING OF 27th July 2022.</p> <p>P139 Councillor attendance – Cllr D Clews proposed that the attendance is put on the website seconded Cllr Wright</p> <p>P143 E65 Cllr T Clews asked if the Navy have replied regarding the naming of a future ship, it was confirmed there has not been a reply as yet.</p> <p>P150 08/22</p>		

MR

	<p>P144 E66 – Cllr Singh asked about the Bike Racks, an email from ATC has gone to Richard Dobbs at NWBC following requests from the public for more bike racks and for the ones in Woolpack Way that are now obscured by the Car Park Parking Machine to be relocated. The Clerks to chase a response to the email and cc Steve Maxey.</p> <p>Cllr Singh confirmed that he is working on a solution for more bike racks in the town.</p> <p>Cllr Chambers as a regular cyclist confirmed she has also contacted NWBC regarding more bike racks.</p> <p>Standing orders were suspended to allow Gary Chamberlain to talk. He confirmed he has spoken to WCC regarding bike racks in the bus station area and confirmed need to be of a certain size/shape to be officially classed as bike racks which can then be added to a national map that is searchable for cyclists visiting the Town.</p> <p>The meeting resumed.</p> <p>There were no other matters arising.</p>		
7.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>Cheque 108798 was cancelled/void</p> <p>The following cheques were presented for approval cheques 108799 to 108809</p> <p>It was resolved to approve the list. Proposed Cllr Wright seconded by Cllr D Clews</p> <p>Cllr Singh declared an interest in Cheque 100804</p> <p>Cllr Wright asked for confirmation that the NWBC invoice for the By-Election did not include Polling Cards it was confirmed that it didn't.</p> <p>Cheques over £500 listed below</p> <p>Wages £3,907.54 WCC £1,248.94 BNP Paribas £541.20 NWBC £3,523.22 Perennial Landscapes Ltd £2,227.20</p>		
8.	<p>Planning</p> <p>a) Planning Lists – 28-30 inclusive</p> <p>b) <u>Consultations</u></p> <p>PAP/2022/0213 - 1 Cooks Close - Work to trees in a conservation area – Yew Trees</p> <p>PAP/2022/0385 – St Clements Court - Work to trees in a conservation area.</p> <p>There was no objection to the above as long as out of nesting season.</p> <p>P151 08/22</p>		

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	<p>PAP/2022/0376 – 68 Long Street</p> <p>Objection due to over intensification.</p> <p>PAP/2022/0401 and PAP/2022/0402 – Britannia Works</p> <p>A response with comments and observations to be sent stating it appears that if these conditions are to have any useful purpose they need to be met before any groundworks are commenced, and therefore should remain as originally written, or if the planning board sees fit removed. Therefore, we see no logical reason in approving the changes as stated.</p> <p>PAP/2022/0413 – 20 Holte Road No objection if acceptable to neighbours Cllr Singh declared an interest in the above.</p> <p>c) Decisions: -</p> <p>See attached weekly lists decisions highlighted – 28 - 30 inclusive</p> <p>d) Other Planning Matters – None</p>		
9.	<p>CORRESPONDENCE RECEIVED.</p> <p>E4 Supporting the North Warwickshire Time Bank – to be added to September agenda as the representative was unable to attend the meeting tonight.</p> <p>E23 Changes to Access/Egress of the Council House – Cllr Chambers commented on the trail that has been introduced by NWBC where staff/partners and Councillors can only access the building via the rear staff car park on Woolpack Way. They can no longer use the main reception doors due to occasions of tailgating by members of the public. Cllr Wright reported this was risk assessed resulting in this change and its being looked into by NWBC.</p> <p>E26 Atherstone Community Speed watch grant application</p> <p>It was confirmed that the Atherstone Borough Councillors are planning to jointly fund this. Cllr Jarvis confirmed he has sourced a loan speed gun.</p>		
10.	<p>MARKET SQUARE</p> <ul style="list-style-type: none"> • Music event Saturday 10th September 2022 – Wine Bar <p>Verbal request to use the ATC tables this was approved.</p> <p>P152 08/22</p>		

MD

11.	ROYAL BRITISH LEGION – Remembrance Sunday November 22 A meeting is planned for Tuesday 23 rd August 2022 11am at St Marys Church with ATC/RBL/Rev Michael Brandsma		
12.	BUDGET/PRECEPT MEETING 2023-24 – provisional date Wednesday 26.10.22		
13.	FUNDING OPPORTUNITIES – for information/consideration It was agreed to hold a working group very soon to discuss these opportunities. The Clerk would circulate a date.		
14.	ATC COMMUNITY GRANT FUND a. Wine Bar music event application – resubmission There was a discussion about this Cllr Barnett proposed this application was rejected as the applicant is a Limited Company seconded Cllr Wright a vote was taken, and the vote lost. After the vote was taken it was clear that Councillors were not clear on the vote, the vote was unanimously rescinded and taken again. Cllr T Clews proposed seconded by Cllr D Wright to reject this application as in line with ATC community grant application guidance notes 'applications will be considered only from "not for profit" organisations' this applicant is a limited company. It was suggested the Wine Bar are signposted to WCAVA who can assist in setting up a 'not for profit organisation'		
15.	WRITTEN REPORTS a. Town Clerk's Report – this was noted. b. Deputy Clerk's Report - It was noted that the Deputy Clerk will liaise with the Chairman regarding if there is to be a Dickens reception and Annual Dinner early 2023, the rest of the report noted. c. Finance (Town Clerk) this was noted. d. Town Councillors Reports - None this month. e. Cemetery Reports (Deputy Clerk) i) Recent Burials in Atherstone Cemetery Mary Patricia Jones RCE895 Re open to double depth. ii) Recent Memorials E730 Kathleen Barbara Orton add inscription E1315 Janet Pearl Mayo add inscription Grave B Janet Joyce Boal tablet B128 Terence Hitchman headstone and kerbs P153 08/22		

MPS

iii) General Cemetery Report

The Clerk reported on going issues with the Cemetery toilet blocking and requested a camera survey is carried out, this was approved. Proposed Cllr T Clews seconded Cllr Singh.
The water leak in the Cemetery at the rear of 27 Sheepy Rd is still under investigation.

f. Allotment Report (Deputy Clerk)

Cllr Jarvis confirmed there are no allotments in Grendon and asked that ATC contact Grendon PC (there are a few Grendon residents on the ATC out of Parish allotment waiting list).

The Clerk confirmed she has done so to remind them of statutory duty as per the Small Holdings and Allotments Act 1909 c.36 part 2 – if at least six local residents, request the provision of an allotment site the Council are obliged to look into this.

g. Play Areas Report (Deputy Clerk) this was noted.

The Deputy Clerk is chasing up Hags regarding the failed Wet Pour.

h. Arcade report

Cllr Barnett asked if there had been progress getting quotes for the work required as suggested by Ansty Energy to get the upstairs EPC rating up to an acceptable level to enable it to be let out.

i. Arcade Working Group feedback

The report submitted from Cllr Bishop carried forward from the July meeting with a number of questions for the Town Council.

In response to the following questions:

Q. Will the Council agree to using profit from rental income from the Arcade units to upgrade and maintain the whole building, not just the ground floor?

A. Cllr Wright suggested that any profit should be used on the downstairs of the Arcade.

Q. When will the Council make it clear to all concerned what it intends for the future use of the upstairs space

A. Cllr Wright proposed no further action to be taken on the upstairs of the Arcade due to financial restraints, and ATC to cease any more work or time on this, seconded Cllr Jones.

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<p>16.</p>	<p>Cllr Chambers objected to this proposal and asked that further consideration be made to getting quotes for which funding may be available.</p> <p>Cllr Chambers left the meeting at 8:45pm</p> <p>IPM report Cllr Barnett mentioned social media and asked if some action can be taken. Cllr D Clews asked what can ATC do to support Atherstone Partnership who appear to be the appropriate organisation to take the lead. Cllr Barnett suggested a brainstorming session looking at funding that could be used for example 'tackling eyesores'</p>		
	<p>PRIVATE & CONFIDENTIAL</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 D Clews seconded Cllr T Clews</p>		
<p>17.</p>	<p>QUOTATIONS</p> <p>i) Paint for Play Areas Maintenance work.</p> <p>The quotation from Rawlins was approved proposed Cllr Jordan seconded Cllr T Clews</p> <p>ii) DJOGS Cemetery Extension – nothing received this month.</p> <p>iii) Merevale Allotments Pathway cutting.</p> <p>Cllr Jordan declared an interest.</p> <p>The quotation received was approved proposed Cllr Jarvis Cllr Singh</p> <p>P155 08/22</p>		

M.P.S

	<p>iv) Barnsley Close / Westwood Park Trees – Oak and Ash</p> <p>Legal advice from the council solicitor has confirmed that The Oak tree in the rear garden of 32 Barnsley Close on the boundary with Westwood Park is not owned by ATC therefore any work to it is not our liability.</p> <p>Cllr Wright proposed that we write to the owner confirming this seconded Cllr Barnett</p> <p>The Ash tree that is overhanging the garage of 8 Barnsley close it was agreed to approve the quotation from HRJ Gould to coppice this tree proposed Cllr Jordan seconded Cllr T Clews</p> <p>Cllr Singh left the meeting at 9pm</p> <p>v) 3 Year Tree Management plan.</p> <p>The three-year tree maintenance plan was discussed in detail. The felling of the horse chestnut trees in the Cemetery will be handled sensitively and a press release/social media post to inform the public of the Health and Safety reasons and that new trees will be re planted.</p> <p>Cllr D Clews asked if the wood could be saved to make natural wood benches, Cllr Jarvis suggested the tree stumps are left to seat height, if possible, to be used in the cemetery. Cllr Barnett mentioned possible tree carvings could be done on the stumps.</p> <p>The quotation from HRJ Gould was approved for Year one proposed Cllr Barnett seconded Cllr Wright.</p> <p>vi) CCTV link to Leek Wootton</p> <p>The quotation was approved proposed Cllr Barnett seconded Cllr T Clews</p> <p>The clerk to contact the Police at Leek Wootton to ascertain how often this link is used and is it useful. Also, to confirm exactly how the link works.</p>		
<p>18.</p>	<p>ACCOMMODATION</p> <p>a. Old Mortuary – no update this month</p> <p>The pop ups and weights need relocating from the Old Mortuary potentially to the upstairs of the Arcade unless an alternative place can be found by the end of August 2022. Cllr Jarvis proposed to approve up to maximum of £300 for this to be done, seconded Cllr Barnett.</p> <p>The Clerk is investigating a permanent option for the pop ups including purchasing a container.</p> <p>P156 08/22</p>		

M.P.S

	<p>b. Office Telephone</p> <p>The main ATC office telephone line needs disconnecting from the Old Mortuary, the current provider Mainstream Digital have quoted £5 per month to make it a virtual number with a diversion to the office mobile, Proposed Cllr Jarvis seconded Cllr T Clews</p> <p>c. NWBC License renewal – Cllr Jordan signed the license.</p> <p>Cllr Barnett requested we query with NWBC item 3.4 on the Licence that states the licence fee will be increased annually in accordance with the Retail Price Index (RPI) rather than the Consumer Price Index (CPI)</p>		
19.	<p>MEREVALE ALLOTMENT COMPLAINT</p> <p>The complaint was discussed and decided that no further action to be taken.</p>		
20.	<p>CCTV – nothing to report.</p>		
	<p>The meeting closed at 9:29pm the next meeting is Wednesday 21st September 2022</p>		

Signed  Chairman of Atherstone Town Council

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