

ATHERSTONE TOWN COUNCIL

PO Box 2000, Atherstone, Warwickshire, CV9 1YN

Communications: Telephone 01827 720829

Email clerk@atherstone-tc.gov.uk

DOCUMENT	<b>MINUTES OF THE TOWN COUNCIL MEETING</b>
VENUE	North Warwickshire Borough Council, Council House, South Street, Atherstone, Warwickshire, CV9 1DE
DATE AND TIME	<b>Wednesday 18<sup>th</sup> January 2023 7.00pm</b>
IN ATTENDANCE	Town Councillors: Jarvis, Singh, Gurney, Chambers, Jones, Bishop, Barnett, Wright, Police: PC Lloyd Walton, PCSO Snape Borough and County Councillors: None Public: G Chamberlain, C Evans, L Donnelly
APOLOGIES	Councillors: T Clews, D Clews, Spencer, Jordan, Wightman,
CHAIRMAN	Cllr Jarvis
CLERK	Odette Ghent Town Clerk, Deputy Clerk Sally Oldham also in attendance

Item		Actions	Notes
	The chairman announced the meeting will be recorded.		
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>  Cllr Jarvis declared an interest in Planning.		
3.	<b>PUBLIC SESSION (maximum 30 minutes)</b> Gary Chamberlain (GC) reported he has returned to the Atherstone Partnership (AP) as Chair and the group has been restructured. There is now a Chair, Treasurer, Secretary and some Deputy Chair positions and Associate Members. Cllr Jarvis asked GC to send the new structure to the Clerk. GC confirmed the AGM has been cancelled and will now be held in July 2023  Carol Evans (CE) reported as Deputy Chair for AP that the next event to be held will be the Coronation Event weekend 5-7 <sup>th</sup> May 2023. She has met with Ken Manger (Queens Platinum Jubilee committee) and together they will share ideas in planning the event.  Laura Donnelly reported as Deputy Chair focusing on Businesses and the Community that she is preparing a 12month plan on how to engage with businesses in the Town and to improve the Digital Footprint.  <b>P190 01/23</b>		

4.

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

PCSO Molly Snape reported the following incidents over the last 8 weeks.

25 x Concern

5 x Vehicle crime

8 x Anti-Social behaviour

8 x Road Traffic collisions

3 x Thefts from shops

3 x Burglary (businesses)

2 x Road related

2 x Damage

Feedback from the December 2022 meeting regarding the request from Inspector A Wiggin for ATC to give a priority list of issues to the SNT, the focus was on underage drinking and anti-social behaviour.

PCSO Snape confirmed there was a licencing operation over Christmas which dealt with the underage drinking and no breaches found.

Parking is an ongoing issue.

PC Lloyd Walton reported 8 arrests (5 x assault, 2 x breach of orders and 1 x drunk and disorderly)

He requested that ATC read and agree to the **Public Space Protection Order (PSPO's)** - Local Authorities were granted powers to introduce Public Space Protection Orders (PSPO) in 2014 through the Anti-Social Behaviour, Act 2014.

This replaced old legislation and gives councils powers to deal with nuisances or problems which harm the local community's quality of life.

The order is intended to ensure that people can use and enjoy public spaces, living safely from anti-social behaviour.

This will be added as an agenda item for the next meeting to be formally agreed.

**Boxing Club**

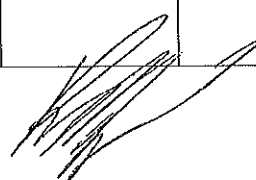
There have been 10 new starters this week at the Boxing Club.

There are now three Police qualified personal trainers, the training paid for by some Sports England funding, the plan is to go into schools who can identify those that would benefit from the discipline of the Boxing Club.

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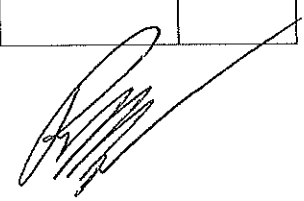
	<p>Also, some intervention for young adults that may benefit.</p> <p>Sports England have also agreed to fund personal training for young adults as a gateway into employment, the criteria is they are 16+ and live in the postcode area, referrals to be sent to PC Lloyd Walton.</p> <p><b>Crime Prevention Engagement Day</b> with Neighbourhood Watch on the Market Square 25 January 2023</p> <p><b>CCTV</b> it was reiterated the importance of the role that the CCTV plays working alongside the SNT, not only helping operationally but a lifeline to the Police to ensure the health and safety of the officers. PCSO Lloyd Walton confirmed he escalates the benefit of the Town CCTV to his superiors.</p>		
5.	<p><b>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 14<sup>th</sup> December 2022</b></p> <p>Proposed Cllr Wright seconded Cllr Bishop – subject to an amendment regarding the venue.</p>		
6.	<p><b>MATTERS ARISING FROM THE TOWN COUNCIL MEETING OF 14<sup>th</sup> December 2022.</b></p> <p>There were no matters arising.</p>		
7.	<p><b>CASUAL VACANCY</b></p> <p>It was confirmed that no applications have been received.</p>		
8.	<p><b>COUNCILLORS APOLOGIES</b></p> <p>No further updates to report.</p>		
9.	<p><b>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</b></p> <p>The following cheque was presented for ratification: 109402          Cheques:109403 to 109424 for approval.          Cllr Singh declared an interest in Cheque 109410  <b>It was resolved to approve the cheques Proposed Cllr Wright seconded by Cllr Jones</b>  <b>Cheques over £500 listed below.</b>          Wages £4,143.12          BNP Paribas £541.20          Atherstone Common plots £837.45          NWBC £5,667.52          Servicom £783.00          Turnock Ltd £8,097.60          Atherstone Dickens event £2,500.00          Smithy Farm Shop £6,015.50</p> <p><b>P192 12/22</b></p>		



<p>10.</p>	<p><b>PLANNING MATTERS</b></p> <p><b>a) Planning Lists – 48-52 inclusive</b></p> <p><b>PAP / 2022/0066</b> – Unit 14 Carlyon Rd – Extensions. Amended plans.</p> <p><b>PAP/ 2022 /0228</b> – Durnos nurseries – Variation of conditions.</p> <p><b>PAP / 2022 / 0290 and 0291</b> – Old Post Office Yard – Rear of 100 Long St. Conversion to flats.</p> <p><b>PAP / 2022/0576</b> – NWBC – Fell 5 Trees Cattle Market Car Park.</p> <p><b>PAP / 2022 / 0619</b> – Holme Villa and Holmville House</p> <p><b>There are no comments or objections on any of the above-listed applications.</b></p> <p><b>b) <u>Consultations</u></b></p> <p><b>c) Decisions: - See weekly lists 48-52 and decisions</b></p> <p><b>d) Other Planning Matters – Street Naming.</b></p> <p>It has been noted that ATC are no longer invited to suggest street names for new developments, the Clerk to contact NWBC Planning department to enquire if there is a reason this does not still happen?</p>		
<p>11.</p>	<p><b>CORRESPONDENCE RECEIVED.</b></p> <p><b>E2</b> – Cllr KB asked if any councillors are attending the Warwickshire Towns Network conference event on 7 March 2023 at Warwick Racecourse.</p> <p><b>E24</b> – Cllr KB asked if the email regarding the skatepark can be forwarded to NWBC.</p> <p><b>E41</b> – Cllr SB highlighted the Platinum Jubilee Fund is open for application which is managed by the charity Action with Communities in Rural England (ACRE) and village halls in England can now apply for grants to improve and modernise their facilities and can request grants from £7,500 to £75,000, and up to a maximum of 20 per cent of eligible project costs. Capital grants will be allocated to support infrastructure improvements, the refurbishment of facilities.</p> <p><b>E88</b> – Cllr SB expressed her disappointment that the PCC are not interested in offering funding for the CCTV</p> <p>Cllr DW reported in his capacity as leader of NWBC he had a meeting with the PCC where he reminded him that North Warwickshire is also in his remit.</p> <p>A further meeting is planned with the PCC and the MP where CCTV and the SNT will be discussed.</p> <p><b>P193 01/23</b></p>		

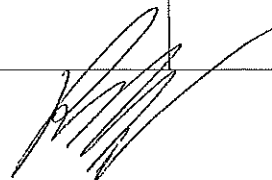
	<p><b>E91</b> – Reply from the MP regarding CCTV funding signposted ATC to the NWBC UK Shared Prosperity Fund (UKSPF) Cllr DW confirmed that NWBC have received £1,925M from the UKSPF and he is confident that if ATC apply to this fund they could be successful.</p> <p><b>E57</b> Cllr DW expressed his disappointment that a member of the public has assumed the decision was taken to switch off or remove the NHS light display in Long Street was totally political due to the ongoing NHS strikes by nurses and ambulance staff. It was confirmed that on Sunday 18<sup>th</sup> December 2022 that display came away from the fixings on the Old Bakery.</p>		
12.	<p><b>CHRISTMAS LIGHTS</b></p> <p>On Sunday 18<sup>th</sup> December 2022 the NHS Christmas light display came away from the fixings on the Old Bakery Long Street. The Clerk and Cllr Jarvis attended site, the Christmas Light Contractors also attended and removed the display and with the help of Central Building Control the area was made safe. Further investigations are underway with the building owner, ATC has informed their insurance company. The Christmas light contractors are due to visit imminently and discuss all the fixings for future years.</p>		
13.	<p><b>COST OF LIVING CRISIS - how can ATC help their Parishioners</b></p> <p><b>a. Warm Hub</b> Cllrs Singh and Jarvis have been looking into the opportunity to provide a warm hub at a WCC Building on Ratcliffe Road, in order for this to materialise WCC require an organisation like ATC to take the lead. Currently there are no warm hubs over the weekend in Atherstone and the suggestion is to open one on a Saturday during the winter months. ATC agreed to support this project which would be at no cost to ATC as funding is available, but volunteers are required and promotion of the warm hub.</p> <p><b>b. Feedback from Cost-of-living support briefing 10.1.23</b> which the Clerk attended and will update ATC website signposting people where to get help.</p> <p><b>c. Funding</b> – There is various funding available to support Warm hubs.</p>		
14.	<p><b>ANNUAL DINNER 2023</b></p> <p>It was confirmed that the Chairman has decided not to have an Annual Dinner this year.</p> <p><b>P194 01/23</b></p>		

15.	<p><b>HONORARY CITIZEN AWARDS</b></p> <p>Two nominations were received, these were discussed and it was resolved to award the Honorary Citizen 2023 to Brian Redfern for his involvement in voluntary and charitable organisations over the years including the Youth Marching Band, Atherstone Carnival and more recently creating and transporting the sets for Leading Players, proposed Cllr Jarvis seconded Cllr Bishop. The award will be presented at the Annual Parish Meeting on 26<sup>th</sup> April 2023.</p>		
16.	<p><b>RUBY CHAMBERS AWARDS</b></p> <p>There was one nomination after a discussion it was resolved to give the award to them. (Name kept confidential at this stage) the winner will be notified once preparations are in hand. Cllr Jarvis seconded Cllr Bishop Cllr Chambers abstained.</p>		
17.	<p><b>DICKENS FIREWORKS 2021</b> – this has been resolved and no further action required.</p>		
18.	<p><b>ELECTION 4<sup>th</sup> May 2023</b></p> <p><b>a. Cheque signatories</b> Currently there are four, but in the event of them not standing or not re-elected, advice given to the Clerks at a recent Election Briefing is to make a resolution beforehand allowing current signatories to be able to sign cheques until the bank mandate is updated with new signatories. The Clerk will check the legalities of this.</p> <p><b>b. Annual Meeting</b> – the date has changed to Tuesday 16<sup>th</sup> May 2023</p> <p><b>c. Annual Parish Meeting</b> – the date has changed to 26<sup>th</sup> April 2023</p>		
19.	<p><b>FUNDING APPLICATIONS</b></p> <p><b>a. BOXING CLUB</b> – Cllr Wright declared an interest.  Due to budgetary constraints the application was not approved and suggested they re-submit it in May 2023</p> <p><b>b. COMMUNITY GRANT POLICY FOR 2023-34</b>  There was a discussion about the frequency of approving applications, the Policy to be amended and added to the EGM 26<sup>th</sup> January 2023 for approval.</p> <p><b>P195 01/23</b></p>		



20.	<p><b>MARKET SQUARE BOOKINGS – for information</b></p> <p>Crime Prevention event Wed 25 Jan 2023 – Warwickshire Police</p> <p>Sheepy and District Ploughing Assoc Xmas Tractor Run - 9 Dec 2023</p> <p>Farmers Market have booked monthly to the end of December 2023</p>		
21.	<p><b>WRITTEN REPORTS</b></p> <p>a. <b>Town Clerk’s Report</b> - This was noted.</p> <p>b. <b>Deputy Clerk’s Report</b> - This was noted.</p> <p>c. <b>Finance (Town Clerk)</b> this was noted, there is an EGM on Thursday 26<sup>th</sup> January 2023 where the budget and precept for 2023-24 will be approved.</p> <p>d. <b>Town Councillors Reports</b></p> <p>Cllr Singh requested the grit bin on the Market Square to be re filled.</p> <p>e. <b>Cemetery Reports (Deputy Clerk)</b></p> <p><b>General Cemetery Report:</b></p> <p>There has been a concern from an owner of a preselect grave regarding an overhanging tree adjacent to their plot. The Clerk will ask the tree contractor if he can trim/crown lift the lower branches.</p> <p><b>Recent Burials in Atherstone Cemetery</b></p> <p>Orton O895 Re open for ashes Baker A433 Ashes in preselect plot</p> <p><b>Recent Memorials</b></p> <p>Ludlow E497 Wedge</p> <p>f. <b>Allotment Report (Deputy Clerk)</b> – this was noted.</p> <p>g. <b>Play Areas Report (Deputy Clerk)</b></p> <p>It was reported that there has been a delay in receiving the annual Play Inspection reports. The inspection was done in July 2022 in conjunction with the NWBC inspections, however the Town Council did not receive their report from NWBC until November 2022. It was agreed to contact the Play Inspection Company Direct to investigate ways of improving the turnaround of the reports.</p> <p><b>P196 01/23</b></p>		



	<p><b>h. Arcade report – (Town Clerk)</b></p> <p>In December 2022 following the prolonged spell of cold weather condensation became a problem in the walkthrough of the Arcade the Clerk asked if Council would consider either an Air Curtain above the automatic door or some anti slip surfacing. After a discussion it was agreed to get some quotes for anti-slip surface.</p> <p>Proposed Cllr Jarvis seconded Cllr Singh</p> <p>Cllr Singh has been asked by one of the tenants if historic photos of Atherstone could be displayed on the walls in the Arcade. There was hesitancy about this following the condensation problem.</p>		
	<p><b>Cllr Bishop left the meeting at 20:45</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> <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 Jones</p>		
<p><b>22.</b></p>	<p><b>QUOTATIONS</b></p> <p>i) <b><u>Internal Audit 2022-23</u></b></p> <p>Three quotations received, after discussion about them it was resolved to accept the Vaughan Davies Quote proposed Cllr Wright seconded Cllr Singh, Cllr Barnett was against this proposal.</p> <p>ii) <b>Arboricultural Impact Statement for Cemetery Extension Planning Application.</b></p> <p>Two further quotes were requested following the one quote received last month, neither contractor replied. It was agreed to suspend standing orders and accept the quote from HRJ Gould the work to be carried out by Bramley Tree Consultancy Ltd proposed Cllr Singh seconded Cllr Jarvis</p> <p><b>P197 01/23</b></p>		



	<p>iii) <b>Cemetery Extension</b></p> <p>Attempts have been made to clarify the planning fee it was suggested by NWBC planning to use the fee for '<b>Change of use of land less than 15 hectares</b>' £462 as at January 2023 This was agreed proposed Cllr Jarvis seconded Cllr Singh</p> <p>iv) <b>Play Area Annual report Jobs.</b></p> <p>The quotation from Harvey Pointon was approved proposed Cllr Singh seconded Cllr Wright</p> <p>v) <b>Ball Game Shuttering</b></p> <p>The quotation from Harvey Pointon was approved proposed Cllr Singh seconded Cllr Wright</p> <p>vi) <b>Floral Displays Summer/Winter 2023-25</b></p> <p>A quote received from Smithy Farm shop set a rate for 2 years offering the current contract price plus an extra £3 per watering and £100 each planting season for plants/soil, this was approved proposed Cllr Singh seconded Cllr Wright.</p> <p>vii) <b>Annual Dinner 2023</b> – this is not going ahead this year.</p> <p>viii) <b>Legal Fees - Old Allotment Gardens/Cemetery extension</b> – the quotation from the Town Council solicitor was approved proposed Cllr Jarvis seconded Cllr Singh</p>		
23.	<p><b><u>ACCOMMODATION</u></b></p> <p><b>a. Old Mortuary</b></p> <p>The Marketing Agent Howkins and Harrison have suggested that they market this property via their online auction platform. The bidding process is transparent, interested parties can see current bids and increase their offers if they are being out bid. To bid interested parties need to register with H&amp;H, this allows them to see the interest in the property throughout the auction process. This was agreed proposed Cllr Wright seconded Cllr Chambers</p>		
21.	<p><b>CCTV</b></p> <p>The next CCTV Partnership meeting has been re arranged to Thursday 9<sup>th</sup> February 2023.</p>		
	<p><b>The meeting closed at 21:20pm the next meeting is Wednesday 15<sup>th</sup> February 2023</b></p>		

Signed ..... Chairman of Atherstone Town Council  
P198 01/23

