

ATHERSTONE TOWN COUNCIL

PO Box 2000, Atherstone, Warwickshire, CV9 1YN
 Communications: Telephone 01827 720829
 Email clerk@atherstone-tc.gov.uk

DOCUMENT	MINUTES OF THE TOWN COUNCIL MEETING
VENUE	North Warwickshire Borough Council, Council House, South Street, Atherstone, Warwickshire, CV9 1DE
DATE AND TIME	Wednesday 15th February 2023 7.00pm
IN ATTENDANCE	Town Councillors: Jordan, Jarvis, Gurney, Chambers, Jones, Bishop, Barnett, Wright, D Clews, Wightman, Pickard, Spencer, T Clews Police: Borough and County Councillors: None Public: G Chamberlain, C Evans, Mr Short
APOLOGIES	Councillors: Singh
CHAIRMAN	Cllr Jordan
CLERK	Odette Ghent Town Clerk, Deputy Clerk Sally Oldham also in attendance

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. Cllrs Jarvis and T Clews declared an interest in Planning. Cllr Jordan declared an interested in Planning and licencing, Cllr D Clews declared an interest in Licencing and NHS		
3.	PUBLIC SESSION (maximum 30 minutes) G Chamberlain gave un update on Atherstone Partnership (AP) an EGM is to be held on 28 February 2023 to ratify the new constitution. Update on behalf of Laura Donnelley the local Business survey is open until 28 February 2023, and they are looking at doing a joint Jobs Fayre with local MP Craig Tracey in late April/May. C Evans reported she had attended a Coronation event meeting and the plans are in hand, they have applied for a Lottery Grant. She confirmed that by amending the AP constitution they can apply to a wider group of funders. She gave her thanks to the Queens Platinum Jubilee committee for the cheque received of £150, Cllr Jarvis confirmed this was for the hire of their chairs. P202 02/23		

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	<p>Cllr Spencer reported as the Heritage and Tourism Officer for AP that there will be a large screen on the square for the Coronation event this will include showing the Coronation of the late Queen Elizabeth II in 1953.</p> <p>She will be interviewing Mr and Mrs Roberts (former owners of Chapel House) who hosted the visit of the King (then Prince Charles) who came to Atherstone in 1985 Cllr Spencer mentioned she is trying to set up an Art movement linking Art Groups together.</p> <p>Cllr Bishop reported she has been asked by a member of the public what is happening to the Station Street Public Toilets that closed in 2022. Cllr Jarvis reported the contracts have been signed with the new developer and NWBC, it will now go to planning for change of use. The toilets will be refurbished to offer a kiosk and all ability toilets, currently there is no timescale for this.</p>		
<p>4.</p>	<p>REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS as per written reports.</p> <p>There were no police present at the meeting.</p> <p>At the January meeting the council were asked to consider the PSPO's as below.</p> <p>a. 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.</p> <p>This replaced old legislation and gives councils powers to deal with nuisances or problems which harm the local community's quality of life.</p> <p>The order is intended to ensure that people can use and enjoy public spaces, living safely from anti-social behaviour.</p> <p>There was a discussion about the PSPO's and agreed to ask Sgt Adam Skelsey for it to be a more specific order relating to Atherstone.</p> <p>In principle, the Town Council agree to the PSPO subject it being more specific to Atherstone proposed Cllr Jarvis seconded Cllr Wright, Cllr Jones against.</p> <p>County Councillor report – none</p> <p>P203 02/23</p>		

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<p>4 cont.</p>	<p>Borough Councillor reports.</p> <p>Cllr Jarvis reported as a representative on Police and Crime Panel reported he had attended a recent meeting with the PCC and passed on the following information.</p> <ul style="list-style-type: none"> • There is to be a new policing model split between North, East and South Warwickshire and each area to have their own Chief Superintendent. • The PCC suggested he wants a response area in Atherstone. • Warwickshire to have 10 extra officers and 15 new call handlers for 101. • The PCC element of band D Council Tax increase for 2023-24 will be £14 being 5.3% <p>The Clerk confirmed the PCC will be attending the ATC 21 June 2023 meeting.</p> <p>Cllr Wright confirmed he has been in meetings with the PCC and reiterated the need to strengthen the SNT in North Warwickshire.</p>		
<p>5.</p>	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 18th January 2023</p> <p>Proposed Cllr Wright seconded Cllr Barnett</p>		
<p>6.</p>	<p>MATTERS ARISING FROM THE TOWN COUNCIL MEETING OF 18th January 2023</p> <p>P193 10. Planning – Cllr D Clews noted that there were no planning responses last month and she asked Council to respond to any planning applications relating to trees asking for it to be done outside of the nesting season.</p>		
<p>7.</p>	<p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 26th January 2023</p> <p>Proposed Cllr Wright seconded Cllr Jarvis</p>		
<p>8.</p>	<p>MATTERS ARISING FROM THE TOWN COUNCIL MEETING OF 26th January 2023</p> <p>There were no matters arising.</p>		
<p>9.</p>	<p>COUNCILLORS APOLOGIES</p> <p>No further updates to report.</p> <p>P204 02/23</p>		

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10.	<p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>The following cheque was presented for ratification: 109425 and 109426. Cheques:109427 to 109437 for approval.</p> <p>It was resolved to approve the cheques Proposed Cllr Wright seconded by Cllr Jarvis</p> <p>Cheques over £500 listed below. Wages £4,204.12 BNP Paribas £541.20 NWBC £5,842.21 HRJ Gould £1,320.00</p>		
11.	<p>PLANNING MATTERS</p> <p>a) Planning Lists – 52,1,2,3,4 inclusive</p> <p>b) Consultations PAP / 2022/0569 – 95 Long Street, Carter Estate Agents – Advertisement consent. No Comment</p> <p>PAP/ 2022 /0640 – 46 Minions Close – change of use of amenity land to private garden. Objection as an amenity space is not meant to be fenced off and it should stay as an amenity space. Proposed Cllr Wright seconded Cllr Pickard.</p> <p>PAP/ 2022 /0643 – 71 South St – Alterations. There is no objection if acceptable to neighbours.</p> <p>PAP /2023/ 0001 – 92 Coleshill Rd – erection of detached garage. Objection as this will not be used as a garage. Proposed Cllr Jones seconded Cllr Barnett</p> <p>PAP / 2023/ 0018 – 80 Stafford Street – Work to Lime Tree in a conservation area. There was no objection to the above as long as out of nesting season.</p> <p>c) Decisions: - See weekly lists 52,1,2,3,4 and decisions</p> <p>d) Other Planning Matters – Street Naming.</p> <p>The Clerk contacted NWBC planning to enquire if there is a reason why ATC are no longer invited to suggest street names for new developments, Reply was the developer now names the roads and ATC are consulted for their opinion or alternative suggestions.</p> <p>P205 02/23</p>		

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12.	CORRESPONDENCE RECEIVED. Nothing to report.		
13.	MARKET SQUARE a. There has been an enquiry regarding a Soup stall on the market no more details at present. b. The Morris Dancers is booked on the Market Square 22 nd April 2023 12.15 to 1pm		
14.	CHRISTMAS LIGHTS The Christmas light contractor Turnock made a site visit on 8 th February 2023 they will quote for some new extra safety wires, some new wall fixings, replace key switch Derby Lane, Digital timer for lights in church trees/Xmas tree, pull testing due – will have quotes for March 2023 meeting.		
15.	TOWNWATCH RADIO a. TQEA school – PCSO Scott loaned the school a spare radio, the Clerk emailed the headteacher to ask if the school want to join the Townwatch radio scheme – reply was they don't want to.		
	Cllr chambers left the meeting at 8:15pm		
16.	APRIL 2023 MEETING DATE Subject to a meeting room being available the April Town Council meeting will be Tuesday 18 th April 2023		
17.	ADDITIONAL CHEQUE SIGNATORIES It was resolved to add Cllrs Jordan and Barnett to the bank mandate. Proposed Cllr Wright seconded Cllr Pickard		
18.	SOCIAL MEDIA It was agreed to set up a Town Council Facebook Page Proposed Cllr T Clews seconded Cllr Wright		
19.	HERITAGE WORKSHOPS The North Warwickshire Heritage Forum are looking to host three workshops to help local people recognise and appreciate the wealth of heritage assets on their doorstep. P206 02/23		

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	<p>The half-day workshops are designed to lead people through the process of thinking about why certain buildings/features and landscape features are of value to them (including such things as architectural features, social history and connection to the community) and how to add them to the Local Heritage List for North Warwickshire.</p> <p>The workshops are being supported by NWBC and will be led by Jennifer Leadbetter the Heritage and Conservation Officer.</p> <p>Councillors are required to reply directly to Rachel Stephens by 17 February 2023</p>		
20.	<p>COMMUNITY GRANT POLICY FOR 2023-34</p> <p>A draft amended Policy was discussed and further amendments required.</p> <ul style="list-style-type: none"> • To split the form into smaller and large grants (section A&B) • Small grants down from £500 to £300. • Remove the reference to the timing of major grants that stated November. • Clarification one application per organisation per financial year but it can cover multiple events. • Clerks to re draft the larger grants wording. <p>To be added to the March 2023 agenda</p>		
	<p>Cllr Bishop left the meeting at 8:50pm</p>		
21.	<p>ACTION PLAN 2023/24 MARKET SQUARE BOOKINGS – for information</p> <p>A draft amended Policy was discussed and approved proposed Cllr D Clews seconded Cllr Jordan, Cllr Barnett abstained.</p>		
22.	<p>WRITTEN REPORTS</p> <p>a. Town Clerk’s Report</p> <p>The Clerk asked for regular feedback from organisation representatives and to receive Borough Councillor reports prior to meetings.</p> <p>b. Deputy Clerk’s Report</p> <p>It was confirmed both the Honorary Citizen and Ruby Chambers Awards have been accepted, arrangements are in hand for the presentations.</p> <p>c. Finance (Town Clerk) this was noted.</p> <p>d. Town Councillors Reports</p> <p>P207 02/23</p>		

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Cllr Wightman left the meeting at 9:05pm

e. Cemetery Reports (Deputy Clerk)

General Cemetery Report:

Year 1 Tree Work includes the felling for the three large Conker Trees and three others in the Cemetery to commence in February 2023 and be completed by the 31st March 2023.

There has been a concern from an owner of a grave in the Roman Catholic section regarding an overhanging tree as the birds sit in it and cause a mess on the headstone. This will be monitored but no further action required.

Recent Burials in Atherstone Cemetery

B277 Begley – new triple plot

B257 Grewcock – re open to double depth

Paul Clark - Ashes Scattering

Recent Memorials

A433 Lauren Baker Moulton – Headstone

A161 June Doreen Round – Headstone

A170 Robert Bonner – memorial vase

f. Allotment Report (Deputy Clerk)

It was noted that the Cultivation Policy in line with the Allotment Code of conduct and Cultivation expectations will be carefully monitored this year as there is a long waiting list for allotments at both sites.

g. Play Areas Report (Deputy Clerk)

The new zip wire seat for Westwood Road has arrived awaiting installation.

Wet Pour at St Mary's – still awaiting a reply from Hags.

h. Arcade report – (Town Clerk)

This was moved to P&C proposed Cllr Jordan seconded Cllr T Clews.

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	<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 Wright seconded Cllr T Clews</p>		
	<p>22h. Arcade report – (Town Clerk)</p> <p>Atherstone Town Council purchased the Arcade in 2013 from NWBC and since that date there has been no increase in rent as the Town Council have absorbed any cost-of-living increases.</p> <p>Following a rent review at our recent budget meetings it was resolved not to increase the rent but to revise the Service Charges to reflect the cost of day to running of the downstairs of the arcade in respect to communal charges.</p> <p>Previously the service charges were apportioned by sq. ft per unit, the Council felt this was no longer appropriate as the size of the unit is irrelevant to communal costs. To make the apportionment fair this has now been recalculated splitting it equally by the 9 downstairs units. All costs relating to the upstairs of the Arcade are excluded.</p>		
<p>23.</p>	<p>QUOTATIONS</p> <p>a. Refurbishment of Bench with new memorial slats.</p> <p>It was agreed that the family can pay for two new bench slats to be engraved at no cost to the Town Council</p>		
<p>24.</p>	<p><u>ACCOMMODATION</u></p> <p>a. Old Mortuary</p> <p>Draft particulars received from Howkins and Harrison for approval. Once the Particulars of Sale are approved and the Legal Pack received from the solicitor the property will be listed on the Bamboo Auction site and will be live for bids for 30 days once the auction has commenced.</p> <p>A for sale board will be erected onto the brickwork to the right of the metal gates, cost of the board £40 this was approved, proposed Cllr T Clews seconded Cllr Gurney</p> <p>P209 02/23</p>		

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21.	CCTV It was confirmed that there are ongoing discussions with Polesworth Parish Council regarding joining the CCTV Partnership. It was confirmed that ATC will be applying to NWBC UKSPF for a grant towards the CCTV costs.		
	The meeting closed at 9:36pm the next meeting is Wednesday 15th March 2023		

Signed  Chairman of Atherstone Town Council

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