

DRAFT

**MINUTES OF THE ANNUAL PARISH MEETING OF ATHERSTONE
PARISH 2022**

Date of meeting Wednesday 25th May 2022 at 6.30 p.m.

Place of Meeting NWBC Meeting Chamber Civic Suite South Street
Atherstone CV9 1DE

Present:

Atherstone Town Cllrs: Mark Jordan, Pauline Gurney, Keith Barnett
Jacky Chambers, Angie Spencer, Denise Clews, Stacey Wightman,
David Wright, Sara Bishop, Ray Jarvis

Town Clerk: Odette Ghent
Public: Martin Short, Susan Evans
Gary Chamberlain – Atherstone Partnership
Graham Read, Dave Skelcher – Atherstone Town Community Football Club

Chairman: Cllr Mark Jordan
Clerk: Odette Ghent

Cllr Mark Jordan opened the meeting by welcoming all the attendees.

**1. TO RECEIVE THE MINUTES OF THE ANNUAL PARISH MEETING
OF 28th April 2021.**

The minutes of the 28th April 2021 were approved.

Matters Arising: there were no matters arising.

Matters from the public:

Martin Short asked who the Footpath Officer was it was suggested he contact WCC.

He also thanked ATC for their generous support given to the White Hart Community Allotment following damage to it at Merevale site.

Mr Short asked if ATC would consider a Memorial Community Orchard for the late Cllr Lorna Dirveiks. Many towns adopt such schemes which give community access to free fresh fruit and combat food poverty.

ATC were asked to consider if and where this would work in Atherstone.

Cllr Chambers suggested a possible location by the canal on the land opposite Merevale allotments its scrubland by Minions Close. Formerly known as Jacklins allotments.

Gary Chamberlain (GC) asked if ATC intend to adopt the report from the IPM (Institute of Place Management) this was a meeting held with the Community Development assistant director Simon Powell.

GC reiterated they were keen to work with ATC to develop the plan.

Cllr Wright confirmed this is joint effort with WCC/NWBC/ATC to implement the plan – a £20m bid. Neil O'Brien is due to visit NWBC shortly.

2. PRESENTATION OF THE TOWN COUNCIL'S ANNUAL REPORT.

Cllr Mark Jordan presented the Annual Report of the Town Council outlining the work and responsibilities of Atherstone Town Council.

(Copies of the Annual Report are attached to these minutes or are available on request from Atherstone Town Council or can be viewed online at www.atherstone-tc.gov.uk)

3. LOCAL ORGANISATIONS INVITED TO GIVE UPDATES

Atherstone Town Community Football Club

Graham Read and Dave Skelcher attended the meeting reporting their delight at winning the 2022 Midland Football League Division 1 Championship Shield, they last won it in 2006. The team were outstanding and have put Atherstone on the map.

The average gate can be up to 400 so it's well supported and the percentage of children attending games has increased.

The club have requested an extension to the lease from NWBC for another 30 years which will be a condition of applying for funding as a minimum of 25 years is required.

The site can be available for use 7 days per week by different organisations and they are working with NWBC to develop a partnership, they want to upgrade their facilities so it can become fully functional 7 days per week.

Cllr D Clews having attended a recent match confirmed it's a great community spirit there and has seen a great improvement in the club over the last couple of years.

Following a recent presentation, NWBC Councillors and Officers are guiding the club on what is needed in the business case.

More collaboration between the club and NWBC is needed, Cllr Wright confirmed that relationships have recently improved. The management of the club has changed, and trust has been built up with tremendous effort for the partnership to continue with long term aims to meet their aspirations.

The Atherstone Sports Club is in the process of getting a lease and it has been suggested joining up of the organisations to become mutually beneficial.

Atherstone Partnership - Gary Chamberlain reported their AGM is Tuesday 14th June 2022

Queens Platinum Jubilee - Cllr Ray Jarvis thanked ATC for their support with the forthcoming celebrations which will be following national guidelines and starting on 2nd June 2022 with the Town Criers Shout.

The meeting closed at 8:15pm

Date of the next meeting: 24th May 2023

DRAFT

Atherstone Town Council



Annual Report 2021 / 2022



LOCAL COUNCIL
AWARD SCHEME
FOUNDATION

TOWN COUNCIL OFFICE

Town Clerk Mrs Odette Ghent
Deputy Town Clerk Mrs. Sally Oldham

NWBC
The Council House
South Street
Atherstone
CV9 1DE

Opening hours

Monday to Friday 9.30am to 11am by appointment only.

Outside of these hours appointments are necessary.

Phone Number 01827 720829
Mobile 07928 974576 Town Clerk
Mobile 07541 946062 Deputy Town Clerk

Postal Address Atherstone Town Council,
P.O. Box 2000,
Atherstone,
CV9 1YN.

Web Site Address www.atherstone-tc.gov.uk

E-mail clerk@atherstone-tc.gov.uk

Meetings Structure 2021/22

Chairman Cllr M Jordan
Vice-Chairman Cllr M Singh

Monthly meeting, all meetings are Full Council.

Meeting business.

All Town Council meetings have been held in person since May 2021 after Covid 19 restrictions were lifted as they were held via Zoom the previous year

A Public Session at the beginning of the meeting

Reports from other Councils and Police

Approval of invoices and cheques

Correspondence

Planning applications

Financial and internal reports

Memorial applications

Recent burials

Policy matters

Funding Applications

Applications to use the Market Square

Contract matters

Any other scheduled business

The Town Council is now based inside the NWBC building at The Council House on South Street Atherstone CV9 1DE.

This is whilst the future of the Old Mortuary is concluded, previous plans to demolish and rebuild the Old Mortuary as two storey office accommodation and community space have now been reconsidered.

ATHERSTONE TOWN COUNCILLORS

As of 31st March 2022

Sara Bishop	01827 717480	Labour North
Tony Clews	01827 711340	Conservative North
Vacancy	Vacancy	Vacancy
Brian Henney	07931 588218	Labour North
Mejar Singh	01827 712305	Conservative North
David Wright	07711 330040	Conservative North
Stacey Wightman	07800 959608	Independent South
Denise Clews	07477 607255	Conservative South

Ray Jarvis	01827 716534	Conservative South
Jacky Chambers	07966 425052	Labour Central
Derek Pickard	07747 825900	Labour Central
Keith Barnett	07854 522291	Labour Central
Mark Jordan	07775 987866	Conservative Central
Angie Spencer	07974 302910	Conservative Central
Pauline Gurney	07815 680577	Conservative Central

FAREWELLS AND WELCOMES

The year started in April 2021 with four vacancies, one in the South Ward and three in the Central Ward.

In April 2021 Cllr Stacey Wightman for Co Opted for Atherstone South.

In May 2021 following a By-Election the following Councillors joined the Council in the Central Ward.

Cllr Pauline Gurney

Cllr Derek Pickard

Cllr Keith Barnett

In March 2022 Cllr Carl Gurney suddenly passed away, this was very sad news for both the Town Council and the residents of Atherstone as he did so much representing the Town.

During 2019-20 when he was the Town Council Mayor, he raised £1,145 for the George Eliot Singing for Breathing Charity.

Our thoughts and prayers go out to his family.

What has the Town Council done in 2021/22

After the very challenging previous year for the Town Council and the residents of Atherstone during lockdown, some normality resumed.

1. Allotments

The Town Council provides allotments for rent. There are two sites, Merevale and Gypsy Lane.

Both sites are almost fully occupied, anyone requiring a plot should register at the Town Council offices.

The Town Council also owns the neighbouring Atherstone Allotment Association site, in Gypsy Lane.

The Town Council works with the Associations, and tenants, at the sites for their general improvement.

The allotment awards resumed and were judged in July 2021.

2. Cemetery

The Town Council maintains the cemetery at Sheepy Road and is also responsible for the maintenance of burial and memorial records for the cemetery.

There were 21 burials, 31 internment of ashes and 1 ashes scattering.

3. Old Allotment Gardens

The Town Council has been unable to attract funding to improve the land between the Cemetery and the A5, which runs from Sheepy Road through to the brook at Abeles Way, now known as The Old Allotment Gardens.

In early 2021 work began here on the future extension of the cemetery with investigation and survey works carried out working alongside a consultant.

4. CCTV

The CCTV cameras and ducting in the town centre are owned and maintained by the Town Council who are also responsible for the staffing costs for monitoring the screens by dedicated CCTV operatives.

This has been much improved during 2021-22 with a more proactive rather than reactive approach to the monitoring of the CCTV.

The Town Council is in partnership with North Warwickshire Borough Council and Warwickshire Police.

The system includes a direct link to Police Headquarters at Leek Wootton.

An upgrade to the CCTV camera system was completed this year with new modern panoramic cameras and monitoring equipment.

The Town Council supports the retail radio system, for the town, now known as Town watch. Subsidies are given towards the cost of the radios, for those taking part.

5. Play Areas

There are two Play Areas managed and maintained by the Town Council: St Mary's Road, which is owned outright, and Westwood Road, which is leased.

Because there have been several instances of damage, vandalism, and anti-social behaviour at the both play areas both are now covered by CCTV.

6. Planning

The Town Council is a Statutory Planning Consultee, and comments on planning applications in Atherstone, and those which would affect Atherstone.

Planning applications to be considered can be found on the monthly Town Council agenda and responses on the website.

7. Christmas Lights

The Town Council owns the Christmas lights in the Long Street, Church Street and Market Street areas and outside St Mary's Church, and is totally responsible for the purchase, testing, maintenance, erection and dismantling of the lights.

Additional pole mounted displays were installed in Station Street and a new street crossing in Long Street in December 2021 to compliment the new Christmas light displays installed in 2019.

8. Support for Local Community Events held in the Market Square

Some events took place this year after being halted in 2020, the Car Show and Beer Festival took place but sadly the Dickens Event in November 2021 was curtailed due to adverse weather conditions.

9. Support for Local Community Groups

The Town Council can make small grants to assist local community groups. Details of these can be found on the website.

During 2021/22 the Town Council also supported organisations via Community Grants

Atherstone Rangers under 11's
GFS

Atherstone Beer Festival

Atherstone Partnership

Atherstone Motor Show

Boxing Club

Ball Game road closures

Queen Platinum Jubilee – deposits for June 2022

10. Honorary Citizen, Ruby Chambers Award and Annual Dinner.

Each year the Town Council debates the choice of Honorary Citizen, an award made to a person(s) who, in the opinion of the Town Council, has made an outstanding contribution to the life of the town.

This year the award was made to Keith Lewis in recognition of his commendable contribution and many years' service to Atherstone including the Annual Sleigh Run.

The new Ruby Chambers Sports Award was awarded to Jacob Trollope this was presented at the Atherstone Sports Club in March 2022 by Cllr Mark Jordan and Cllr Jacky Chambers.

The Chairmans Annual Dinner was held after the year end in May 2022

11. Floral Displays

The Town Council maintains the floral displays in the town centre during the year with summer and winter plantings.

Four extra planters were put in the Market Square in 2021 that were purchased through a Borough Councillor grant from Cllrs Ray Jarvis and Cllr Mejar Singh.

12. Website

The Town Council has its own website which is maintained by the clerks and gives up to date information of Council activities, local news, and documentation. The new website is working well.

13. Local Council Award Scheme (formerly Quality Council)

The Town Council was re-accreditation of the Foundation Level in February 2021.

14. Market Square

The Town Council has an agreement with North Warwickshire Borough Council, to manage events on the Market Square. The Town Council continued to manage the twice weekly market.

The Town Council owns pop-up stalls and a canopy which cover most of the Square. These are available for the use of community groups, and events,

Details and costs can be obtained from the Town Council office.

The use of the Market Square for events was still somewhat curtailed this year but the Town Council did continue support the local publicans by allowing them to serve drinks outside on the Market Square in a Café Culture style.

A monthly Farmers Market began in February 2022 and has been well received and growing each month.

Food traders have started to operate during the late afternoon/evenings on various nights.

15. Arcade Shops

The Town Council owns and operates the Arcade Shops, in Long Street. This complex provides a mixture of retail, commercial and community use.

The Town Council have been in consultation with community groups and commercial organisations to assess the demand for the upstairs space.

During 2021/22 there were again some changes of tenants but currently all unit are occupied as below.

Unit 1	Arcade Vapes/greeting card shop
Unit 2	Becca Kim Aesthetics and Skin Clinic
Unit 3	Jobs 22 Ltd
Unit 4	An Apple a Day
Unit 5	The Printing Shed
Unit 6	Fab! Fireplaces
Unit 7	Edible Links – social supermarket
Unit 8	Make and Made in Style
Unit 9	Arcade Carpets
Upstairs front	Nail Bar

Anyone interested in going on the waiting list for future space in the Arcade should contact the clerks at the Town Council offices.

16. Owen Street Community Arts Centre

The Town Council owns The Arts Centre, Owen Street, Atherstone, CV91DG.

This was purchased to retain and protect this important community asset for the people of Atherstone and the surrounding area.

All covenants restricting the future use of the building as a community resource remain in place.

The building has been leased back to the Owen Street Community Arts Centre whose Board of Directors are fully responsible for running the facility, including bookings and items such as maintenance, insurance and running costs. The Board are keen to promote wider community use of the building.

Prepared by Odette Ghent
Town Clerk 13th May 2022

**STATEMENT FOR FINANCIAL YEAR APRIL 1ST 2021 TO
MARCH 31ST 2022**

Bank Balances at 1 April 2021

CCTV Account	£111,942.32
Precept Account	£39,467.50
Business Current Account	£27,006.16
Reserve Account	£35,383.86
TOTAL	<u>£213,799.84</u>

Bank Balances at 31 March 2022

CCTV Account	£21,945.86
Precept Account	£17,002.64
Business Current Account	£32,840.22
Reserve Account	£37,979.88
TOTAL	<u>£109,768.60</u>



ATHERSTONE TOWN COUNCIL
Budget information

<u>2021/22</u>		<u>2022/23</u>
£279,127	Gross Expenditure	£283,751
£198,529	Net Expenditure	£193,732
£80,597	Income	£90,018
£145,529	Precept	£155,732
£51,000	Amount from reserves	£38,000

The Town Council has finalised its budget for 2022-23 and has set a Precept of **£155,732**

This has been achieved by taking funds from the general reserves to support the budget requirements.

The Parish Charge for a Band "D" property of £56.61 with an increase in the charge for a Band "D" property giving an increase of **£2.09p** for each property.