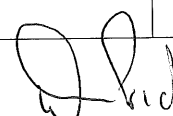


ATHERSTONE TOWN COUNCIL

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

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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 12th July 2023 7.00pm |
| IN ATTENDANCE | Town Councillors: Chambers, Jones, Barnett, Wright (arrived 7.10pm), M Short, G Short, A Wickham-Young (arrived 7.50pm), Forwood, Evans, Bishop and Pickard. Borough Councillor: Cllr R Jarvis County Councillor: Cllr M Singh Public: L Donnelly (Atherstone Partnership) Mrs Evans, Kate Clover Police: PCSO Scott, PC Lauren Hughes |
| APOLOGIES | Councillors: Wilkinson, Braithwaite, Collins and Smith NWBC Cllr D Clews and Taylor |
| CHAIRMAN | Cllr Barnett |
| CLERK | Deputy Clerk Sally Oldham |

| Item | | Notes |
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| 1. | APOLOGIES Noted | |
| 2. | DECLARATIONS OF INTEREST, DISPENSATIONS FOR DECLARATIONS OF PECUNIARY INTEREST, DECLARATIONS OF GIFTS AND HOSPITALITY Cllr Evans declared an interest in Dickens and the Charity Beer Festival. Cllr Jones declared an interest in the Motor show. | |
| 3. | PUBLIC SESSION (maximum 30 minutes) Nothing to report. | |
| 4. | REPORTS FROM POLICE, COUNTY AND BOROUGH COUNCILLORS as per written reports. NWBC REPORTS A combined written report had been received from NWBC Cllrs Taylor, Dirveiks and Barnett which was noted. NWBC Cllr Jarvis was present and asked if anyone had questions for him. Cllr Chambers said it would be helpful to know when the parking committee is going to meet, it was scheduled to be sometime in July P25 07/23 | |



but from written reports from NWBC councillors it was said it had not met yet.

NWBC Cllr Singh was asked to reply as he was on that Committee. He said there was not a date set for a meeting yet. He asked if it was about NWBC car parks or off-street parking.

Cllr Chambers said it was in the context of both, as a letter had been written by the Town Council, that had held quite a lengthy public debate, about both the off-street parking charges and the overspill parking and all of that correspondence and minutes etc had been channelled into NWBC on the promise that the parking committee will debate everything that has gone in. Cllr Chambers understood it was a joint committee with WCC - if it has not met there will be nothing to report.

Cllr Jones asked WCC Cllr Singh about the new blocks of apartments on Coleshill Road and Long Street built by NWBC, and about when the footpaths would be re-instated. WCC Cllr Singh said it was a matter between WCC and NWBC and that Angela Coates (at NWBC) was dealing with it. Cllr Jones asked who was liable for the state of the footpaths if someone injured themselves and WCC Cllr Singh said it was WCC.

POLICE REPORTS

PC Lauren Hughes was present and introduced herself as replacement for PC Walton along with PC Stephen Taylor.

PCSO Scott reported the following incidents in the last month.

- 11x Silent 999
- 10 x domestic
- 4 x animal related
- 1 x car crime
- 1x bike crime
- 4x missing persons
- 6x suspicious circumstances
- 9 x theft
- 1x business alarm
- 4 x violence
- 2 x mental health
- 3 x road incidents
- 6 x police action
- 3 x RTC
- 8 x concern
- 2 x damage
- 11 x anti-social behaviour (ASB)
- 2 x drugs
- 1 x drone
- 1x commercial burglary – attempt on Long Street

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A male had been remanded for several high value thefts from TOFS – all supported by the Town CCTV live monitoring.
A female had been arrested for two high value shop thefts from TOFS and Superdrug – retail radio was used.

Other items noted were:

- a male arrested for shop thefts at Dobbies.
- SNT attendance at the War Veterans Day and the Veterans' weekly meeting.
- a stolen motorbike had been recovered.
- ASB Week patrol of hotspots in local parks, train station, shops etc.
- promotion of Town Radio.
- Outwoods Junior PCSO course had finished and was looking to start again in September.
- a car had been recovered for no tax and poor tyre tread (cannabis seized whilst dealing with the driver),
- Cuppa with a Copper at Dobbies.

Finally, PCSO Scott reported that they are working with Edible Links and the White Hart Community Hub to leave a letter with supermarkets giving support to vulnerable people – the letters will not be given to shop lifters stealing for financial gain or to drug dependants.

Cllr Chambers commended PCSO Scott and others for promoting the Town Radio. Having just been to the CCTV Control Room it was a vital link in detection, prevention and for providing evidence for crime punishment. It is important to promote Town Radio and it would be good to get Atherstone Partnership involved. There is a charge, but it is subsidised by the Town Council. It was mentioned at the last CCTV meeting that we ought to write to the HQ of Aldi for example and do more to promote the Town Radio.

Cllr Wright arrived at 7.10pm.

Cllr Evans asked about the man who is often causing a disturbance outside the church and PCSO Scott said they were working with the NWBC Legal team to resolve the issue.

Cllr Jones said that the Control Room team spoke highly of the police and he noted a great CCTV system was in place. It was noted that the St Mary's Play Area vandalism was still under investigation.

COUNTY COUNCILLOR REPORT

WCC Cllr Singh reported that he continues to circulate emails of relevance to the Town Council.

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| | <p>WCC Cllr Singh spoke on the West Midlands Combined Authority (WMCA) currently with 7 members with WCC deciding at a cabinet meeting tomorrow if they wish to explore the possibility of joining. Nothing is yet decided. WMCA was set up in 2016. An additional £7.4 billion of funding would be shared between 8 authorities if WCC joined which would also result with an increase in costs of £250k per year for NWBC.</p> <p>Cllr Pickard said that when the 7 regional authorities were originally taken on board the people were asked – will there be a similar consultation? Cllr Barnett said a consultation is not a referendum.</p> <p>WCC Cllr Singh said there would be a consultation.</p> <p>Cllr Wright said the WMCA proposal is not political. As Leader of NWBC he had spoken to both Labour and Independent leaders and also the Warwickshire Labour MP in Warwick and there are no issues.</p> <p>Cllr Wright re-iterated that the cabinet meeting is to seek approval to open consultations and formulate a business case etc. Cllr Wright expressed his serious concern from an NWBC point of view for the timeframe involved, with a suggestion that all this work would be carried out ready to go back to the Secretary of State in October ready for a decision in advance of the Mayoral elections next year. Cllr Wright has asked the mayor why the timetable is so tight. He cannot give an answer. Depends on the question asked. One question is how to get WCC as part of WMCA by next May and that is the timetable. Another question is how to get WCC as part of WMCA which would be a different answer. This raises serious concerns of rushing this through.</p> <p>WCC Cllr Singh said WMCA is the main topic at WCC at the moment. If not next May, we would then have to wait another four years. More detail is required.</p> <p>Locally WCC Cllr Singh wanted to ask permission from the Town Council to get the church lights working at St Marys. The Town Council fully supported the idea but did not feel their permission was required but rather WCC Cllr Singh should contact St Marys Church directly who own the lights.</p> | | |
| 5. | <p>ATHERSTONE PARTNERSHIP</p> <p>Living History Project In addition to her report Laura Donnelly added that, having been awarded a grant, a Living History project was planned by the Heritage and Tourism Deputy Chair of Atherstone Partnership - Angela Spencer.</p> <p>P28 - 07/23</p> | | |

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| | <p>Road Closure Training / Insurance Laura Donnelly asked to be kept updated about Road Closure Training and Insurance quotations once agreed.</p> <p>Graham Beale - two separate items are being looked at regarding a memorial for Graham Beale. The Town Mayor has been in discussion already about a proposed bench and NWBC Cllrs Singh and Jarvis are looking to put on a memorial event. This would all be in collaboration with Graham Beale's family and Atherstone Partnership. More information will follow.</p> <p>Town Radio Scheme – it would be good for Atherstone Partnership to help promote this.</p> <p>Atherstone Partnership / Town Council Meeting – it would be good to know who would like to participate in these meetings and when they can take place. Cllrs Wilkinson and Braithwaite are representatives to Atherstone Partnership but others could be included in a more specific meeting. A date just needs to be fixed.</p> <p>Cllr Chambers noted it would be good for Atherstone Partnership to bring together the Graham Beale memorial ideas of which there are many being suggested. Cllr Chambers said it would also be good for Atherstone Town Council to set up perhaps for example a young person award for photography in Graham's memory rather like the Ruby Chambers Award.</p> | | |
| 6. | <p>TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING OF 21st of June 2023</p> <p>Proposed Cllr Wright seconded Cllr Pickard</p> | | |
| 7. | <p>MATTERS ARISING FROM THE TOWN COUNCIL MEETING OF 21st of June 2023</p> <p>P16 06/23 Cllr Pickard said that having read the minutes he cannot see any plan but this needs to be persisted with on behalf of the disabled. Cllr Pickard asked if WCC Cllr Singh could provide a running update on the progress of adding dropped kerbs. It was resolved to suspend the meeting to allow Cllr Jarvis to speak. Proposed Cllr Evans seconded Cllr Barnett. NWBC Cllr Jarvis said that this had been looked at to ensure there is access from Friary Road up into Town. When Cllr Pickard had raised the problem of access from St Georges Road enough dropped kerbs have been identified to then get from St Georges Road to town. There is work going on to identify additional areas for dropped kerbs for mobility scooters.</p> <p>Cllr Pickard asked to be kept updated.</p> <p>P29 07/23</p> | | |

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| | <p>Cllr Wright thanked NWBC Cllr Jarvis and he agreed that having recently used a wheelchair for a family member he found the accessibility good generally with the area for improvement already noted.</p> <p>The meeting went back into session.</p> <p>P20 06/23 – Cllr Chambers asked if a Remembrance Day working group had been established.</p> <p>and</p> <p>P21 06/23 E35 Open Spaces Consultation - Cllr Chambers thanked Cllr Jones for his comprehensive list added to by NWBC Cllr Taylor. Cllr Chambers said she would send it around to all members for comments.</p> <p>Cllr Evans spoke regarding the Remembrance Day working group and said she will get in touch over the next few weeks. Cllr Barnett wondered if that was long enough bearing in mind recommendations from the working group would need to come back to Full Council for approval. Cllr Evans thought it was long enough.</p> <p>Cllr Chambers said last year there was a plan. The Deputy Clerk was asked to source the Remembrance information the Clerk had on file and send it to Cllr Evans.</p> | | |
| 8. | <p>INVOICES FOR APPROVAL AND CHEQUES FOR SIGNATURE</p> <p>Cheques:109522 – 109536 for approval.</p> <p>It was resolved to approve the cheques Proposed Cllr Wright seconded by Cllr Jones Cheques over £500 listed below.</p> <p>Wages £2,700.87 WCC £809.81 BNP Paribas £541.20 NWBC £18,643.97 Perennial Landscapes £2,784.00 Servicom £ 747.00 WALC £1,401.00 Atherstone Partnership - £1000</p> | | |
| 9. | <p>PLANNING MATTERS</p> <p>a) Planning Lists – 22 – 26 inclusive</p> <p>b) <u>Consultations</u></p> <p>PAP/2022/0042 – 81 Witherley Road, Proposed residential development of one five bed dormer bungalow with detached garage. No comment.</p> <p>P30 07/23</p> | | |

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| | <p>PAP/2023/0238 – TQEA Retention of temporary two storey Porto Kabin for 52 weeks. No comment.</p> <p>PAP/2023/0239 – TQEA Installation of 2 Porto Kabin buildings for 52 weeks and to re-locate two saplings. No comment.</p> <p>PAP/2023/0248 – Tannery Close – work to trees – There was no objection to the above as long as out of nesting season.</p> <p>PAP/2023/0257 –Ratcliffe Centre – Work to trees There was no objection to the above as long as out of nesting season.</p> <p>PAP/2023/0263 – 20 Stratford Avenue – erection of two storey side extension. There is no objection if acceptable to neighbours.</p> <p>PAP/2023/0268 – 40 Choyce Close –single storey rear extension and part garage conversion. There is no objection if acceptable to neighbours.</p> <p>PAP/2023/0269 – 14 Florence Close – Ground floor rear extension There is no objection if acceptable to neighbours.</p> <p>c) Decisions: - See attached weekly lists and decisions</p> <p>d) Other Planning Matters</p> <p>None</p> | | |
| 10. | <p>CORRESPONDENCE RECEIVED.</p> <p>E15 Graffiti – It was resolved for a few councillors to get together to prioritise about which graffiti to clean off or paint over. Proposed Cllr G Short seconded Cllr Chambers The Deputy Clerk suggested getting a price for the necessary equipment or any external funding. The list from PCSO Scott would be circulated. Cllr Wright said to get in touch with Martin Reece at B&G Cleaning who is a local business who may assist at a reduced rate.</p> <p>E30 Atherstone Cycle extension - Cllr Jones pointed out the update in that email. Cllr Jones is going to give some feedback and along with Cllr Chambers is going to cycle the 46-mile route.</p> | | |
| 11. | <p>MARKET SQUARE – Future Town Council / Market Events Cllr Wickham- Young arrived at 7.50pm</p> <p>Cllr Evans thought more use should be made of the Market Square and that Atherstone Town Council put on an event in the</p> <p>P31 07/23</p> | | |

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| | <p>near future. Perhaps an Atherstone Pride event? Perhaps there could be a push for more market stalls and more publicity so that people are aware of the affordability of a market stall.</p> <p>Cllr Bishop thought the Town Council should be a facilitator rather than an organiser otherwise it may fall onto the Clerk's time.</p> <p>Cllr Chambers said are we fully using the Market Square or is there potential still for can improved café culture by getting more permanent furnishings. She noted there was no capacity with the officer time at the moment.</p> <p>Cllr Wright said we are unusual in that we do not organise events as happens in other places such as Coleshill for example.</p> <p>Cllr Forwood thought other areas are richer but it could be suggested that people come forward with ideas.</p> <p>Cllr Bishop said that there is a Heritage weekend in September.</p> <p>Cllr Chambers suggested using Facebook to say what is on offer and that the Town Council could support others who wanted to run events.</p> <p>Cllr Wickham -Young said we need to work as a team and understand what people want.</p> <p>Cllr Evans said the Town Council could do an event once a year to get experience of running an event.</p> <p>It was resolved the Remembrance Event would be the first one for the Town Council to organise and then consider scope for more. Proposed Cllr Chambers seconded Cllr M Short. Cllr Pickard abstained.</p> | | |
| 12. | <p>WRITTEN REPORTS</p> <p>a. Deputy Clerk's Report - this was noted.</p> <p>b. Finance (Town Clerk)</p> <p>i) Quarter 1 versus Budget – Income and Expenditure Noted and to be discussed later in P&C.</p> <p>ii) Request for Financial Briefing Session It was resolved to hold the requested Financial briefing session with the RFO on 25th July 2023 at 7pm. Proposed Cllr Chambers seconded Cllr Barnett.</p> <p>iii) For approval to sign direct debit mandate for Deputy Clerk Office Mobile Account. It was resolved to approve. Proposed Cllr Barnett seconded Cllr Wickham-Young.</p> <p>c. Town Councillors Reports – none received.</p> <p>P32 07/23</p> | | |

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d. Mayor's report and Proposals

The mayor outlined his proposal to refurbish a bench on the Market Square in memory of Graham Beale. The mayor said he was happy to work with Atherstone Partnership, NWBC Cllr Jarvis and NWBC Cllr Singh.

It was agreed to allow NWBC Cllr Jarvis to speak.

NWBC Cllr Jarvis reported that the family had expressed a wish for a bench on one of the favourite walking routes of Graham Beale rather than in the Market Square. The mayor respected this wish.

Cllr Chambers said there were many good ideas coming forward to commemorate Graham Beale as the Peoples Photographer and she was glad that Atherstone Partnership was going to take a lead in coordinating the discussion. Cllr Chambers reiterated other ideas of a possible Young Photographer Award that the Town Council could do on an annual basis or a photographic exhibition. Graham was well known for his love of the local canals and all ideas should be explored working alongside the wishes of the family.

Cllr M Short agreed with both ideas from Cllr Chambers.

It was agreed to await the outcome of the joint meeting being held to discuss all the proposed ideas.

The mayor explained that he would like to add an LGBTQ+ ribbon onto the chain of office at his expense and without compromising the chain of office. The mayor explained the current ribbons relate to Atherstone Ball Game and this new ribbon would reflect a new step in the history of the Town.

Cllr Bishop said this also is in tune with an important initiative of diversity, equality and inclusivity being promoted at TQEA Academy especially for young people.

The mayor explained how the chain of office and meeting the mayor affects in such a positive way those he meets both young and old.

It was resolved to approve the proposal. Proposed Cllr Chambers seconded Cllr Bishop.

e. Cemetery Reports (Deputy Clerk)

It was agreed to move the discussion about a specific grave to private and confidential later in the meeting.

Recent Burials in Atherstone Cemetery

A 579 Tony James Hallam – Open preselect ash plot.
A586 Mildred Thumbwood – new ash plot
N5 Sheila Clark – re-open for ashes

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A587 Michael Meads – new ash plot
A281 Lynda Wagstaff – re open for ashes
A278 Daniel Hall – open preselect ash plot.

Recent Memorials

A411 Patricia Nevin – Headstone
E985 Mary Patricia Jones – add inscription.
E1394 Alma Joyce Carter – add inscription.
B79 Ronald Luckman – add inscription.
A528 Tina Simkiss - headstone

f. Allotment Report (Deputy Clerk)

The Deputy Clerk would work with the allotment committee to resolve a couple of minor tenant disputes.
Cllr Jones raised the issue of the potholes at the Gypsy Lane site.
The Deputy Clerk is aware and will make enquiries.

g. Play Areas Report (Deputy Clerk)

The vandalised bin is yet to be resolved but the new damage to the wet pour will be costed.
It was agreed to run a Social Media campaign and flyers / posters to publicise the ongoing problems of vandalism at St Mary's Park and make the public aware of the use of CCTV. The clerk was given delegated authority to work on the issue.

E26 Correspondence - a resident asking about having swings for older children. It was agreed to respond to the resident that St Mary's Park was intended for toddlers and that the other Town Council Park at Westwood Road has zip wires, swings and equipment for older children and there was an NWBC park at Royal Meadow Drive as well.

It was noted that St Mary's Park was installed in 2009 and was the Town Council's budget responsibility.

h. Arcade report

i) Proposal to establish a new Arcade Working Group.
Cllr M Short explained the need to look again at the upstairs which could be used for all sorts of things for the benefit of community groups and to generate an income. Cllr Barnett said caveats included looking for external funding or proposals for next year's budget as there was no provision in this year's budget. Cllr Chambers supported the proposal and said this would include looking for potential grants and reopen the previous discussions about work required. Cllr Pickard fully supported the comments made and also said allow a group to think about possible plans. Cllr Barnett indicated that one of the first tasks of the group would be to propose the terms of reference for the group to report back to Full Council for approval.

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| | <p>It was resolved to set up a working group to discuss options and make plans (not involving officer time at the moment) and to report back to Full Council. The working group would comprise Cllrs Pickard, M Short, G Short, Bishop and Chambers with a chair to be agreed by the group. Proposed Cllr Chambers seconded Cllr Pickard.</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>1. Employees, former employees and prospective employees, for e.g., salary of Clerk and Conditions and Terms of Employment.</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.</p> <p>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 Barnett seconded Cllr Wickham-Young</p> | | |
| 12 | <p>e. Cemetery Reports (Deputy Clerk)</p> <p>A complaint had been received about the condition of ground around a grave and an overhanging tree. The Council agreed with the Deputy Clerk's actions to date and the plot would be monitored.</p> | | |
| 12 | <p>b. Finance</p> <p>Cllr Forwood raised some queries about how the finance figures were presented – rounding up figures / page/ item numbers etc and it was suggested this could be dealt with at the planned briefing session with the RFO.</p> | | |
| 13. | <p>LAND FOR ALLOTMENTS – correspondence item E49</p> <p>It was agreed not to proceed with this further.</p> | | |
| 14. | <p>QUOTATIONS</p> <p>a. Road Closure Training</p> <p>Cllr Evans explained that she had investigated costs for a training course for up to 12 people that would last 5 years. Polesworth and Coleshill Councils had also confirmed they would share the cost equally. The total three-way cost is £1104.00 excluding vat and room hire / refreshments. Cllr Evans said she hoped to find a free venue.</p> <p>It was resolved (subject to written confirmation of sharing the overall cost three ways) to approve up to £500 expenditure including vat by Atherstone Town Council for its share to include refreshments. The amount would come out of the</p> <p>P35 07/23</p> | | |

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| | <p>small grants budget. Proposed Cllr Evans seconded Cllr Wright.</p> <p>b. Traffic Management for Christmas Lights 2023 installation.</p> <p>It was noted that the Town Council has incurred overspends on the current budget – for example the additional cost for the Cemetery Trees and this new requirement for road closures for the safety of the Christmas Light contractors and CCTV Camera 3.</p> <p>Cllr Wright raised concerns of suspending the grant programme and suggested it came out of reserves instead in the short term.</p> <p>Cllr Evans suggested finding other ways of lighting up the Town for Christmas.</p> <p>Cllr Chambers said other external funds were available to be accessed by community groups.</p> <p>In order to address the potential circa £8k shortfall in funding for major items – Christmas light pull tests and road closure, cemetery trees and CCTV pole - it was resolved to suspend the approval of any further ATC Community Grants Awards subject to looking to source other funding solutions. Proposed Cllr Chambers seconded Cllr Pickard.</p> <p>It was resolved to accept the additional £1630 cost for closing the road to allow for the summer work to be carried out safely ready for the 2023 Christmas Lights. Proposed Cllr Barnett seconded Cllr Wickham-Young.</p> <p>c. Gazebo insurance</p> <p>The Deputy Clerk reported they had contacted the Town Council insurers at length to see if Atherstone Partnership could be included within the Town Council insurance regarding use of the gazebos but this was not possible.</p> <p>It was resolved to extend the meeting beyond 9.30pm Proposed Cllr Barnett and seconded Cllr Wickham-Young.</p> <p>Only events run directly by the Town Council had automatic public liability and damage insurance for the gazebos. It was agreed Atherstone Partnership would refer back to their own insurers for further advice.</p> | | |
| 15. | <p>CCTV</p> <p>a. To receive feedback from the UKSPF funding.</p> <p>It was noted that this had been successful, but a meeting was due to be held with the RFO / NWBC to confirm the final figures.</p> <p>b. Camera 3 Long Street – the Deputy Clerk had asked the insurers to write and provide an update as soon as possible.</p> | | |
| 16. | <p>EMPLOYMENT – update on recruitment process.</p> <p>It was noted that interviews were being held on the 13th of July 2023</p> <p>P36 07/23</p> | | |

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| | and an EGM was scheduled for the 18 th July 2023. | | |
| | The meeting closed at 21:35pm the next meeting is the EGM meeting on Tuesday 18th July 2023 | | |

Signed  Vice- Chairman of Atherstone Town Council

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