



# Atherstone Town Council

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Thursday 14<sup>th</sup> March 2024

You are invited to attend a meeting of Atherstone Town Council to be held in the Committee Room, North Warwickshire Borough Council Civic Suite, Council House, South Street, Atherstone, Warwickshire, CV9 1DE at **7:00pm** on **Wednesday 20<sup>th</sup> March 2024** at which the following business will be transacted. Any Councillor unable to attend should forward their apologies either to the Clerk or the Chairman.

If you have any queries regarding this information, please do not hesitate to contact me.

*K Clover*

Kate Clover  
Town Clerk

## AGENDA

1. **Election of Vice Chairman 2023-24:** Following the resignation of Cllr Derek Pickard, to elect a Vice Chairman.
2. **Apologies:** To receive and approve reasons for absence.
3. **Declarations of Interests and Dispensations:** To receive Declarations of Interests and consider grant of dispensations of which written notice has been received by the Clerk.
4. **Public participation:** Residents are invited to give their views and question the Town Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman (*max 3 mins per speaker*)

*Members of the public wishing to raise issues which are not on the agenda are requested to notify the Clerk by midday on the day of the meeting where possible. (Please refer to Standing Orders 3.e-k for further guidance.)*

5. **Reports from:**
  - a) **Police:** To receive the written report.
  - b) **County and Borough Councillors** (for information only): To receive verbal reports from County and Borough Councillors if present.

*Written Reports for the next meeting are invited to be sent by **10<sup>th</sup> April 2024** for inclusion in the next agenda pack.*

6. **Minutes:** To approve the minutes of the Town Council meeting held on 14<sup>th</sup> February 2024.
7. **Planning:**
  - a) To consider new applications:
    - PAP/2023/0205 – 18 Holte Road, Atherstone.
    - PAP/2024/0011 – Land to the rear of 15 Witherley Rd.
    - PAP/2024/0049 – Unit 14 Carlyon Industrial Estate
    - PAP/2024/0023 – Unit CD Riversdale House Carlyon Road Industrial Estate

*\*Any planning applications received from NWBC ahead of the meeting date, following the publication of this agenda may also be considered under this item.*

b) To report decisions on previous applications (for information only):

- PAP/2024/0012 – 1 Regal Court Long Street Atherstone
- PAP/2024/0028 – St Mary’s House, Friars Gate, Atherstone.

*\*Any planning applications decided by NWBC ahead of the meeting date, following the publication of this agenda may also be reported to the Town Council under this item.*

**8. Committees, Sub-Committees (Working Groups) and Representations:**

- a) To receive verbal reports from Town Councillors (for information only)
  - i) To receive feedback - Atherstone Partnership Meeting 27<sup>th</sup> February 2024.
  - ii) To receive feedback – Police and Crime Commissioner Visit 14<sup>th</sup> March 2024.
- b) To appoint a Councillor to the employment committee
- c) To appoint a Council representative for the North Warwickshire Area Committee
- d) To set a date for the Remembrance Working Group meeting
- e) To receive a Clerk’s Report (for information only)

*Written Reports for the next meeting are invited to be sent by **10<sup>th</sup> April 2024** for inclusion in the next agenda pack.*

**9. Market Square:**

- a) To consider a request received from a resident who would like to donate funds to add a memorial plaque and refurbish a Town Council bench in Market Square.

**10. Policies:**

- a) To ratify the existing Standing Orders and note that these are to be reviewed by May 2024.

**11. Financial Matters:**

- a) To approve the Bank Reconciliation to 14/03/2024
- b) To receive a Finance Report from the clerk and ratify decisions made under delegated authority including:
  - i. Items purchased under delegated authority.
  - ii. Payments made under delegated authority.
- c) To approve the payment schedule (& nomination of two signatories to authorise the internet payments)
- d) To consider earmarked reserves

**12. Consultations:**

- a) To consider NWBC Planning Policy Consultation response from Atherstone Town Council for the following documents:
  - i) Revised Statement of Community Involvement (SCI)
  - ii) Draft Sustainability Appraisal (SA) Scoping Report
  - iii) Draft Employment Development Plan Document (DPD) – Scope, Issues and Options
  - iv) Economic Development Strategy and Action Plan (Draft)
  - v) NWBC call for sites considered suitable for other potential uses or development to be put forward in for consideration as future potential allocations.

Responses are requested by 9<sup>th</sup> May 2024.

**13. Items for future meetings: Action Plan 2024**

*The next meeting is due to be held on 17<sup>th</sup> April 2024 - Councillors are asked to raise matters to be included on the agenda by notifying the clerk in writing by **10<sup>th</sup> April 2024** at the latest. Motions should specify the business which it is proposed be transacted, in such a way that the members who receive it can identify the matters which they will be expected to discuss i.e. it needs to specify what the proposal is and that a decision is required or whether the item is for information only.*

14. **Closed Session:** To consider moving into a closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, where publicity would be prejudicial to the public interest in the due to the confidential nature of the business to be discussed for items 15-16
15. **Nominations:**
- a) To consider nominations for Honorary Citizen 2024
  - b) To consider nominations for Ruby Chamber's Award 2023
16. **CCTV:** To consider delegating authority to the CCTV Joint Committee (or the Clerk) for the following matters:
- a) To arrange & attend a meeting with Polesworth Parish Council to discuss the potential CCTV Partnership and to begin negotiations regarding expected costs and contributions, to provide a recommendation to the Town Council for future consideration.
  - b) To consider potential locations & cost implications of accepting the offer of 2 x Nomad Cameras (RRP £5,000 each) from North Warwickshire Borough Council to provide a recommendation to the Town Council for future consideration. Should a decision be required before the next meeting the Clerk will liaise with the Chairman / Council members via email for a consensus opinion following the recommendations of the CCTV Joint Committee members)

***Councillors are reminded of their duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat, and other best practice when making decisions at the meeting.***