



# Atherstone Town Council

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Friday 13<sup>th</sup> September 2024

I hereby give notice of 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 **7:15pm** on **Wednesday 18<sup>th</sup> September 2024** at which the following business will be transacted.

Please note that the Community Forum will be held in the committee room prior to the Town Council meeting from 6:45pm-7:15pm.

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

*K. Clover*

Kate Clover  
Town Clerk

## AGENDA

1. **Apologies:** To receive and approve reasons for absence.
2. **Declarations of Interests and Dispensations:** To receive Declarations of Interests and consider any grant of dispensations of which written notice has been received by the Clerk.
3. **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.)*

4. **Reports from (for information only):**
  - a) **Warwickshire Police:** To receive the Atherstone Beat report
  - b) **County and Borough Councillors:** To receive verbal reports from County and Borough Councillors, if present.
    - i) NWBC Cllrs Jarvis and Singh request for adding two planters to the Town Council Floral Display Scheme maintenance – see email.
  - c) **Atherstone Partnership:** To receive a verbal update from the Chair of the Atherstone Partnership.
5. **Minutes:** To approve the minutes of the Town Council meeting held on 18<sup>th</sup> July 2024.
6. **Planning:**
  - a) To consider new applications: None

*\*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- PAP/2024/0011 Land Rear of 15 Witherley Rd – Withdrawn
- PAP/2024/0098 90 Coleshill Road – Granted
- PAP/2024/0109 27-29 Long Street -Happy Gathering – Granted
- PAP/2024/0292 George Sykes Ltd Carlyon Rd – Granted
- PAP/2024/0309 5 Bracebridge Rd – Granted

*\*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.*

c) To consider fundraising request from Fillongley Parish Council to cover their legal costs to defend an appeal against the refusal of a solar farm planning application (PAP/2023/0071)

**7. Working Groups and Representations:**

a) To receive written / verbal reports from working groups:

- i. Arcade Working Group update
- ii. Open Spaces Working Group (River Anker Feasibility Study update)

b) To receive written / verbal reports from Town Council Representatives

- i. Town Mayor Report

**8. Horse Racing Event:** To resolve to host a 'Horse Racing Evening' on Market Square on 22<sup>nd</sup> September 2024 to fundraise for Dicken's Night 2024.

**9. Maintenance:**

- a) To consider quotations for Arcade signage
- b) To consider quotations for Play Area signage (a total of four signs required)
- c) To consider quotations for Arcade periodic Electrical Installation Certificate Reports.
- d) To consider quotation for specialised treatment of Knotweed at Merevale Allotment site
- e) To consider quotation for planting 4 trees at Atherstone Cemetery
- f) To receive the Annual Play Area Inspection Report – St Mary's Road
- g) To receive the Annual Play Area Inspection Report – Westwood Road

**10. Conclusion of Audit 2023-24**

- a) To note receipt of the External Auditor Report and Certificate (Section 3 of the Annual Governance and Accountability Return 2023/24) from Moore UK dated 28<sup>th</sup> August 2024
- b) To consider actions required to remedy matters raised within the External Audit Report ahead of the 2024-25 return.
- c) To note that the Conclusion of Audit Form and Completed Annual Governance and Accountability Return 2023/24 were published by the Clerk on the Town Council Noticeboard and Website on 03/09/2024.

**11. Financial Matters:**

- a) To approve the Balance Sheet and Bank Reconciliations to 31st July 2024.
- b) To approve the Balance Sheet and Bank Reconciliations to 31<sup>st</sup> August 2024.
- c) To ratify expenditure authorised under delegated authority.

- d) To ratify payments made under delegated authority, approve the payment schedule (& nominate two signatories to authorise the internet payments)
- e) To consider the cancellation of 3 x unrepresented cheques from September 2023 from the Council's accounting records.
- f) To consider a request from Atherstone Rangers FC regarding a change of use to grant funding awarded by the Town Council in a prior year.

**12. Grand Union Canal Transfer:**

- a) To consider the Town Council's response to the public consultation (including promotion of GUCT consultation event, our approach to gathering views of the community (within Atherstone Town Boundary) to inform the Town Council's response to the consultation.
- b) To consider appointing a representative to attend the proposed NWBC Town & Council Parish Meeting regarding the GUCT on Monday 21<sup>st</sup> October 2024 at 6.30pm.

**13. Items for next meeting:**

- 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 15-17.

**15. CCTV Consultation:**

- a) To receive notes from the CCTV Quarterly Operational Meeting on 4<sup>th</sup> September 2024
- b) To consider deferring consultation to first prepare a campaign raising awareness of the benefits to community safety of live monitoring
- c) To consider conducting a pilot survey using quota sampling to test the approach to consultation
- d) To consider funding the cost of live monitoring for a further six months when setting the 2025/6 budget

**16. Market Square:**

- a) To consider a buyback offer for the canopy from original suppliers -City B Group.
- b) To receive the electrical installation condition report and feedback provided by the NWBC Facilities Manager.

**17. Allotments:**

- a) To note the working group report and consider approval of the recommended awards.
- b) To consider approval & signature of the draft Atherstone Allotment Association lease

- 18. Date of Next Meeting:** To confirm the date & time of the next Town Council meeting as Wednesday 16<sup>th</sup> October 2024 at 7:15pm.

***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***