



Atherstone Town Council

Thursday 6th February 2025

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 **7:00pm** on **Wednesday 12th February 2025** 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 (Proper Officer)

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 External Organisations (for information only)

- a) To receive a written/verbal report from Warwickshire Police
- b) To receive a written/verbal report from County and Borough Councillors

Written reports (for information only) to be published with the agenda for the next meeting are politely requested by Wednesday 12th March 2025.

5. Minutes

To consider approval of the [minutes](#) of the meeting held on 22nd January 2025.

6. Planning

a) New Applications:

To consider new applications

- i. [PAP/2024/0570](#)– Phoenix Yard Land behind Church St and Long St
- ii. [PAP/2025/0028](#)– 63 Windmill Rd, Atherstone.
- iii. [PAP/2025/0003](#) – 7 Choyce Close Atherstone
- iv. [PAP/2025/0026](#)– The Original Factory Shop

b) Previous Decisions:

To report decisions on previous applications

- i. [PAP/2024/0243](#) 108 Coleshill Rd Atherstone - Granted

7. Committees, Working Groups, and Representations (for information only)

a) Reports from Committees and Working Groups

To receive written / verbal reports from working groups.

- i. Open Spaces Working Group – River Anker Feasibility Study update – Cllr Short

b) Reports from Council Representatives

To receive written / verbal reports from Council Representatives

8. IT Matters

a) To consider authorising expenditure of £2627 to purchase Rialtas Omega Financial Software (including sales & purchase ledger, set-up installation and training) to implement from 2025/26

NB: The annual license, support & maintenance costs for (5 users) on the Rialtas Omega Software is on par with the 1 user licence on our existing software package.

b) To consider authorising expenditure of £1829 to purchase the Rialtas Cemetery module (including set-up installation and training) to implement within 2025/26

c) To consider authorisation of £617 for annual licence, support & maintenance for the Cemetery module

c) To consider authorising expenditure of £757 to purchase the Rialtas Allotment module to (including set-up installation and training) to implement within 2025/26)

d) To consider authorisation of £265 for annual licence, support & maintenance for the Allotments module.

9. Financial Matters

a) To approve the Accounts & Bank Reconciliation to 31st January 2025

b) To approve expenditure authorised under Delegated Authority

c) To approve payments authorised under Delegated Authority

d) To approve invoices due for payment and nominate two members to authorise the electronic payments on Unity Trust.

e) To consider approving amendments to Financial Regulations 6 & 7.

f) To considers approval of 2024-25 budgetary virements and transfers to earmarked reserves

10. Quotations

a) Floral Displays Summer 2025 onwards – to consider extending the contract with the existing supplier.

b) St Mary's Road damaged Derby Litter Bin – to consider authorising expenditure for a replacement bin.

11. Local Council Award Scheme

To receive the Deputy Clerk's report and update on the new criteria.
To consider approval of the recommendation as outlined in the report.

12. Items for the Next Meeting

To note any items to be included on the next agenda: Risk Management Review, Asset Register Review.

13. Date of Next Meeting

To confirm the next Town Council meeting will be held on Wednesday 19th March 2025 at 7pm

Motions for the next agenda must be submitted by Tuesday 11th March 2025

Written reports (for information only) to be published with the agenda are politely requested by Wednesday 12th March 2025.

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 13-15.

15. Arcade Matters

To consider approving expenditure of up to £3250 for recommended items from the fire risk assessment.

16. Staffing Matters

i) To consider placement of a student from North Warwickshire and South Leicestershire College on a temporary basis one day a week.

17. St Mary's Road Play Area – vandalised bin

To receive an update from the police (via email dated 27.01.25) and agree response.