



Atherstone Town Council

Friday 14th March 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 19th March 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.

S.A. Oldham

Mrs Sally Oldham
Deputy 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 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
- c) To receive a written/verbal Social Media update from One Media Shed

Written reports (for information only) to be published with the agenda for the next meeting are politely requested by Wednesday 9th April 2025.

5. Minutes

To consider approval of the [minutes](#) of the Extraordinary meeting held on the 20th February 2025.

6. Planning

a) New Applications:

To consider new applications

[PAP/2025/0078](#) - 2 Simmonds Way

[PAP/2025/0084](#) - TQEA Witherley Rd

[PAP/2025/0085](#) - 127 Royal Meadow Drive

b) Previous Decisions:

To report decisions on previous applications

[PAP/2025/0003](#)- 7 Choyce Close, Atherstone

[PAP/2024/0580](#) - Durnos Nurseries Old Holly Lane

[PAP/2025/0010](#) -28 Minions Close, Atherstone

[PAP/2022/0613](#) - Ex BEC Engineering Land, Richmond Rd

[PAP/2022/0139](#) - Atherstone Sports Club

[PAP/2024/0513](#) and [PAP/2024/0514](#)Trent House, 102 Long Street

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 M Short
- ii. To note the Staffing Committee Draft Minutes of the meeting held on the 5th of March 2025. (any verbal update / discussion on Staffing to take place under item 21.)

b) Reports from Councillors/Council Representatives

To receive written / verbal reports from Councillors/ Council Representatives

- i. Atherstone Ball Game – Cllr Chamberlain
- ii. Atherstone Leisure Facilities re-development and communication with ATC – Cllr Chamberlain
- iii. WCC Meeting with Town and Parish Councils - English Devolution White Paper and Local Government Reorganisation feedback from meeting held on 10 Mar 2025 – Cllr M Short

8. Financial Matters

- a) To approve electronic payments authorised under Delegated Authority and made by the Deputy Clerk on Unity Trust Bank since the last meeting.
- b) To approve invoices due for payment and nominate two members to authorise the electronic payments on Unity Trust.

9. Honorary Citizen Award 2025

To consider nominations received by the deadline 12th March 2025. Names confidential until recipient notified.

10. The Ruby Chambers Young Person's Sports Award

To consider nominations received by the deadline 12th March 2025. Names confidential until recipient notified.

11. Notice of Vacancy Atherstone South

To update the meeting with the outcome of the vacancy and whether this is a request for an election or if not to consider co-option arrangements.

12. Atherstone Market Square

- i. To note the recent incident where a vehicle was in a collision with one of the memorial benches on the square. To consider delegating authority to the Deputy Clerk to continue to liaise with the insurers to resolve the matter on behalf of the council and report back in due course.
- ii. Living Rock Church – to note the family Easter themed outreach event booked for Saturday 12th April 2025 10am – 1pm.
- iii To note the launch of Mobile Advice Centre – NW Citizens Advice- booked for 10am Friday 9th May 2025.
- iv To consider Atherstone Pop Up Park Proposal August/September 2025 – see project report Cllr Chamberlain and Cllr Evans.

13. Local Council Award Scheme

To receive the Deputy Clerk's update.

14. Items for the Next Meeting

To note any items to be included on the next agenda: Financial Reports, Risk Management Review, Asset Register Review – deferred from previous meetings.

15. Date of Next Meeting

To confirm the next Town Council meeting will be held on **Thursday 17th April 2025** at 7pm

Motions for the next agenda must be submitted by Tuesday 8th April 2025

Written reports (for information only) to be published with the agenda are politely requested by Wednesday 9th April 2025.

16. 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 17-21.

17. Office Accommodation

To consider the confidential information about a premises in Atherstone and its suitability for future Town Council office accommodation. To agree next steps if necessary.

18. Arcade Tenancy

To consider the confidential correspondence from an arcade tenant and agree a response.

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

To receive the letter of apology.

20. CCTV and Townwatch

- i. To receive an update from NWBC on the replacement market square Camera, Long Street Camera and associated funding developments for the CCTV Scheme for the next 12 months.
- ii To consider a request to match fund (with The Community Safety Partnership) the replacement market square camera at a cost of £3,000 to Atherstone Town Council.
- ii To receive an update on the Townwatch Radio Scheme.

21. Staffing Matters

- i) To receive a verbal/written update from the Employment Committee Meeting held on 4th March 2025 and to consider any matters arising and recommendations.