



# Atherstone Town Council

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Friday 10<sup>th</sup> April 2026

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 15<sup>th</sup> April 2026** 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 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) **Warwickshire Police:** To receive a verbal or written report, if present.
  - b) **County and Borough Councillors** (for information only): To receive verbal or written reports from County and Borough Councillors, if present.
5. **Minutes:**
  - a) To approve the minutes of the Town Council meeting held on the 18<sup>th</sup> of March 2026.
  - b) Action Tracker - review of progress with past meeting actions.
6. **Financial Matters:**
  - a) To approve the Bank Reconciliation to 31<sup>st</sup> March 2026.
  - b) To ratify payments made under delegated authority, approve the payment schedule (& nominate two signatories to authorise the internet payments).
  - c) To approve the transfer of funds from the Current Account ending 881 to the Instant Access Account ending 894. (see payment schedule for proposed figure)
  - d) To agree earmarked reserves for the current financial year 2026-2027.
  - e) To consider the next steps in relation to a bad debt owing to the insolvency of the company. (names confidential)

## 7. Correspondence Received:

- a) NWBC Licencing: Street Trading Policy Consultation
- b) WALC: Neighbourhood Governance Structure – to agree any actions.
- c) Law Commission and ICCM: Burial and Cremation Review - Final Report
- d) Severn Trent Community Fund – Arcade Community Space - Panel outcome.

**8. Planning\*:** *\*Any planning applications received from or 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.*

a) To consider new applications:

Reference	Address	Details	ATC comment / Deadline
<a href="#">PAP/2025/0066</a>	Land Between A5 and Atherstone Cemetery	Extension of Cemetery	16.4.26
<a href="#">2026/0203/PN14</a>	16 Westwood Crescent	Prior Approval - Household extension	Extended to 16.4.26
<a href="#">2026/0204/LAWP</a>	16 Westwood Crescent	Certificate of lawful development Household extension	Extended to 16.4.26
<a href="#">2026/0205/FUL</a>	Nationwide Building Society	Installation of defibrillator and bleed kit cabinets to external elevation.	Extended to 16.4.26
<a href="#">2026/0228/HH</a>	68 Royal Meadow Drive	Single storey extension	16.4.26
<a href="#">2026/0233/LAWP</a>	27 Holte Rd, Atherstone	Certificate of Lawful Development	16.4.26

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

Reference	Address	NWBC decision
NONE		

**9. Committees, Working Groups and Representations** - To receive written reports and consider any recommendations.

- a) Arcade Working Group
- b) Open Spaces Working Group
- c) Development and Review Working Group
- d) Communications and Engagement Working Group
- e) Town Councillor Reports
- f) Representative Reports
- g) Mayor's Report

**10. Operational Reports, Maintenance and associated recommendations:**

- a) To note the latest weekly Play Area Inspection Reports carried out by NWBC.

- b) To consider purchasing the Keep Britain Tidy campaign stickers for Litter Bins (dog waste)
- c) To consider procuring LANTRA training for volunteer carrying out road closures for Community Events.
- d) To receive quotations for additional electrical work following the recent Fire Alarm and Emergency Lighting Inspections at the Arcade.

**11. Annual Assembly May 20<sup>th</sup> 2026:** to agree final arrangements.

**12. To note the WALC Round-up Number 154** and consider any training opportunities.

**13. Cemetery Extension Project:** to receive an update about the progress of the current planning application

*Councillors are asked to raise matters to be included on the agenda by notifying the clerk in writing at least one week before the meeting date.*

*Written Reports (for information only) are invited to be sent for inclusion in the next agenda pack at least one week before the meeting date.*

**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 14-16.

**14. Staffing matters:**

- a) To receive a report from the Employment Working group on the Town Clerk/RFO recruitment process and consider recommendations.

**15. Honorary Citizen 2026 –** to receive nominations (deadline extended to 10<sup>th</sup> April 2026)

**16. CCTV / Townwatch Radio –** to receive an update from the working group.

***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.***