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This matter is being dealt with by
Mr D Harris
Direct Dial : (01827) 719222

Your ref :

Our ref : DH/JB C7

Date : 3 December 2013

To: All Members of the Council

Dear Sir / Madam

You are hereby summoned to attend a meeting of the Council, to be held in the Council Chamber, the Council House, South Street, Atherstone, on Wednesday 11 December 2013 at 6.30pm. Members are invited to join the Mayor for prayers, led by the Reverend Paul Tullett, Vicar of Water Orton, prior to the commencement of business.

After prayer, the following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Disclosable Pecuniary and Non-Pecuniary Interests
- 4 The Mayor to move, in accordance with Standing Order No 6(1):
“That the minutes of the meetings of the Council held on 25 September 2013 be approved as a correct record.”
- 5 To receive the Mayor’s announcements.
- 6 To answer Questions from Members and the Public pursuant to Standing Order No. 7.

- 7 To receive and consider minutes, recommendations and notes of the following meetings circulated herewith and to make the necessary Orders thereon:
- a **Planning and Development Board** – 14 October and 11 November 2013 (Pages 99 - 106).
 - b **Community and Environment Board** – 21 October 2013 (Pages 107 - 109).
 - c **Resources Board** - 18 November 2013 (Pages 110 – 114).
 - d **Area Forum North** – 21 November (Page 115).
 - e **Executive Board** – 30 September and 25 November 2013 (Pages 116 - 122).
 - f **Area Forum West** – 28 November 2013 (123 - 124).
 - g **Scrutiny Board** – 2 December 2013 (to follow).
- 8 To receive and consider any Notice of Motion under with Standing Order No. 10.
- 9 To authorise the Chief Executive, in accordance with Article 13.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council.

Yours faithfully

Chief Executive

**MINUTES OF THE MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE
COUNCIL HOUSE, ATHERSTONE ON
WEDNESDAY 25 SEPTEMBER 2013**

Present: Councillor Ferro in the Chair.

Councillors Butcher, Davis, L Dirveiks, N Dirveiks, Forwood, Fowler, Fox, Freer, Hayfield, Holland, Humphreys, Johnston, Lea, Lewis, May, Moore, Morson, B Moss, M Moss, Payne, Phillips, Pickard, Sherratt, Smith, A Stanley, M Stanley, Y Stanley, Sweet, Turley, Watkins, Winter and Wykes.

Apologies for absence were received from Councillors Barber and Simpson.

Before the commencement of business, Tom Hindle Head Boy at Coleshill School led the Council in Prayer.

19 Disclosable Pecuniary and Non-Pecuniary Interests

Councillors Lea and Morson declared a non-pecuniary interest in Minute No 5 (Daw Mill Colliery) of the meeting of Area Forum South held on 4 July 2013 by reason of being members of the County Council's Regulatory Committee.

Councillor Watkins declared a pecuniary interest in Minute No 20 (Proposed Replacement of Indoor Leisure Facilities in Coleshill) of the meeting of the Community and Environment Board held on 3 September 2013 left the meeting and took no part in the discussion or voting thereon.

Councillor Fowler declared a non-pecuniary interest in Minute No 20 (Proposed Replacement of Indoor Leisure Facilities in Coleshill) of the meeting of the Community and Environment Board held on 3 September 2013 by reason of being a Governor at the Coleshill School.

20 Minutes

The minutes of the meetings of the Council held on 26 June and 23 July 2013 were approved as a correct record and signed by the Mayor.

21 Mayor's Announcements

The Mayor made the following announcements

- he thanked all Members and Officers who had attended his Civic Service on Sunday 22 September 2013;

- that as part of Local Democracy Week the Council was organising an event at the Coleshill School on Wednesday 16 October 2013 and all Members were encouraged to attend; and
- that the date of his Bavarian Oompah night had been moved to March 2014. Further details would be circulated in due course.

At this point in proceedings Councillor Hayfield reported that due to increasing pressures as a County Council Portfolio Holder it was his intention to stand down from his position as Leader of the Conservative Group in December. Councillor Mick Stanley paid tribute to Councillor Hayfield for his contribution to North Warwickshire during his time as Leader of his Group.

22 Questions Pursuant to Standing Order No. 7

The following question was received from Ms Fiona Wardle, Church Road, Hartshill

When are the borough going to address the "graffiti" that is littering the borough? or using the services of community payback to clean it up?

The response from Councillor Phillips, Chairman of the Community and Environment Board, was as follows

“Since Mrs Wardle brought these issues to the Council’s attention, officers have contacted her, arranged for a site visit and subsequent cleansing where appropriate. An officer has also been in touch with the local PCSO to discuss the possibility of a Community Payback clean-up of the affected areas. Where the affected areas fall under the control of Warwickshire County Council, we have also passed details of the problems to colleagues in the Highways Department.”

23 Minutes of Boards/Committees

a) Area Forum (South) – 4 July and 17 September 2013

It was proposed by Councillor Sherratt, seconded by Councillor Hayfield and

Resolved:

That the notes of the meetings of Area Forum (South) held on 4 July and 17 September 2013 be approved and adopted.

b) Planning and Development Board – 15 July, 12 August and 9 September 2013

It was proposed by Councillor Sweet, seconded by Councillor Winter and

Resolved:

That the minutes of the meetings of the Planning and Development Board held on 15 July, 12 August and 9 September 2013 be approved and adopted.

- c) **Community and Environment Board – 22 July and 3 September 2013**

It was proposed by Councillor Phillips, seconded by Councillor Lewis and

Resolved:

That the minutes of the meetings of the Community and Environment Board held on 22 July and 3 September 2013, together with the recommendation contained therein, be approved and adopted.

- d) **Resources Board – 2 September 2013**

It was proposed by Councillor Moore, seconded by Councillor Turley and

Resolved:

That the minutes of the meeting of Resources Board held on 2 September 2013 be approved and adopted.

- e) **Area Forum (North) – 5 September 2013**

It was proposed by Councillor Morson, seconded by Councillor Winter and

Resolved:

That the notes of the meeting of Area Forum (North) held on 5 September be approved and adopted.

- f) **Executive Board – 10 September 2013**

It was proposed by Councillor M Stanley, seconded by Councillor Sweet and

Resolved:

That the minutes of the meeting of Executive Board held on 10 September 2013, together with the recommendations contained therein, be approved and adopted.

- g) **Area Forum (East) – 12 September 2013**

It was proposed by Councillor Forwood, seconded by Councillor N Dirveiks and

Resolved:

That the notes of the meeting of Area Forum (East) held on 12 September 2013 be approved and adopted.

h) Scrutiny Board – 16 September 2013

It was proposed by Councillor Pickard, seconded by Councillor Turley and

Resolved:

That the minutes of the meeting of the Scrutiny Board held on 16 September 2013, be approved and adopted.

i) Area Forum (West) – 19 September 2013

It was proposed by Councillor M Moss, seconded by Councillor Lewis and

Resolved:

That the notes of the meeting of Area Forum (West) held on 19 September 2013 be approved and adopted.

j) Licensing Committee – 23 September 2013

It was proposed by Councillor Morson, seconded by Councillor Lewis and

Resolved:

That the minutes of the meeting of the Licensing Committee held on 23 September 2013, together with the recommendation contained therein, be approved and adopted.

24 Notice of Motion under Standing Order No. 10

There were no Notices of Motion received under Standing Order No. 10.

25 The Common Seal

It was proposed by Councillor Ferro, seconded by Councillor Winter and

Resolved:

That the Chief Executive be authorised to affix the Common Seal to any document as necessary to give effect to the decisions of the Council, in accordance with Article 13.05 of the Articles of the Constitution.

Chairman of the next ensuing meeting of the Council

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

14 October 2013

Present: Councillor Sweet in the Chair.

Councillors Butcher, L Dirveiks, Humphreys, Lea, May, B Moss, Phillips, Sherratt, Simpson, A Stanley, Turley, Watkins, Winter and Wykes

28 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Watkins declared a pecuniary interest in Minute No 30 Planning Applications (Applications No 2013/0425 and 2013/0426 - The Coleshill School, Coventry Road, Coleshill) left the meeting and took no part in the discussion or voting thereon.

Councillor Phillips declared a non-pecuniary interest in Minute No 30 Planning Applications (Applications No 2013/0425 and 2013/0426 - The Coleshill School, Coventry Road, Coleshill) by reason of being Chairman of the Council's Community and Environment Board, left the meeting and took no part in the discussion or voting thereon.

29 **Minutes**

The minutes of the meetings of the Board held on 15 July, 12 August and 9 September 2013, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

30 **Budgetary Control Report 2013/2014 – Period Ended 30 September 2013**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2013 to 30 September 2013. The 2013/2014 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

31 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board. Details of correspondence received since the publication of the agenda is attached as a schedule to these minutes.

Resolved:

- a** That providing the applicant first enters into a Section 106 Agreement as set out in the report of the Head of Development Control, Application No 2013/0052 (Land Adjacent to, 1 Ivyleigh Villas, Church Lane, Shuttington, B79 0EB) be approved subject to the conditions set out in the report;

[Speaker: Sara Jones]

- b** That subject to the satisfactory resolution of the outstanding matters of detail pertaining to the Section 106 Agreement by the Head of Development Control, in consultation with the Chairman of the Board and the Opposition Spokesperson, Applications No 2013/0269 and 2013/0272 (Business Park, Hall End Farm, Watling Street, Dordon, B78 1SZ) be approved subject to the conditions set out in the report;

[Speakers David Hodgetts and Huw Williams]

- c** That providing the applicant first enters into a Section 106 Unilateral Undertaking as set out in the report of the Head of Development Control, Application No 2013/0338 (8 Shawbury Village, Shawbury Lane, Shustoke, Coleshill, B46 2RU) be approved subject to the conditions set out in the report;

- d** That in respect of Application No 2013/0357 (Hilltop House, Mill Lane, Fillongley, CV7 8EE)

i Under the provisions of Section 97 of the Town & Country Planning Act 1990 the planning permission referenced PAP/2013/0080 be revoked; and

ii Application No 2013/0357 be approved subject to the conditions set out in the report of the Head of Development Control;

- e** That Application No 2013/0380 (Abbey Green Park, Grendon Road, Polesworth, Warwickshire) be approved subject to the conditions set out in the report of the Head of Development Control; and

- f** That Applications No 2013/0425 and 2013/0426 (The Coleshill School, Coventry Road, Coleshill) be approved subject to the conditions set out in the report of the Head of Development Control.

32 Statutory Consultees – Local Enterprise Partnership Protocol

The Assistant Chief Executive and Solicitor to the Council reported on the Local Enterprise Partnership's recently agreed protocol on working with statutory consultees to planning applications and Members were asked to agree a suggested course of action.

Resolved:

That the protocol be noted and that regard be had to the protocol in the determination of planning applications.

33 Planning Application PAP/2013/0224 Spon Lane, Grendon

The Head of Development Control reported that an appeal had been lodged following the refusal of planning permission and Members were asked to approve the approach to be followed so as to best defend the Council's position. He then reminded the Board of the scope of the application and the nature of the planning issues raised by the application.

Resolved:

a That, upon the receipt of legal advice it is considered that the Council also refuse planning permission in this case for the following reason;

“2. It is considered that the proposed development would be inappropriate in size and in this location as it would materially extend the settlement of Grendon onto green field land impacting on its local character and distinctiveness”;

b That the Council engages planning consultants to represent the Council on this appeal working in association with planning officers; and

c That the use of some of the additional planning fee income to fund the appeal costs up to the value of £40,000 be approved.

34 Exclusion of the Public and Press

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act.

35 Breaches of Planning Control

The Head of Development Control reported on two alleged breaches of planning control and the Board was asked to agree suggested courses of action.

Resolved:

- a That in the case of 61 Hillside, Hartshill, a Breach of Conditions Notice is issued requiring the south elevation of the conservatory to be glazed with obscure glass thus to comply with condition 4 of planning permission PAP/2012/0247 dated 27 June 2012, with a compliance period of two months, for the reasons set out in the report of the Head of Development Control;**
- b That in the case of Aldermore Farm, Middleton Lane, Middleton, two Enforcement Notices are issued, one for the removal of the wooden shed and the second for the removal of the caravan, both with compliance periods of two months, for the reasons set out in the report of the Head of Development Control; and**
- c That in respect of land adjacent to The Cedars, Coton Road, Nether Whitacre (former Buchan's site), the Solicitor to the Council be authorised to issue an Enforcement Notice relating to the unauthorised change of use of the land from agriculture to a heavy vehicle/plant driver training use together with the siting of a portable office building associated with that use. The Notice to require the cessation of the unauthorised use together with the removal of the vehicles/plant and portable building and that the compliance period be six months.**

R Sweet
Chairman

**Planning and Development Board
14 October 2013
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
6/90	PAP/2013/0425 and PAP/2013/0426	Coleshill Town Council	Representation	27/9/13

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
PLANNING AND DEVELOPMENT BOARD**

11 November 2013

Present: Councillor Butcher in the Chair.

Councillors L Dirveiks, Humphreys, Lea, Lewis, May, Moore, B Moss, Sherratt, Simpson, A Stanley, Turley, Watkins, Winter and Wykes

Apologies for absence were received from Councillors Phillips (substitute Councillor Lewis) and Sweet (substitute Councillor Moore).

36 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

37 Planning Applications

The Head of Development Control submitted a report for the consideration of the Board. Details of correspondence received since the publication of the agenda is attached as a schedule to these minutes.

Resolved:

- a That Application No 2013/0231 (Land East of Fir Tree Cottage, Seckington Lane, Newton Regis) be refused for the following reason**

“It is considered that the proposal would be inappropriate in this location as it would materially extend the settlement of Newton Regis impacting on its local character and distinctiveness. In particular the proposal would harm the character and appearance of the Conservation Area because it would materially reduce openness. As such it does not accord with saved policy ENV15 of the North Warwickshire Local Plan 2006 and the National Planning Policy Framework 2012.”

[Speaker Ray Evans]

- b That Application No 2013/0402 (Land South of Newton Farm, Main Road, Newton Regis) be refused for the reasons set out in the report of the Head of Development Control;**

[Speaker Ray Evans]

- c That Application No 2013/0435 (Whitacre Garden Centre, Tamworth Road, Nether Whitacre, Warwickshire) be approved subject to the conditions set out in the report of the Head of Development Control;
- d That subject to the signing of the Deed of Variation to the Section 106 Agreement previously agreed for planning permission ref: PAP/2012/0297, Application No 2013/0449 (Land at Rowland Way, Rowland Way, Atherstone, CV9 2SQ) be approved subject to the conditions set out in the report of the Head of Development Control; and
- e That the report of the Head of Development Control in respect of Application No 2013/0500 (Poultry Farm, Green End Road, Green End, Fillongley) be noted.

38 Proposed Tree Preservation Order Land at Coventry Road, Fillongley

The Board was invited to confirm or otherwise a Tree Preservation Order made in respect of one oak tree situated at Coventry Road, Fillongley.

Resolved:

That the Tree Preservation Order made in respect of one oak tree situated at Coventry Road, Fillongley be confirmed.

39 Confirmation of Tree Preservation Order – Land at Mancetter Manor, The Green, Mancetter

The Board was invited to confirm or otherwise a Tree Preservation Order made in respect of one horse chestnut and two lime trees on land at Mancetter Manor, The Green, Mancetter.

Resolved:

That the Tree Preservation Order made in respect of one horse chestnut and two lime trees on land at Mancetter Manor, The Green, Mancetter be confirmed.

40 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2013

The Board was informed of progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Planning and Development Board for April – September 2013.

Resolved:

That the report be noted.

Chairman

**Planning and Development Board
11 November 2013
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
4/4	PAP/2013/0402	R Evans	Objection	7/11/13
		Note	Site Visit	4/11/13
		D Waithman	Objection	3/11/13
		M Abbott	Representation	3/11/13
		M Tallet	Objection	1/11/13

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

21 October 2013

Present: Councillor Phillips in the Chair

Councillors Barber, N Dirveiks, Ferro, Humphreys, Lewis, B Moss and Sherratt.

Apologies for absence were received from Councillor Fowler (substitute Councillor Sherratt), Councillor Freer and Councillor M Moss (substitute Councillor N Dirveiks)

Also in attendance were Councillors Moore and Pickard.

25 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

26 **Minutes of the Meetings of the Board held on 22 July and 3 September 2013**

The minutes of the meetings held on 22 July and 3 September 2013, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

27 **Budgetary Control Report 2013/2014 Period Ended 30 September 2013**

The Assistant Director (Finance and Human Resources) reported on expenditure and income for the period from 1 April 2013 to 30 September 2013.

Resolved:

That the report be noted.

28 **Kerbside Recycling Service Update**

The Assistant Director (Streetscape) provided a verbal update to the Board on the first day of the implementation of the new kerbside recycling service.

29 **Proposed Sale of Informal Open Space at Sycamore Crescent, New Arley**

The Assistant Director (Leisure and Community Development) set out a proposal for the sale to Arley Parish Council of an area of informal open space at Sycamore Crescent in New Arley.

Recommendation to the Resources Board:

- a That the Board be asked to consider the sale to Arley Parish Council of the informal open space at Sycamore Crescent in New Arley; and**
- b That the Board be invited to consider a request from the Community and Environment Board that the capital receipt arising from the proposed disposal of this land be directed towards enhancements of open space elsewhere in New Arley in line with the priorities of the Green Space Strategy.**

30 North Warwickshire Green Space Strategy Progress Report

Members were informed of progress in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy and of corresponding actions being advanced through Year 6 of the Strategy's supporting Action Plan.

Resolved:

That progress in respect of the implementation of the provisions of Year 6 of the North Warwickshire Green Space Strategy Action Plan be noted.

31 Proposed Replacement of Indoor Leisure Facilities in Coleshill

The Assistant Director (Leisure and Community Development) updated the Board on progress in respect of the proposed development of new indoor leisure facilities in Coleshill.

Resolved:

That the progress made in respect of the proposed development of new indoor leisure facilities at The Coleshill School, be noted.

32 Polesworth Sports Centre – Extension to Fitness Suite

The Assistant Director (Leisure and Community Development) set out a proposal to extend the fitness suite at Polesworth Sports Centre through a conversion of one of the facility's two squash courts. These changes would enable the Sports Centre to respond more effectively to customer-led service demand.

Resolved:

That the proposal to extend the fitness suite and free weights area at Polesworth Sports Centre, through a conversion of one of the facility's squash courts, be approved.

33 **Minutes of the BOB Hub Task and Finish Group held on 5 August 2013**

The minutes of the BOB Task and Finish Group held on 5 August 2013 were received and noted.

H Phillips
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

18 November 2013

Present: Councillor Moore in the Chair

Councillors Barber, Butcher, N Dirveiks, Forwood, Holland, Humphreys, Winter and Wykes.

Apologies for absence were received from Councillors Davis (Substitute Councillor Barber), Johnston (Substitute Councillor Wykes) and Smith (Substitute Councillor Humphreys).

32 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

33 **Minutes of the Resources Board held on 2 September 2013**

The minutes of the meeting held on 2 September 2013, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

34 **Land at Sycamore Crescent, New Arley**

The Assistant Director (Leisure and Community Development) set out a proposal for the sale to Arley Parish Council of an area of informal open space at Sycamore Crescent in New Arley.

Recommendation to the Council:

- a That the land comprising the informal open space at Sycamore Crescent in New Arley be declared surplus to the requirements of the Council;**
- b That the land be offered for sale to Arley Parish Council for use as public open space; and**
- c That the capital receipt arising from the proposed disposal of this land be directed towards enhancements of open space elsewhere in New Arley in line with the priorities of the Green Space Strategy.**

35 Animal Wardens Service – Update

The Assistant Director (Housing) provided an update on service performance and budget issues, and sought a small contingency for dog rehoming in case of unforeseen circumstances.

Resolved:

That the revised approach as set out in the report of the Assistant Director (Housing) be agreed.

36 Treasury Management Update Quarter 2 2013/14

The Assistant Director (Finance and Human Resources) reported on the Treasury Management activity during the first six months of 2013/14.

Resolved:

a That the Treasury Management activity for the first six months of 2013/2014 be noted; and

b That the addition of Property Funds, Custodian Accounts and inter-authority lending to the Approved Lending List be approved.

37 Capital Programme 2013/14 Quarter 2 Update

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2013/14 Capital Programme in terms of expenditure.

Resolved:

That the report be noted.

38 General Fund Budgetary Control Report 2013/2014 Period ended 31 October 2013

The Assistant Director (Finance and Human Resources) reported on revenue expenditure and income for the General Fund between 1 April 2013 and 31 October 2013. The 2013/14 budget and the actual position for the period, compared with the estimate at that date, together with an estimate of the outturn position were also provided.

Resolved:

That the report be noted.

**39 Housing Revenue Account Budgetary Control Report 2013/2014
Period Ended 31 October 2013**

The Assistant Director (Finance and Human Resources) reported on the total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 October 2013.

Resolved:

- a That the report be noted;**
- b That a permanent transfer of £193,950 from the housing capital programme to the Repairs Fund be approved; and**
- c That the request for a supplementary estimate of £106,200 be approved.**

40 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2013

The Chief Executive and the Deputy Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April to September 2013

Resolved:

That the report be noted.

41 Online Services Update and Plans for Promoting and Increasing Use

The Assistant Director (Corporate Services) provided an update on the use of the Council's website and services delivered online and via the internet. Members were also provided with information on plans to promote, increase and improve the use of the internet for those services that can be most effectively provided online.

Resolved:

That the report be noted.

42 National Fraud Initiative Update

The Deputy Chief Executive updated Members on Fraud and the Council's participation in the National Fraud Initiative.

Resolved:

That the report be noted.

43 Internal Audit – Performance for Second Quarter 2013 – 2014

The Deputy Chief Executive reported on the progress of the Council's Internal Audit function against the agreed plan of work for the year.

Resolved:

That the report be noted.

44 Atherstone Town Centre CCTV Scheme Partnership Annual Report

The Assistant Director (Housing) outlined progress in respect of the Council's management and operation of the Atherstone Town Centre CCTV scheme and its impact over the last 12 months in relation to the corporate priority to tackle crime and the fear of crime.

Resolved:

That the continued and positive impact of the Atherstone Town Centre CCTV Scheme in tackling local crime be noted.

45 Payroll Service

The Assistant Director (Finance and Human Resources) informed Members of recent correspondence received from Warwickshire County Council.

Resolved:

That the report be noted.

46 Minutes of the Housing Sub-Committee held on 7 October 2013

The minutes of the Housing Sub-Committee held on 7 October 2013 were received and noted.

47 Exclusion of the Public and Press

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.

48 **Window Cleaning Service**

The Assistant Director (Housing) provided information regarding the Housing Division's window cleaning service for tenants.

Resolved:

- a That the report be noted; and**
- b That consent be given to the Housing Division to increase the service charge to tenants for the routine window cleaning service.**

49 **Access to Phoenix Yard, Atherstone**

The Assistant Director (Streetscape) provided a review on the action taken to date in relation to the access road to the Phoenix Yard development in Atherstone. An independent financial appraisal of the scheme had recently been undertaken, and Members were asked to decide a course of action.

Resolved:

- a That the proposal to allow the developer the right to undertake the necessary works on Council land (the access road) without charge as long as the scheme is wholly completed within five years of the date of this Board meeting be agreed; and**
- b That in exchange for granting this right at no cost, the Council seek from the developer the grant (at no further cost to the Council) of a right to vary the access to its land, as this would serve to safeguard the value of the site should it be used for any form of development in the future and alterations to the present access arrangements be required.**

J Moore
Chairman

Notes of the Area Forum North Meeting held at The Tythe Barn, Polesworth on Thursday, 21 November 2013

Present:

Councillor Morson in the Chair. Councillors Butcher, Humphreys, May, Moore and Winter. County Councillor Parsons.

In Attendance:

Robert Beggs and Amanda Tonks – North Warwickshire Borough Council, Jo Giblin – Warwickshire County Council, PC Jackson and SC Dave Larter – Warwickshire Police, M Osborne – North Warwickshire Crime Ambassador, B Whitmore and D Hanratty – Dordon PC, G Taylor – Baddesley and Baxterley PC, I Bates and D Cox – Grendon PC, J Ball, R Critchley, R Meredith and E Pugh – Polesworth PC, D Tattessall – Alvecote Resident

Apologies for absence were received from Councillors A Stanley, M Stanley, Y Stanley and Sweet.

1 Safer Neighbourhoods

As part of the Safer Neighbourhoods update the following three priorities were agreed:

- ASB at Abbey Green Recreation Ground, Polesworth.
- Monitoring at Derek Avenue/Long Street, Dordon.
- Nuisance motorcycles in Baddesley/Baxterley.

2 WCC Updates

Recycling Centre and reuse shop were performing well. Inputs of waste electrical and electronic equipment were particularly high following a recent promotion. Overall performance and visitor numbers were exceeding the former Grendon site. Visitors being encouraged at all recycling centres to plan their visits and pre-sort materials as this would reduce the burden to taxpayers by £1.5 million a year.

Concern was expressed about the height of the speed humps within the site and the lack of shelter provided for operatives and visitors to use during inclement weather. Jo Giblin agreed to raise these issues with WCC.

3 Police Commissioner Update

Michael Osborne, the Police and Crime Commissioner's Ambassador for Area Forum North was introduced to the meeting.

Councillor Morson reported that he was attending a meeting the following day where Ron Ball the Police and Crime Commissioner for Warwickshire would be giving details of his Police and Crime Plan, Budget and Precept.

4 Parish Issues

Councillor May informed the meeting that the HS2 Phase 2 Consultation would end on 31 January 2014.

5 Future Meeting Dates

6 February, 5 June, 4 September and 20 November 2014 – suggested venues for next two meetings Baddesley and Warton.

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

30 September 2013

Present: Councillor M Stanley in the Chair

Councillors Hayfield, Moore, Morson, Phillips, Smith and Sweet

An apology for absence was received from Councillor Simpson

Councillors Lewis, B Moss and Winter were also in attendance.

38 **Declarations of Personal or Prejudicial Interest.**

None were declared at the meeting.

39 **Minutes of the meetings of the Board held on 10 September 2013.**

The minutes of the meeting of the Board held on 10 September 2013, copies having been circulated, were approved as a correct record and signed by the Chairman.

40 **Financial Statements 2012/13**

The Deputy Chief Executive submitted the Annual Financial Statements for 2012/13 for approval. An update was circulated at the meeting highlighting some amendments to the Statements.

Resolved:

- a **That the transfer of £440,000 from the Housing Revenue Account to the General Fund be noted; and**
- b **That the 2012/13 Financial Statements shown in Appendix A to the report of the Deputy Chief Executive, as amended in the update circulated at the meeting, be approved.**

41 **External Auditors' Report**

The Deputy Chief Executive submitted the External Auditors' report to those charged with governance which was circulated at the meeting.

Alison Breadon from PricewaterhouseCoopers was in attendance at the meeting and presented her report on which Members asked a number of questions.

Recommended:

That the contents of the External Auditors' report be noted.

42 Licensing Committee – Delegation Arrangements

The Assistant Chief Executive and Solicitor to the Council reported on proposed delegation arrangements in respect of the new functions in the Scrap Metal Dealers Act 2013.

Recommended:

That the delegation arrangements detailed in the report and appendix of the Assistant Chief Executive and Solicitor to the Council be approved.

M Stanley
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

25 November 2013

Present: Councillor M Stanley in the Chair

Councillors Hayfield, Humphreys, Moore, Morson, Phillips, Simpson, Smith and Sweet

43 **Declarations of Personal or Prejudicial Interest.**

None were declared at the meeting.

44 **2012/13 Annual Audit Letter**

The Deputy Chief Executive presented the 2012/13 Annual Audit Letter received from the Council's external auditors, PricewaterhouseCoopers LLP. Alison Breadon from PricewaterhouseCoopers LLP was in attendance.

Resolved:

That the report be noted.

45 **Council Tax Support Scheme 2014/15**

The Board was asked to consider the options for the Council Tax Support Scheme in 2014/15.

Recommended:

- a **That the retention of an 8.5% reduction in Council Tax Support to all current working age customers, in the 2014/15 Council Tax Support Scheme be approved; and**
- b **That the Council Tax Support Scheme adopted for 2014/15 be uprated in line with the statutory increases as notified by the Department of Work and Pensions.**

46 **Council Tax Support Grant to Parish Councils**

The Board was asked to consider the Council's ability to continue to provide grant to parish councils.

Recommended:

- a **That the Council continues to provide grant to Parish and Town Councils in 2014/15 in the sum of £97,245; and**

- b That the Council gives notice to Parish and Town Councils of the potential reduction in grant in future years.**

47 Portas Funding – the High Street Innovation Fund

The Assistant Chief Executive and Solicitor to the Council sought approval for an approach to using the funding in Atherstone that the Council had received through the Portas scheme.

Recommended:

That the Assistant Chief Executive and Solicitor to the Council be given delegated authority to approve bids in respect of Atherstone's share of the funding in consultation with the Borough Councillors for Atherstone Central, Atherstone North and Atherstone South and Mancetter Wards.

48 Coventry and Warwickshire Joint Committee

The Chief Executive reported on a proposal to establish a Joint Committee of all the local authorities across the Coventry & Warwickshire City Deal area to provide sub-regional governance to the economic development of the area.

Recommended:

- a That the report is noted;**
- b That the Council agrees in principal to the proposed Joint Committee;**
- c That the Council's nominee to the Joint Committee be the Leader of the Council; and**
- d That the power to finalise the terms of reference and other matters for the Joint Committee be delegated to the Special Sub-Group and that this Council's concerns around the spatial planning elements of the terms of reference be referred back to partners.**

49 Corporate Peer Challenge

The Chief Executive reported on the result of the Peer Challenge exercise carried out by the Local Government Association in July 2013 and made recommendations on how the areas for action, highlighted in the Peer Challenge Team's report, could be taken forward.

Resolved:

- a That the report be noted;
- b That reports be taken to appropriate Boards, where required, to progress actions set out under 'Comments' in section 3 of the report; and
- c That the Chief Executive liaises with the Local Government Association to maximise the opportunities arising from this review, including seeking expert support around economic development and taking opportunities, both to learn from Best Practice and to develop staff and Members.

50 Federation of Small Businesses Procurement Charter

The Board was asked to adopt the Federation of Small Businesses' Procurement Charter.

Recommended:

That the Federation of Small Businesses' Procurement Charter be adopted.

51 Conservative Group

The Board was asked to give authorisation to any possible amendments to representation on Boards resulting from the impending change in the leadership of the Conservative Group.

Recommended:

That any possible amendments to representation on Boards resulting from the impending change to the Leader of the Conservative Group be tabled at the Full Council meeting to be held on 11 December 2013.

52 Calendar of Meetings 2014/15

The Board was invited to approve the timetable of meetings for 2014/15.

Recommended:

That the draft calendar of meetings for 2014/15 as submitted at Appendix A to the Chief Executive's report be approved.

53 2013/14 Capital Programme

Members were informed of the action taken by the Chief Executive, using his urgent business powers, in respect of an amendment to the approved 2013/14 capital programme, in order that suitable plant could be ordered for delivery in time for the commencement of the new carriageway sweeping service.

Recommended:

That the action taken to increase the approved capital programme by £105,875 to enable the purchase of suitable plant for the delivery of the new carriageway sweeping service be noted.

54 Implementing Individual Electoral Registration

The Chief Executive reported on the progress being made towards the implementation of Individual Electoral Registration.

Resolved:

That the report be noted.

55 Budgetary Control Report 2013/14 Period Ended 31 October 2013

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2013 to 31 October 2013. The 2013/2014 budget and the actual position for the period, compared with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

56 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets – April 2013 to September 2013

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April to September 2013.

Resolved:

That the report be noted.

57 Minutes of the meetings of the Special Sub-Group held on 21 October and 18 November 2013

The minutes of the meetings of the Special Sub-Group held on 21 October and 18 November 2013 were received and noted.

58 Exclusion of the Public and Press

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act.

59 Coventry and Warwickshire City Deal

The Chief Executive informed Members of the latest developments in the City Deal process and sought approval for the funding of certain measures contained in the City Deal proposals.

Recommended:

- a That the report be noted;**
- b That the Executive Board be asked to consider the final draft of the City Deal document;**
- c That provided the City Deal document is approved, the Council agrees the financial contribution towards the creation of the Clearing House detailed in the report of the Chief Executive on the basis of continuing finance through the LEP from top sliced New Homes Bonus;**
- d That Councillor M Stanley be authorised as Leader of the Council to sign the City Deal document, subject to the provisos set out in b and c above;**
- e That the CWLEP is informed that if New Homes Bonus is top sliced and transferred to the LEP that this Council requests that it be used to fund the Clearing House proposal and, if any additional funds are available, a local Business Investment Fund; and**
- f That if the New Homes Bonus top slicing proposal does not proceed the Council will continue to fund the Clearing House proposal from New Home Bonus.**

**M Stanley
Chairman**

**Notes of the meeting of Area Forum West
St Nicholas Church Hall, Glebefields, Curdworth,
Thursday 28 November 2013**

Present: Borough Councillor M Moss in the Chair.
Borough Councillors Holland, Lewis, Payne and Phillips. Borough and County Councillors Lea and B Moss

In attendance: J Price and R Dobbs - North Warwickshire Borough Council. N Darwen and G Stanley - Warwickshire County Council. PC Newton and PSCO McMurchie - Warwickshire Police. R Jones – Police and Crime Commissioner Ambassador. M Weatherley, A Vaughton – Curdworth Parish Council. K Woodward – Nether Whitacre Parish Council. D Billings, C Thomas, C Wood, J McNally, N Robinson, I Cummings, K Wigley, M Bettson, M Ward and B Bettson – residents. R Pearson – Coleshill and District Civic Society. W Rees – Water Orton Parish Council. K Oakley – Lea Marston Parish Council.

Apologies: P Ross and A Rimmer – Curdworth Parish Council, J Rowland – Middleton Parish Council.

1 **Safer Neighbourhoods**

The following three Safer Neighbourhood priorities were agreed,

- Speeding – Sycamore Road, Kingsbury
- Speeding – Station Road/Coton Road, Whitacre
- Speeding – Tamworth Road/Coventry Road, Kingsbury.

Other issues raised were;

- the volume, speed and vibration from heavy good vehicles on A4097 (Kingsbury Road), Curdworth.
- HGV lorries parked on both the A4097 and Farthing Lane, Curdworth. Graham Stanley, WCC Highways Engineer, explained the work presently being undertaken to address the situation.

The Police reiterated the importance of reporting incidents or anything suspicious by telephoning either 101 or 01926 415000.

2 **“Have Your Say” Questions and Issues**

A question was submitted to the meeting concerning the following;

- increase in the volume of heavy goods vehicles along Kingsbury Road, Curdworth, causing vibration, noise and speeding.;
- HGV 's parking on Kingsbury Road, Curdworth causing an obstruction to the footpath; and
- How planning conditions are monitored and enforced.

Graham Stanley, WCC Highways Engineer, responded to the issues raised relating to highway matters. The Chairman read out a response from the Planning and Development Manager to the planning enforcement matter.

ACTION: WCC to supply contact details of Environmental Services for noise and vibration monitoring.

3 Updates WCC/NWBC

Items raised were;

- a report on the part night street lighting scheme considered by WCC's Communities Overview and Scrutiny Committee was highlighted. A copy of which can be viewed on the County Council's website.
- Richard Dobbs gave an update on the implementation of the new household recycling service.

4 Future Meeting Dates

The dates of future meetings were noted.