

# **AGENDA**

**and**

## **MINUTES of BOARDS and COMMITTEES**

**to be considered  
at the meeting of the Council  
to be held at**

**THE COUNCIL HOUSE  
ATHERSTONE**

**on**

**25 FEBRUARY 2015**

**at**

**6.30pm**

**Jerry Hutchinson** LLB MBA Solicitor  
**Chief Executive**  
The Council House  
South Street  
Atherstone  
North Warwickshire CV9 1DE  
DX : 23956 Atherstone  
Switchboard : (01827) 715341  
Fax : (01827) 719225  
E Mail : davidharris@northwarks.gov.uk

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

Your ref :

Our ref : DH/JB C7

Date : 17 February 2015

**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 25 February 2015 at 6.30pm. Members are invited to join the Mayor for prayers led by Councillor John Moore, 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 Meeting of the Council held on 10 December 2014 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 **Area Forum South** - 2 December 2014 (Page 116).
  - b **Area Forum East** - 11 December 2014 (Pages 117 - 118).
  - c **Planning and Development Board** – 15 December 2014, 12 January and 9 February 2015 (Pages 119 - 127).
  - d **Community and Environment Board** – 19 January 2015 (Pages 128 - 131).
  - e **Area Forum West** - 20 January and 12 February 2015 (Pages 132 - 133).
  - f **Licensing Committee** – 26 January 2015 (Pages 134 - 136).
  - g **Resources Board** - 26 January 2015 (Pages 137 – 142).
  - h **Area Forum North** – 5 February 2015 (Page 143).
  - i **Executive Board** – 10 February 2015 (Pages 144 - 149).
  - j **Scrutiny Board** – 16 February 2015 (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, SOUTH STREET, ATHERSTONE ON  
WEDNESDAY 10 DECEMBER 2014**

Present: Councillor Sweet in the Chair.

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

Apologies for absence were received from Councillors M Stanley and Wykes.

Members and Officers observed a minutes silence in memory of the late Sir William Dugdale, a Freeman of the Borough, who had died last month. Councillor Tilly May thanked everyone for the cards and kind remarks she had received.

Before the commencement of business the Reverend Mike Harris, Vicar of St Editha's Church, Amington, led the Council in Prayer.

**27 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**28 Minutes**

The minutes of the meetings of the Council held on 1 October and 9 October 2014 were approved as a correct record and signed by the Mayor.

**29 Mayor's Announcements**

The Mayor made the following announcements

- that he had recently opened the new Coleshill Leisure Centre and he congratulated all those involved in the success of the project; and
- that the Leader of the Council, Councillor Mick Stanley, was making a steady recovery from his recent accident and that Councillor Stanley thanked everyone for the cards and kind words.

**30 Questions Pursuant to Standing Order No. 7**

There were no questions received pursuant to Standing Order No 7.

**31 Minutes of Boards/Committees**

**a) Area Forum (West) – 2 October and 27 November 2014**

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

**Resolved:**

**That the notes of the meetings of Area Forum (West) held on 2 October and 27 November 2014 be approved and adopted.**

**b) Licensing Committee – 6 October 2014**

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

**Resolved:**

**That the minutes of the meeting of the Licensing Committee held on 6 October 2014, together with the recommendation contained therein, be approved and adopted.**

**c) Planning and Development Board – 13 October and 10 November 2014**

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

**Resolved:**

**That the minutes of the meetings of the Planning and Development Board held on 13 October and 10 November 2014 be approved and adopted.**

**d) Community and Environment Board – 20 October 2014**

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

**Resolved:**

**That the minutes of the meeting of the Community and Environment Board held on 20 October 2014, together with the recommendation contained therein, be approved and adopted.**

**e) Resources Board – 17 November 2014**

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

**Resolved:**

**That the minutes of the meeting of Resources Board held on 17 November 2014, together with the recommendations contained therein, be approved and adopted.**

**f) Area Forum (North) – 20 November 2014**

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

**Resolved:**

**That the notes of the meeting of Area Forum (North) held on 20 November 2014 be approved and adopted.**

**g) Executive Board – 24 November 2014**

**i Representation on Boards and Committees**

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

**Resolved:**

**a That Councillors Fox, Winter, Hayfield and Wykes be appointed to the Community and Environment Board; and**

**b That Councillors Fox, Butcher, Lea and Humphreys be appointed to the Safer Communities Sub-Committee.**

It was then proposed by Councillor Phillips, seconded by Councillor Winter and

**Resolved:**

**That the minutes of the meeting of Executive Board held on 24 November 2014, together with the recommendations contained therein as amended at i above, be approved and adopted.**

**h) Scrutiny Board – 1 December 2014**

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

**Resolved:**

**That the minutes of the meeting of the Scrutiny Board held on 1 December 2014, be approved and adopted.**

32 **Notice of Motion under Standing Order No. 10**

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

33 **The Common Seal**

It was proposed by Councillor Sweet, 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**

## AREA FORUM SOUTH – NOTES

**Tuesday 2<sup>nd</sup> December @ Arley & St Michaels Community Centre, Arley**

**Present:** Councillors Hayfield (Chair), Sherratt, Ferro, Fox

**In Attendance:** PC Ellen Beaty (Warwickshire Police); Nick Darwen (Warwickshire County Council); 5 others

**Apologies:** Cllrs Smith, Watkins, Turley, Barber, Fowler

### 1. Safer Neighbourhoods

The following priorities were agreed:

- Anti-social behaviour at Earnledge Way, Gun Hill, Arley
- Speeding around Ansley/Birmingham Road

Full presentation available at: <http://www.warwickshire.gov.uk/northwarks-southforum>

### 2. Local Issues

- Speeding at Church Road, Maxstoke
- Fly-tipping at Stonehouse Lane, Temple Way, Roman Way
- Coleshill – Grafitti
- Anti-Social Behaviour at Old Miners Welfare site, Arley
- Tunnel Road out of Nuneaton – excess of water on the road
- Pot-holes – James St and Charles St, Arley
- Tamworth Rd to Station Rd towards Arley – pavement obstructed by leaves
- Local Area Plan for Solihull – impact on Area Forum South area

### Next Meeting

26<sup>th</sup> February 2015, 7pm at Coleshill Primary School (drop-in from 6.30pm)



## **NOTES of AREA FORUM EAST**

**11<sup>th</sup> December 2014**

Area Forum East met at 6.30pm in NWBC Council Chamber

**Present:** County Councillor C Clark – Chair  
County Councillor N Dirveiks,  
Borough Councillors M Davis, D Pickard, L Dirveiks, K Johnston

**In Attendance:** A Rigby – WCC; R Beggs - NWBC  
PCSOs L Udall, S Fretter, C Murray – Warks Police  
R Jones – Office of Police & Crime Commissioner  
M Shaw – Atherstone TC; T Hopkins – Mancetter PC  
R Cockayne, N Ritchie, J Marshall, N Dyson, B Macrow, P Macrow, D  
Atkin, D McMurdo, J McMurdo

### **1. Apologies for Absence.**

PC Baxter, T Wykes, T De Kretser, R Jarvis, M Singh Gill,

### **2. Notes and Matters Arising of the meeting held on 11<sup>th</sup> September 2014**

Minutes were agreed. Matters Arising:

T Hopkins updated on A5 cross-border Parish Council discussions to put pressure on Highway Agency to improve road safety around the Mancetter traffic island.

Market Street, Atherstone request made for engineer to relook at engineering solutions to improve road safety. Report that 3 street lights on Market Street are not working.

T Hopkins satisfied with the response received from NWBC on organisation of Badgers Road Race 2014.

### **3. Police Update**

PCSO Udall presented the Safer Neighbourhoods Team update. The following comments were made:

- New PCSO Sarah Fretter for Mancetter & Hartshill
- Police making enquiries following damage to shop windows in Atherstone town centre
- A mobile camera could be used to monitor people hanging around Friars Walk. Permission from church is needed to mount camera.
- Parking congestion Grange Road, Hartshill around Malt Shovel public house on Sunday's
- Speeding Nuneaton Road, Mancetter by Anchor public house and Brockwell timber merchant
- Parking outside Michael Drayton School at drop off / pick up times
- Ray Cockayne, resident to find volunteers for Community Speed Watch

R Beggs updated on the Community Safety Partnership's work.

- The group of youths causing problems in Atherstone town centre has been supported to join local youth projects including B.E.A.T.S (11-25 year old Youth Music project)
- Warwickshire Rural Watch scheme – tackling rural crime across the borough.  
[www.warwickshireruralwatch.co.uk](http://www.warwickshireruralwatch.co.uk)

Three priorities were chosen:

**Priority:** Anti-social behaviour by youths in Atherstone Town Centre hotspots

**Priority:** Speeding along Harpers Lane & Mancetter Road, Mancetter

**Priority:** Speeding through Ridge Lane

**4. Introduction to Canal & River Trust and Hartshill Yard**

Item deferred to next meeting as officer taken ill.

**5. Tell us your issues**

Atherstone Rail Users Group met with Department for Transport. In May 2015 the London Midland franchise ends with a two year rolling programme to May 2017. Request for local authorities to publically support retention of current train service and timetable.

**6. Any other business**

Update on progress of Hartshill bus layby at next meeting.  
WCC Councillor Grant Fund still open to applications.

**7. Suggestions for items / themes for next meeting**

Introduction to Canal & River Trust and Hartshill Yard  
Warwickshire Rural Watch Scheme

**8. Date of next meeting:**

Thursday 26<sup>th</sup> February 2015 at Hartshill Community Centre

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

15 December 2014

Present: Councillor Butcher in the Chair.

Councillors Barber, L Dirveiks, Humphreys, Lea, May, Moore, Phillips, Sherratt, A Stanley, Sweet, Turley and Winter

Apologies for absence were received from Councillors B Moss (substitute Councillor Moore) and Watkins

Councillor Fowler was also in attendance.

#### 37 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

#### 38 **Minutes**

The minutes of the meetings of the Board held on 13 October and 10 November 2014, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 39 **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 the receipt of amended plans in respect of Application No 2014/0339 (Daw Mill Colliery, Daw Mill Lane, Arley, CV7 8HS) be noted and the Board undertakes a site visit prior to determination of the Application;**

**[Speakers Ross Jones and Phillip Mason]**

- b **That the receipt of amended plans in respect of Application No 2013/0391 (Heart of England, Meriden Road, Fillongley, CV7 8DX) be noted;**
- c **That provided the applicant first enters in to a Section 106 Agreement addressing affordable housing and open space requirements, Application No 2014/0257 (Land Rear of 1 to 6, Copeland Close, Warton) be approved subject to the amendment of condition c) to read "Conditions relating to**

**Archaeological Matters” and to the inclusion of “Conditions relating to Ground Conditions” as detailed in the Environmental Health consultation response set out in the report of the Head of Development Control; and**

- d That Application No 2014/0523 (9, High Street, Hurley, CV9 2NQ) be approved subject to the conditions set out in the report of the Head of Development Control.**

**40 Neighbourhood Designation Area for Hartshill Neighbourhood Plan**

The Assistant Chief Executive and Solicitor to the Council reported on the progress of the formal consultation on the Hartshill Neighbourhood Plan Designation area.

**Resolved:**

- a That the responses to the proposed Hartshill Neighbourhood Plan Designation be noted; and**
- b The Neighbourhood Designation Area for Hartshill Neighbourhood Plan be agreed and approved.**

**41 Tamworth Local Plan Pre-submission Consultation**

The Assistant Chief Executive and Solicitor to the Council reported on a proposed response to the consultation on the Tamworth Local Plan – Pre-submission Consultation.

**Resolved:**

**That support be given to the Tamworth Local Plan subject to:**

- 1. Concerns over the flexibility applied to the housing numbers and employment land requirement and the need for additional clarification/justification to satisfy the Borough that the evidence is robust; and**
- 2. Concerns over the rigour of the evidence base in relation to the Green Belt Review and the potential for Green Belt release to help address Tamworth’s needs within its current boundaries before needing to seek land outside the boundary in adjoining authorities.**

**42 Planning Policy Guidance Update**

The Assistant Chief Executive and Solicitor to the Council reported on Planning Policy Guidance concerning affordable housing contributions.

**Resolved:**

- a That the Council apply the Planning Policy Guidance Update and elect to use the lower threshold for affordable housing contribution's where applicable;**
- b That no change is made to Policy NW6 but reference is made to the updated guidance and what the implications are for this Council; and**
- c That a consultation is carried out with those who commented on the Affordable Housing Policy from the Core Strategy.**

**43 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 in Schedule 12A to the Act.**

**44 Tree Preservation Order – Nether Whitacre**

The Head of Development Control reported on a proposed Tree Preservation Order in Dingle Lane, Nether Whitacre and the Board was asked to agree a suggested course of action.

**Resolved:**

**That a Tree Preservation Order be made with immediate effect, in respect of the willow tree located at College Farm, Dingle Lane, Nether Whitacre, for the reasons given in the report of the Head of Development Control, and that any representations received be referred to the Board for it to consider whether to make the Order permanent.**

**45 Tree Preservation Order – Austrey**

The Head of Development Control reported on a proposed Tree Preservation Order in Newton Lane, Austrey and the Board was asked to agree a suggested course of action.

**Resolved:**

**That a Tree Preservation Order be made with immediate effect, in respect of the ash tree located at Land Adjacent Manor Croft,**

**Newton Lane, Austrey, for the reasons given in the report of Head of Development Control, and that any representations received be referred to the Board for it to consider whether to make the Order permanent.**

D Butcher  
Chairman

**Planning and Development Board  
15 December 2014  
Additional Background Papers**

	Application Number	Author	Nature	Date
5/2	PAP/214/0257	WCC Flooding	Consultation	3/12/14
		Mrs Day	Representation	27/11/14
		Mr & Mrs Griffiths	Representation	25/11/14
		Mr & Mrs Jones	Representation	26/11/14

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

12 January 2015

Present: Councillor Butcher in the Chair.

Councillors Barber, L Dirveiks, Humphreys, Lea, Lewis, May, Phillips, Sherratt, Simpson, A Stanley, Sweet, Turley, Watkins and Winter

An apology for absence was received from Councillor B Moss (substitute Councillor Lewis).

Councillor Smith was also in attendance.

#### 46 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

#### 47 **Corporate Plan 2015-16**

The Chief Executive presented the updated Corporate Plan for 2015/16. The Board's approval was sought to those parts of the Corporate Plan for which the Board was responsible. Members were also asked to agree the 2015/16 Service Plans for the Development Control and Forward Planning Sections.

##### **Recommended to the Executive Board:**

- a **That those Corporate Plan Key Actions as set out in Appendix A to the report for which the Planning and Development Board is responsible be agreed;**

##### **Resolved:**

- b **That measures of success be incorporated in Actions 7 and 8 of the Summary Action Plan for the Forward Planning and Economic Strategy Team; and**
- c **That, subject to the amendments at b above, the Service Plans as set out in Appendix B to the report be agreed.**

#### 48 **General Fund Fees and Charges 2015/2016**

The Board was asked to consider the fees and charges for 2014/15 and the proposed fees and charges for 2015/16.



**Resolved:**

**That the schedule of fees and charges for 2015/16 as set out in the report, be accepted.**

**49 General Fund Revenue Estimates 2015/16**

The Deputy Chief Executive detailed the revised budget for 2014/15 and an estimate of expenditure for 2015/16, together with forward commitments for 2016/17, 2017/18 and 2018/19.

**Resolved:**

- a That the revised budgets for 2014/15 be accepted;**
- b That in respect of Appendix C – Risk Analysis the likelihood of the need for public inquiries into planning development be amended from low to medium; and**
- c That, subject to the amendment at b above, the Estimates of Expenditure for 2015/16, as submitted in the report of the Deputy Chief Executive be accepted, and included in the budget to be brought before the meeting of the Executive Board on 10 February 2015.**

D Butcher  
Chairman

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
PLANNING AND DEVELOPMENT BOARD**

**9 February 2015**

Present: Councillor Butcher in the Chair.

Councillors Barber, L Dirveiks, Humphreys, Lea, May, B Moss, Phillips, Sherratt, A Stanley, Sweet, Turley, Watkins and Winter

Councillor Smith was also in attendance.

**50 Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Phillips declared an interest in Minute No 54 –Breaches of Planning Control and took no part in the discussion or voting thereon.

**51 Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board.

**Resolved:**

**That the receipt of Application No 2014/0648 (Land South East of M42 Junction 10, Trinity Road, Dordon) be noted and the Board undertakes a site visit prior to determination of the Application.**

**[Speaker: Robert Barnes]**

**52 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2014**

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 to December 2014.

**Resolved:**

**That the report be noted.**

**53 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.**

54 **Breaches of Planning Control**

The Head of Development Control reported on an alleged breach of planning control and the Board was asked to agree a suggested course of action.

**Resolved:**

**That in respect of Goodchilds Estate Agents (former Earl of Richmond), Long Street, Atherstone**

- a the Solicitor to the Council be authorised to issue a Listed Building Enforcement Notice relating to an advert boarding/boxing feature above the shop windows and the repainting of the shop front; and**
- b the owner/occupier being required to repaint the lime green elements of the shop front in a heritage green, remove the unlawful advertising boarding/boxing feature above the shop window, and reinstate the original shop front appearance.**

D Butcher  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

19 January 2015

Present: Councillor Phillips in the Chair.

Councillor Fowler, Freer, Morson, M Moss, Pickard, Smith, Winter and Wykes.

Apologies for absence were received from Councillors Barber, Hayfield, Lewis, (Substitute Morson) and B Moss.

#### 23 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Fowler declared a Non-Pecuniary interest in Minute 29 – Development of New Indoor Leisure Facilities in Coleshill by reason of being a Governor at The Coleshill School.

#### 24 **Minutes of the Meetings of the Board held on 20 October 2014**

The minutes of the meeting held on 20 October 2014, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 25 **Corporate Plan 2015-16**

The Board's approval was sought for the Corporate Plan Key Actions for which it was responsible and also for the 2015-16 Service Plans of the Leisure and Community Development, Streetscape and Environmental Divisions.

#### **Recommendation to Executive Board**

- a **That those Corporate Plan Key Actions set out in Appendix A to the report of the Chief Executive for which the Community and Environment Board is responsible be agreed; and**

#### **Resolved:**

- b **That the Service Plans as set out in Appendix B to the report of the Chief Executive be agreed.**

**26 General Funds Fees and Charges 2015/16**

The Board was asked to consider the proposed fees and charges for 2015/16.

**Resolved:**

**That the schedule of fees and charges for 2015/16 as set out in the report be accepted.**

**27 General Fund Revenue Estimates 2015/16**

The Deputy Chief Executive presented the revised budget for 2014/15 and an estimate of expenditure for 2015/16, together with forward commitments for 2016/17, 2017/18 and 2018/19.

**Resolved:**

**a That the revised budget for 2014/15 be accepted; and**

**Recommendation to Executive Board**

**b That the growth bid as set out in paragraph 6.1 of the report of the Deputy Chief Executive, be approved; and**

**c That, subject to the inclusion of the growth bid at (b) above, the Estimates of Expenditure for 2015/16, as submitted in the report of the Deputy Chief Executive be included in the budget to be brought before the meeting on 10 February 2015.**

**28 Capital Programme 2015/16 to 2017/18**

The Assistant Director (Finance and Human Resources) detailed proposals for schemes to be included within the Council's capital programme over the next three years.

**Resolved:**

**a That the schemes previously approved within the Council's three year capital programme be supported;**

**b That the inclusion of the proposed new schemes within the Council's provisional three year programme, be supported; and**

**c That the schemes which will not be included within the capital programme, be noted.**

**29 Development of New Indoor Leisure Facilities in Coleshill**

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

**Resolved:**

**That the report be noted.**

**30 Grounds Maintenance Service Review – Proposed New Service Delivery Arrangements**

The Board was informed of the principles of a proposed re-organisation of delivery arrangements for the Authority's grounds maintenance services and for a rationalisation of the associated budgets.

**Resolved:**

**That the proposed new grounds maintenance service arrangements and associated proposed rationalisation of budgets be approved.**

**31 Recycling – Necessity and Practicability Assessment (TEEP) Final Report**

The Assistant Director (Streetscape) reported on the findings of the recent Practicability and Necessity Assessment of North Warwickshire Borough Council's recycling services and their compliance with the separate collection requirements of the Waste Framework Directive 2008.

**Resolved:**

- a That the findings set out in Appendix A of the report of the Assistant Director (Streetscape), be endorsed; and**
- b That a further report be brought back to the Board in twelve months' time which reviews the MRF arrangements for sorting glass to ensure continued compliance.**

**32 Prosecutions taken by the Environmental Health Division**

The Board were provided with details of those prosecutions taken by the Environmental Health Division during the calendar year 2014.

**Resolved:**

**That the report be noted.**

**33 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2014.**

Members were informed of progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April to September 2014.

**Resolved:**

**That the report be noted.**

H Phillips  
Chairman

**Notes of the meeting of Area Forum West  
Welcome Hall, Kingsbury Methodist Church, Barlow Court, Kingsbury  
Tuesday 20 January 2015**

**Present:** County Councillor Lea in the Chair. Borough Councillor M Moss and Borough and County Councillor B Moss.

**In attendance:** J Price and S Maxey - North Warwickshire Borough Council. P Hooper - Warwickshire County Council. A Vaughton – Curdworth Parish Council., W Rees – Water Orton Parish Council. D Reilly – Lea Marston Parish Council. J McNally, D and J Stratford, D Hampson, J Cerone, K Casson, S Meanley and A Trout - Residents. C Algar – Hurley NHW. S Humphries – Kingsbury Parish Council. N Kirkwood and T Stafford – HS2 Limited.

**Apologies:** Councillors Lewis, Phillips and Simpson. Middleton Parish Council. S Turner – resident. J and I Thomas – Piccadilly Community Association.

**1 HS2 Phase Two Update**

Natalie Kirkwood (Community and Stakeholder Advisor) and Terry Stafford (Community and Stakeholder Manager) gave an update on HS2 Phase 2 and how the project was progressing. A decision on the confirmed route for Phase 2 would not be known until after the General Election in May 2015 and following the necessary legal processes. A question and answer session then took place.

**2 Date of Next Meeting**

Thursday 12 February 2015 at Water Orton Primary School, Attleboro Lane, Water Orton.



**Notes of the meeting of Area Forum West  
Water Orton Primary School, Water Orton  
Thursday 12 February 2014**

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

**In attendance:** J Price and R Beggs - North Warwickshire Borough Council. N Darwen and P Hooper- Warwickshire County Council. PCSO's Beale and Owen PC Newton and Hood and Sgt Oakley - Warwickshire Police. R Ball and D Reilly – Police and Crime Commission. A Vaughton – Curdworth Parish Council. W Rees and C Chown – Water Orton Parish Council. S and S Kelley, E Manton, A Dorcan, A Poole, S Turner and D McKenzie – residents. C Ayassamy – Kingsbury Parish Council. K Oakley – Lea Marston Parish Council.

**Apologies:** Councillors Lewis, Phillips and Simpson. M Weatherley, P Ross and A Rimmer – Curdworth Parish Council. J Rowland – Middleton Parish Council. C Algar – NWHW. B Woollaston – Nether Whitacre Parish Council.

**1 Police and Crime Commissioner for Warwickshire**

Ron Ball, Police and Crime Commissioner for Warwickshire gave a presentation on his background, role and responsibilities as the Police and Crime Commissioner for Warwickshire and introduced David Reilly as the new Community Safety Ambassador for Area Forum West.

**2 Safer Neighbourhoods**

The following three Safer Neighbourhood priorities were agreed.

- Nuisance parking Vicarage Lane/Plank Lane, Water Orton in particular at school dropping off and home times.
- Nuisance off road motorcycles at Wood End woods and MOD land.
- Speeding Birmingham Road, Water Orton.

Although not taken on as a priority this time it was agreed that nuisance parking around Curdworth Primary School should be put forward for consideration at the next meeting.

**3 Date of the Next Meeting**

Thursday 11 June 2015 at Wood End Village Hall.

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE LICENSING COMMITTEE

26 January 2015

Present: Councillor Ferro in the Chair

Councillors Butcher, Freer, Humphreys, Lewis, B Moss, M Moss, Payne, Sherratt, Smith and Wykes

Apologies for absence were received from Councillors Davis (Substitute Councillor Humphreys), A Stanley (Substitute Councillor B Moss) and Y Stanley.

#### 7 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

#### 8 **Minutes**

The minutes of the meeting of the Committee held on 6 October 2014, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 9 **Public Participation**

Kevin Rowland, representing Star Cars and Coaches, spoke in support of the proposal under Minute No 10 to introduce a condition that applicants for a Hackney Carriage or Private Hire Drivers Licence hold a suitable qualification.

#### 10 **Local Government (Miscellaneous Provisions) Act 1976 – Hackney Carriage and Private Hire Drivers' Qualifications**

The Assistant Chief Executive and Solicitor to the Council asked the Committee to consider making it a condition of applicants holding a Hackney Carriage or Private Hire Drivers Licence and that the applicant should hold a suitable qualification.

Consideration was given to objections received from Phil Wagstaff of Triple A Taxis, Atherstone, Angela Reading of Coleshill Cars Ltd and support from Kevin Rowland representing Star Cars and Coaches.

#### **Recommended:**

**That the Council adopt as policy that all new applicants for Hackney Carriage or Private Hire Drivers Licences must have passed, as a minimum, the DVSA standard taxi driving test or a higher qualification to at least QCF Level 2.**

**11 Service Plan for the Licensing Section**

The Assistant Chief Executive and Solicitor to the Council sought the Committee's approval of the 2015/16 Service Plan for the Licensing Section.

**Resolved:**

**That the Service Plan as set out in the Appendix to the report of the Assistant Chief Executive and Solicitor to the Council, be agreed.**

**12 General Fund Fees and Charges 2015/2016**

The Committee was asked to consider the fees and charges for 2014/15 and the proposed fees and charges for 2015/16.

**Resolved:**

**That the schedule of fees and charges for 2015/16, as set out in the report be accepted.**

**13 General Fund Revenue Estimates 2015/16**

The revised budget for 2014/15 and an estimate of expenditure for 2015/16, together with forward commitments for 2016/17, 2017/18 and 2018/19 were presented to the Committee.

**Resolved:**

**a The revised budget for 2014/15, be accepted; and**

**Recommendation to Executive Board:**

**b That the Estimates of Expenditure for 2015/16, as submitted in the report of the Deputy Chief Executive be included in the budget to be brought before the meeting of the Board on 10 February 2015.**

**14 Licensing Act 2003 – Review of the Licensing Policy**

The Committee was asked to consider consulting on a policy in respect of exercising the Council's functions as licensing authority under the Licensing Act 2003.

**Recommended:**

**That the draft Licensing Policy in respect of the Licensing Act 2003 (Appendix A) be put out to consultation and a further**

**report be put before the Committee following the consultation and that a finalised draft policy be put before Full Council with a recommendation for adoption as Council policy.**

Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE RESOURCES BOARD

26 January 2015

Present: Councillor Moore in the Chair

Councillors Butcher, N Dirveiks, Forwood, Humphreys, Johnston, Smith and Winter

An apology for absence was received from Councillor Davis.

Councillors B Moss and M Moss were also in attendance.

#### 54 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

#### 55 **Minutes of the Resources Board held on 17 November 2014**

The minutes of the meeting of the Board held on 17 November 2014, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

#### 56 **Parking Places Order**

The Assistant Director (Streetscape) asked Members to consider the written objections received in relation to the revised Parking Places Order and associated Schedule(s) and to decide whether any amendments to the Order and Schedule were required as a result.

##### **Recommended:**

**That the revised Parking Places Order be approved, subject to the following amendment:**

- **Bus Station, Atherstone – A designated loading area should be created with a maximum waiting time of 30 minutes which ensures that a safe pedestrian walkway is maintained at all times.**

#### 57 **Information Security Policy**

The Assistant Director (Corporate Services) sought approval for the Council's Information Security Policy. The Policy was needed to help protect the Council's information and ensure it was used legally and effectively.

**Recommendation to the Executive Board:**

**That, the updated Information Security Policy, attached as Appendix A to the report of the Assistant Director (Corporate Services), be approved.**

**58 Corporate Plan 2015 – 16**

The Chief Executive sought approval for the Corporate Plan Key Actions for which it was responsible and the Board was asked to agree the 2015-16 Service Plans for the Housing, Finance and Human Resources, Community Services and Corporate Service Divisions and the Internal Audit Service.

**Recommendation to the Executive Board:**

- a That those Corporate Plan Key Actions, as set out in Appendix A to the report of the Chief Executive, for which the Resources Board is responsible be agreed; and**

**Resolved:**

- b That those elements of the Service Plans that are the responsibility of the Resources Board, as set out in Appendix B to the report, be agreed.**

**59 General Fund Fees and Charges 2015/16**

The Assistant Chief Executive and Solicitor to the Council, Assistant Director (Streetscape), Assistant Chief Executive (Community Services), Assistant Director (Housing), and Assistant Director (Finance and Human Resources) reported on the fees and charges for 2014/15 and the proposed fees and charges for 2015/2016.

**Resolved:**

**That, subject to the corrected CCTV charge, the schedule of fees and charges for 2015/2016, set out in the report of the Assistant Chief Executive and Solicitor to the Council, Assistant Director (Streetscape), Assistant Chief Executive (Community Services), Assistant Director (Housing) and Assistant Director (Finance and Human Resources), be agreed.**

**60 General Fund Revenue Estimates 2015/16 – Services Recharged Across All Boards**

The Deputy Chief Executive reported on the revised budget for 2014/15 and an estimate of expenditure for 2015/16, together with forward commitments for 2016/17, 2017/18 and 2018/19.

**Resolved:**

- a That the revised budget for 2014/15 be accepted; and

**Recommendation to the Executive Board:**

- b That, with the addition of the growth item relating to the Council House, the Estimates of Expenditure for 2015/16, as submitted in the report of the Deputy Chief Executive, be included in the budget to be brought before the meeting of the Executive Board on 10 February 2015.

61 **General Fund Revenue Estimates 2015/16 – Services Remaining within the Board**

The Deputy Chief Executive reported on the revised budget for 2014/15 and gave an estimate of expenditure for 2015/2016, together with forward commitments for 2016/17, 2017/18 and 2018/19.

**Resolved:**

- a That the revised budget for 2014/15 be accepted; and

**Recommendation to Executive Board:**

- b That the Estimates of Expenditure for 2015/16, as submitted in the report of the Deputy Chief Executive, be included in the budget to be brought before the meeting of the Executive Board on 10 February 2015.

62 **General Fund Revenue Estimates 2014/2015 – Summary**

**Summary**

The Deputy Chief Executive reported on the revised budget for 2014/15 and gave an estimate of expenditure for 2015/16, together with forward commitments for 2016/17, 2017/18 and 2018/19.

**Recommendation to Executive Board:**

**That the following items be recommended to the Executive Board for consideration in setting the Council Tax of the Borough Council:**

- a The revised budget for 2014/15; and

- b The schedule of expenditure requirements totalling £8,795,330 for 2015/2016, and the growth item set out in paragraph 7.2 of the report of the Deputy Chief Executive.**

**63 Housing Revenue Account Estimates 2015/16 and Rent Review**

The Deputy Chief Executive reported on the revised budget for 2014/15 and gave an estimate of expenditure for 2015/16, together with forward commitments for 2016/17, 2017/18 and 2018/19.

**Resolved:**

- a That the revised estimates for 2015/16 be accepted;**
- b That rent increases, calculated on the basis of CPI plus 1%, be adopted;**
- c That the proposed fees and charges for 2015/16 as set out in Appendix D to the report of the Deputy Chief Executive, be approved;**
- d That the service charges for the cleaning of communal areas, as detailed in Appendix E to the report of the Deputy Chief Executive, be approved from April 2015;**
- e That the service charges for window cleaning, as detailed in Appendix F to the report of the Deputy Chief Executive, be approved from April 2015;**
- f That the Estimates of Expenditure for 2015/16, as submitted, be approved; and**
- g That the impact of the new rent policy for the 30 Year Business Plan be reported to the Housing Sub-Committee for consideration before a future meeting of the Resources Board.**

**64 Capital Programme Bids 2015/16 to 2017/18**

The Assistant Director (Finance and Human Resources) identified proposals for schemes to be included within the Council's capital programme over the next three years.

**Recommendation to the Executive Board:**

- a That the schemes shown in Appendix A to the report of the Assistant Director (Finance and Human**



Resources), previously approved within the Council's three-year capital programme, including any 2017/18 additions relating to previously approved schemes be approved;

- b That the schemes shown in Appendix B to the report of the Assistant Director (Finance and Human Resources) which will not be included within the capital programme be noted; and
- c That the proposed vehicle replacement schedule, shown in Appendix C to the report of the Assistant Director (Finance and Human Resources) be approved.

**65 Internal Audit – Performance for Third Quarter 2014-15**

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

**Resolved:**

**That the report be noted.**

**66 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2014**

The Chief Executive and 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 December 2014.

**Resolved:**

**That the report be noted.**

**67 Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2015/16**

The Deputy Chief Executive outlined the Treasury Management Strategy, Minimum Revenue Provision Policy Statement and Investment Strategy for 2015/16.

**Resolved:**

**That the proposed strategies for 2015/16 be approved.**

**68 Minutes of the Housing Sub-Committee held on 5 January 2015**

The minutes of the Housing Sub-Committee were approved.

69 **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.**

70 **Land at Hartshill**

The Assistant Director (Streetscape) advised Members on a request for the transfer of a small parcel of land.

**Recommendation to the Council:**

- a **That the parcel of land at Willow Close, Hartshill as shown in the report of the Assistant Director (Streetscape) be marked surplus to requirements of the Council and its transfer be agreed without charge as detailed in paragraph 3.3 of the report; and**
- b **That any reasonable legal costs incurred by the land owner relating to the transfer be met by the Council.**

71 **Request for Licence for Access over land at Kingsbury**

The Assistant Director (Housing) informed Members of a request from a resident in Kingsbury to have a retrospective licence to use Council's land.

**Resolved:**

**That the retrospective application for a licence be refused.**

J Moore  
Chairman

**Notes of the Area Forum North Meeting held at Birchwood Primary School,  
Birchwood Avenue, Dordon  
on Thursday, 5 February 2015**

**Present:**

Councillor Butcher in the Chair. Councillors Humphreys, May, Moore, A Stanley, Y Stanley, Sweet and Winter

**In Attendance:**

Amanda Tonks – North Warwickshire Borough Council, Jo Giblin – Warwickshire County Council, Sgt Mitch Oakley, PC Leon Carter, PCSO Mick Harle and PCSO Simeon Hodson, Michael Osborne – North Warwickshire North Crime Ambassador, Sarah Murray – NWCAVA, Jim Pearson – Baxterley Parish Council, Bill Whitmore – Dordon Parish Council, David Waithman – Newton Regis, Seckington and No Mans Heath Parish Council Robert Critchley – Polesworth Parish Council, S Orton – Austrey Resident, Steve Exley – Polesworth Resident.

Apologies for absence were received from Councillors Morson and M Stanley, County Councillor Parsons and Dave Hanratty – Dordon Parish Council

**1 Safer Neighbourhoods**

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

- Anti-Social Behaviour at Play Areas in Kitwood Avenue and Long Street, Dordon.
- Anti-Social Behaviour at Abbey Green Recreation Ground and Tithe Barn, Polesworth.
- Nuisance Motorcycles in Baddesley/Baxterley.

**2 Youth Club Provision for Polesworth**

Jo Giblin (WCC) and Sarah Murray (NWCAVA) gave a presentation on proposals to provide Youth Club provision for Polesworth which had recently seen an increase in anti-social behaviour.

**3 Future Meeting Dates**

4 June 2015 - venue to be confirmed.

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
EXECUTIVE BOARD**

**10 February 2015**

Present: Councillor M Stanley in the Chair

Councillors Hayfield, Humphreys, Moore, Phillips, Smith, Sweet and Winter

Apologies for absence were received from Councillors Morson (substitute Councillor Winter) and Simpson.

Councillor Butcher was also in attendance.

**55 Disclosable Pecuniary and Non-Pecuniary Interests.**

None were declared at the meeting.

**56 Minutes of the meetings of the Board held on 24 November 2014**

The minutes of the meeting of the Board held on 24 November 2014, copies having been circulated, were approved as a correct record and signed by the Chairman.

**57 External Audit Plan 2014/15**

The Deputy Chief Executive reported on the External Auditors' plan for their work related to the 2014/15 financial year and the Certification report for 2013/14 grants. Matthew Elmer from PricewaterhouseCoopers was in attendance.

**Recommended:**

- a That the contents of the External Auditors' report and the Certification report for grants for 2013/14 be noted; and**
- b That the de minimis reporting level threshold be raised to £50,000.**

**58 Corporate Plan 2015/16**

The Chief Executive presented the Corporate Plan for 2015/16. Members were also asked to agree the 2015/16 Forward Work Plan for the Assistant Chief Executive and Solicitor to the Council.

**Recommended:**

- a That, subject to any amendments recommended by the Safer Communities Sub-Committee at its meeting on Monday 16 February 2015, the Corporate Plan Key Actions, as set out in Appendix A to the report of the Chief Executive, be agreed;**
- b That the Chief Executive be given delegated authority to finalise the format of the Plan; and**
- c That the Service Plan for the Assistant Chief Executive & Solicitor to the Council, as set out in Appendix B to the report, be agreed.**

**59 The Capital Strategy**

The Assistant Director (Finance and Human Resources) presented an update on the Capital Strategy and the Board was asked to agree the suggested course of action.

**Recommended:**

**That the Capital Strategy, attached as Appendix A to the report of the Assistant Director (Finance and Human Resources), be approved.**

**60 The Proposed 3 Year Capital Programme 2015/16 – 2017/18**

Management Team put forward proposals for the Three Year Capital Programme and outlined the availability of capital resources.

**Recommended:**

- a That the Revised Capital Programme for 2014/15 as set out in Appendix A, be adopted;**
- b That the 3 Year Capital Programme for the period 2015/16 to 2017/18 as set out in Appendix B, be adopted; and**
- c That the prudential indicators set out in Appendix F, be approved.**

61 **General Fund Fees and Charges 2015 – 2016**

The Assistant Chief Executive and Solicitor to the Council reported on proposed fees and charges for 2015/16 and the Board was asked to agree a suggested course of action.

**Recommended**

**That the schedule of fees and charges for 2015/16, set out in the report of the Assistant Chief Executive and Solicitor to the Council, be accepted.**

62 **Broadband Match Funding – Further Information**

The Board was asked to consider what, if any, the Council would provide as additional match funding for investment in improving the Broadband infrastructure in the Borough as part of CSW Broadband project. Comments received from Councillor May were read out at the meeting.

**Recommended:**

**That before any further consideration on the level, if any, of match funding, information be requested on future plans and investment for the North Warwickshire area.**

63 **General Fund Revenue Estimates 2015 – 2016**

The Deputy Chief Executive reported on the revised budget for 2014/15 and an estimate of expenditure for 2015/16, together with forward commitments for 2016/17, 2017/18 and 2018/19.

**Recommended:**

- a **That the revised budget for 2014/15 be accepted; and**
- b **That the Estimates of Expenditure for 2015/16, as submitted, be included in the budget to be brought before the meeting for consideration under Minute No. 64.**

64 **General Fund Revenue Estimates 2015 – 2016 and Setting the Council Tax 2015 – 2016**

The Deputy Chief Executive set out the proposed General Fund Revenue Estimate for 2015/16, and the options available when setting the 2015/16 Council Tax for the Borough in the context of the Authority's Revenue Support Grant settlement, and the effect on General Fund balances.

**Recommended:**

- a** That the savings of £685,380 shown in Appendix I of the report of the Deputy Chief Executive be approved;
- b** That the revised estimate for the year 2014/15 and the revenue estimates for 2015/16 be approved;
- c** That the Council Tax base for 2015/16, as set out in Appendix G be noted;
- d** That the preferred Council Tax option for 2015/16 be 0%;
- e** That the Deputy Chief Executive's comments on the minimum acceptable level of general reserves be noted;
- f** That the manpower estimates for the year 2015/16 be approved; and
- g** That a Council Tax resolution be prepared for consideration by the Council, using the recommendations agreed by this Board.

**65 Revised Calendar of Meetings 2015/16**

The Chief Executive reported on a revised Calendar of Meetings for 2015/16 and the Board was asked to agree a suggested course of action.

**Recommended:**

**That the revised calendar of meetings for 2015/16 as submitted at Appendix A to the Chief Executive's report be approved.**

**66 High Speed 2 – HS2**

The Assistant Chief Executive and Solicitor to the Council reported on recent developments regarding HS2.

**Resolved:**

**That the report be noted.**

**67 Regulation of Investigatory Powers Act 2000 - Policy**

The Board was invited to endorse the revised Policy in respect of the Regulation of Investigatory Powers Act 2000.

**Recommended:**

**That the revised Policy be adopted.**

**68 Town/Parish Councils Charter**

The Board was invited to consider the adoption of the Town and Parish Councils Charter.

**Recommended:**

**That the Charter be adopted.**

**69 Designation of Neighbourhood Plans**

The Board was invited to delegate the designation of Neighbourhood Plan areas to the Assistant Chief Executive and Solicitor to the Council where there were no substantial objections following consultation.

**Recommended:**

**That the designation of Neighbourhood Plans be delegated to the Assistant Chief Executive and Solicitor of the Council where it relates to Parish boundaries and there are no substantive objections.**

**70 Member Induction 2015**

The Board was invited to endorse an outline programme of induction for new members following the Borough elections in May 2015.

**Recommended:**

**That the outline programme of induction attached as an Appendix to the report of the Chief Executive be approved.**

**71 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2014 – December 2014.**

The Chief Executive and the Deputy Chief Executive informed Members of the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April to December 2014.

**Resolved:**

**That the report be noted.**



**72 Corporate Plan Targets related to Consultation and Communication**

The Assistant Director (Corporate Services) reported on the work done to contribute to the Corporate Plan targets associated with the Council's Priority on "Consultation and Communication".

**Resolved:**

**That the report is noted**

**73 Information Security Policy**

The Assistant Director (Corporate Services) sought approval for the Council's Information Security Policy which had been updated to ensure it reflected changes in legislation, other Council Policy and the changing nature of the threats to the Council's information.

**Recommended:**

**That the Information Security Policy attached as Appendix A to the report of the Assistant Director (Corporate Services) be approved.**

**74 Minutes of the meetings of the Special Sub-Group held on 15 December 2014 and 13 January 2015**

The minutes of the meetings of the Special Sub-Group held on 15 December 2014 and 20 January 2015 were received and noted.

**75 Minutes of the meeting of the Local Development Framework Sub-Committee held on 21 January 2015**

The minutes of the meeting of the Local Development Sub-Committee held on 21 January 2015 were received and noted.

**76 Minutes of the meeting of the Safer Communities Sub-Committee due to be held on 5 February 2015**

It was noted that the meeting of the Safer Communities Sub-Committee due to be held on 5 February 2015 had been cancelled.

M Stanley  
Chairman