

North Warwickshire Borough Council

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Chief Executive

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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 : 28 May 2010

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 9 June 2010 at 6.30pm. The Reverend Tony Tooby, Priest in Charge, St Peter's Church, Mancetter will be in attendance to lead the Council in Prayer.

After prayer, the following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Declarations of Personal or Prejudicial Interest other than those declared in the minutes of the meetings of Boards/Committees and any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler, Fox, Hayfield, Lea, May, B Moss, Sweet and membership of the various Town or Parish Councils of Councillors Butcher (Polesworth) Davis (Atherstone), Freer (Atherstone), Fox (Shustoke), Lewis (Kingsbury), Moore (Baddesley Ensor), B Moss (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury), Sherratt (Coleshill), Smitten (Polesworth), M Stanley (Polesworth), Y Stanley (Polesworth) and Zgraja (Over Whitacre) all of which interests are deemed to be declared at this meeting.
- 4 The Mayor to move, in accordance with Standing Order No 6(1):

"That the minutes of the Meeting of the Council held on 12 May 2010 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 and recommendations of the following Boards circulated herewith and to make the necessary Orders thereon:
 - a **Community and Environment Board** 8 March 2010 – (Pages 4 - 7)
 - b **Planning and Development Board** 15 March, 12 April and 17 May 2010 (Pages 8 - 17)
 - c **Resources Board** 13 April and 24 May 2010 – (Pages 18 - 26)
 - d **Executive Board** 19 April 2010 – (Pages 27 – 30)
 - e **Area Forum East** 20 April 2010 – (Pages 31 - 34)
 - f **Area Forum North** 22 April 2010 – (Pages 35 - 39)
 - g **Scrutiny Board** 26 April 2010 - (Pages 40 - 42)
 - h **Area Forum South** 27 April 2010 – (Pages 43 - 45)
 - i **Area Forum West** 29 April 2010 – (Pages 46 - 49)
- 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 ANNUAL MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE
COUNCIL HOUSE, ATHERSTONE ON WEDNESDAY 12 MAY 2010**

Present: Councillor Moore in the Chair.

Councillors Bowden, Davis, L Dirveiks, N Dirveiks, Forwood, Fowler, Fox, Freer, Gordon, Hayfield, Johnston, Lea, Lewis, May, Morson, B Moss, M Moss, Phillips, Pickard, Sherratt, Simpson, Smitten, Swann, Sweet, Welby, Winter, Wykes and Zgraja.

Mr Stan Orton (Chairman of the Standards Committee) was also in attendance.

Apologies for absence were received from Councillors Butcher, Jenkins, Payne, Smith, M Stanley and Y Stanley.

Before the commencement of business, the Reverend Heather Barnes led the Council in Prayer.

1 Election of Mayor

It was proposed by Councillor Wykes, seconded by Councillor Freer and

RESOLVED:

That Councillor Johnston be and is hereby elected Mayor of the Borough of North Warwickshire for the ensuing year.

Councillor Johnston then made and signed the declaration of acceptance of office and was invested with the Chain and Badge of office by the retiring Mayor and took the Chair.

Councillor Johnston in the Chair

2 Retiring Mayor

The Mayor presented Councillor Moore and former Mayoress with their past Mayor's and Mayoress's Badges. Councillor Moore then thanked Members, Officers and the people of North Warwickshire for their support during his year in office.

3 Declarations of Interest

Personal or Prejudicial Interest other than those declared in the minutes of the meetings of Boards/Committees and any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler, Fox, Hayfield, Lea, May, B Moss and Sweet and membership of the various Town or Parish Councils of Councillors Davis (Atherstone), Freer (Atherstone), Fox (Shustoke), Lewis (Kingsbury), Moore (Baddesley Ensor), B Moss (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury) and Sherratt (Coleshill) all of which interests were deemed to be declared at this meeting

4 **Minutes**

The minutes of the meetings of the Council held on 24 February 2010 were approved as a correct record and signed by the Mayor.

5 **Appointment of Deputy Mayor**

It was proposed by Councillor Sherratt and seconded by Councillor Freer and

RESOLVED:

That Councillor Davis be and is hereby appointed Deputy Mayor of the Borough of North Warwickshire for the ensuing year.

Councillor Davis thereupon made and signed a declaration of acceptance of office and was invested with the Badge of Office by the Mayor.

Councillor Davis thanked Council Members for the honour they had bestowed on him.

6 **Mayor's Announcements**

The Mayor announced that her two charities for the year would be

- The Lymphoma Association; and
- Voluntary and Community Groups in North Warwickshire, particularly those who ran activities for young people.

In addition she reported that her charity golf day would be at the Belfry on Thursday 14 April 2011 and that nominations for Community Awards should be submitted to Karen Stokes by Friday 4 June 2010.

7 **Numbers and Appointments to Boards/Committees, Area Forums, Portfolios and Portfolio Groups**

A schedule of numbers and appointments to the Boards, Committees, Area Forums, Portfolios and Portfolio Groups and the Chairmen and Vice-Chairmen thereof was placed before the Council.

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

RESOLVED:

That, subject to the deletion of Councillor Fox from the Licensing Committee and a replacement to be nominated by the Conservative Group, the Constitution of Boards, Committees, Area Forums, Portfolios and Portfolio Groups for 2010/11 and the appointment of Members thereon and the Chairmen and Vice-Chairmen thereof, as shown in Schedule 1 hereto, be approved.

8 Appointments to Outside Bodies

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

RESOLVED:

That, subject to the deletion of Groundwork Coventry and West Coast Rail 250 Campaign, the appointment of representatives of the Council to serve on outside bodies for 2010/11, as shown in Schedule II hereto, be approved.

9 Common Seal

It was proposed by Councillor Smitten, 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

**CONSTITUTION OF BOARDS/COMMITTEES FOR 2010/2011 AND THE
APPOINTMENT OF MEMBERS AND THE CHAIRMAN AND VICE-CHAIRMAN
THERETO**

Executive Board (14)

- 1 Leader - Cllr Hayfield
- 2 Cllr Bowden (Vice-Chair)
- 3 Cllr Swann
- 4 Cllr Fox
- 5 Cllr May
- 6 Cllr Simpson
- 7 Cllr Smith
- 8 Cllr Zgraja
- 9 Cllr Morson
- 10 Cllr Phillips
- 11 Cllr B Moss
- 12 Cllr Sweet
- 13 Cllr Lewis
- 14 Cllr Moore

Community & Environment Board (14)

- 1 Deputy Leader – Cllr May
- 2 Cllr Fox (Vice-Chair)
- 3 Cllr Freer
- 4 Cllr Gordon
- 5 Cllr Payne
- 6 Cllr Sherratt
- 7 Cllr Smitten
- 8 Cllr Wykes
- 9 Cllr Phillips
- 10 Cllr Pickard
- 11 Cllr Y Stanley
- 12 Cllr M Moss
- 13 Cllr L Dirveiks
- 14 Cllr Lewis

Resources Board (14)

- 1 Deputy Leader - Cllr Smith
- 2 Cllr Johnston (Vice-Chair)
- 3 Cllr Bowden
- 4 Cllr Fowler
- 5 Cllr Fox
- 6 Cllr Lea
- 7 Cllr Payne
- 8 Cllr Smitten
- 9 Cllr Moore
- 10 Cllr Winter
- 11 Cllr Butcher
- 12 Cllr N Dirveiks
- 13 Cllr Y Stanley
- 14 Cllr Forwood

Planning and Development Board (14)

- 1 Deputy Leader - Cllr Simpson
- 2 Cllr Lea (Vice-Chair)
- 3 Cllr Bowden
- 4 Cllr Davis
- 5 Cllr Jenkins
- 6 Cllr Sherratt
- 7 Cllr Swann
- 8 Cllr Wykes
- 9 Cllr Sweet
- 10 Cllr Winter
- 11 Cllr B Moss
- 12 Cllr L Dirveiks
- 13 Cllr Morson
- 14 Cllr M Stanley

Scrutiny Board (14)

- 1 Chairman - Cllr Swann
- 2 Cllr Davis
- 3 Cllr Fowler
- 4 Cllr Freer
- 5 Cllr Gordon
- 6 Cllr Johnston
- 7 Cllr Welby
- 8 Cllr Zgraja
- 9 Cllr M Stanley (Vice-Chair)
- 10 Cllr Pickard
- 11 Cllr Butcher
- 12 Cllr N Dirveiks
- 13 Cllr Forwood
- 14 Cllr M Moss

Licensing Committee (15)

- 1 Councillor Sherratt (Chairman)
- 2 Councillor Lewis (Vice Chair)
- 3 Councillor Bowden
- 4 Councillor Davis
- 5 To be nominated by the Conservative Group
- 6 Councillor Gordon
- 7 Councillor Payne
- 8 Councillor Smitten
- 9 Councillor Welby
- 10 Councillor Wykes
- 11 Councillor Butcher
- 12 Councillor M Stanley
- 13 Councillor Forwood
- 14 Councillor Morson
- 15 Councillor Pickard

Portfolio Holders

- Housing - Cllr Johnston (Shadow Cllr Winter)
- Countryside and Heritage – Cllr Lea (Shadow Cllr L Dirveiks)
- Safer Communities - Cllr Fox (Shadow Cllr Morson)
- Health, Wellbeing and Leisure - Cllr Smitten (Shadow Cllr Pickard)
- Environment – Cllr Wykes (Shadow Cllr N Dirveiks)
- Community Life - Cllr Freer (Shadow Cllr M Moss)
- Resources – Cllr Bowden (Shadow Cllr Butcher)

Standards Committee

- 1 Cllr Johnston
 - 2 Cllr Simpson
 - 3 Cllr Smitten
 - 4 Cllr M Stanley
 - 5 Cllr Butcher
- (Plus 2 Parish Council representatives and 3 independent members)

Special Sub-Group

- 1 Cllr Hayfield
- 2 Cllr May
- 3 Cllr Smith
- 4 Cllr Phillips
- 5 Cllr Sweet

Area Forums

North

Cllr Moore (Co-ordinator)
Cllr Sweet
Cllr Morson
Cllr Winter
Cllr M Stanley
Cllr Y Stanley
Cllr Smitten
Cllr Butcher
Cllr May
Cllr Jenkins

South

Cllr Fowler
Cllr Welby
Cllr Gordon
Cllr Sherratt (Co-ordinator)
Cllr Smith
Cllr Hayfield
Cllr Bowden
Cllr Fox
Cllr Zgraja

East

Cllr N Dirveiks
Cllr Davis (Co-ordinator)
Cllr Freer
Cllr Johnston
Cllr Wykes
Cllr Forwood
Cllr Pickard
Cllr L Dirveiks

West

Cllr Lewis
Cllr Phillips
Cllr B Moss
Cllr M Moss
Cllr Lea
Cllr Simpson
Cllr Payne (Co-ordinator)
Cllr Swann

Portfolio Groups 2010/11

Housing Portfolio Group

- 1 Councillor Gordon
- 2 Councillor Payne
- 3 Councillor Johnston
- 4 Councillor Smith
- 5 Councillor Winter
- 6 Councillor Moore
- 7 Councillor Forwood

Countryside and Heritage Portfolio Group

- 1 Councillor Lea
- 2 Councillor Sherratt
- 3 Councillor Simpson
- 4 Councillor Zgraja
- 5 Councillor L Dirveiks
- 6 Councillor Y Stanley
- 7 Councillor Lewis

Safer Communities Portfolio Group

- 1 Councillor Fox
- 2 Councillor Gordon
- 3 Councillor Payne
- 4 Councillor Wykes
- 5 Councillor Morson
- 6 Councillor Sweet
- 7 Councillor Phillips

Health, Wellbeing and Leisure Portfolio Group

- 1 Councillor Fowler
- 2 Councillor Hayfield
- 3 Councillor Smitten
- 4 Councillor Welby
- 5 Councillor Pickard
- 6 Councillor B Moss
- 7 Councillor Morson

Environment Portfolio Group

- 1 Councillor Freer
- 2 Councillor May
- 3 Councillor Swann
- 4 Councillor Wykes
- 5 Councillor Lewis
- 6 Councillor Pickard
- 7 Councillor Phillips

Community Life Portfolio Group

- 1 Councillor Fowler
- 2 Councillor Freer
- 3 Councillor Lea
- 4 Councillor Sherratt
- 5 Councillor M Moss
- 6 Councillor Butcher
- 7 Councillor L Dirveiks

Resources Portfolio Group

- 1 Councillor Bowden
- 2 Councillor Davis
- 3 Councillor Fox
- 4 Councillor Smith
- 5 Councillor M Stanley
- 6 Councillor B Moss
- 7 Councillor Butcher

**REPRESENTATION ON OUTSIDE BODIES
FROM AREA FORUMS**

A Appointments made for a period of one year expiring in May 2011 except where stated otherwise.

Body	Representation	Name
Atherstone Forum	2	Councillor Forwood and Davis (recommended by Area Forum East)
Coleshill Grammar School Endowment Foundation	2	Councillor Sherratt and Dr Andrew Watkins (recommended by Area Forum South)
Hartshill Hayes Country Park Advisory Committee	1 plus substitute	Councillor Wykes Substitute: Councillor Johnston (recommended by Area Forum East)
Kingsbury Liaison Group	1	Councillor B Moss (recommended by Area Forum West)
Market Towns Initiative Atherstone	2	Councillor Davis and Councillor Forwood (recommended by Area Forum East)
Market Towns Initiative Coleshill	2	Councillors Gordon and Fowler (recommended by Area Forum South)
Middleton Hall Trust	1	Councillor Lea (recommended by Area Forum West)
Piccadilly Community Association	1	Councillor Lewis (recommended by Area Forum West)
Rowan Organisation	1	Councillor Forwood (recommended by Area Forum East)
Stanyer's Charity	2	Councillors B Moss and M Moss (recommended by Area Forum West)
Wood End Community Centre	1	Councillor Phillips (recommended by Area Forum West)

REPRESENTATION ON OUTSIDE BODIES – REMAINDER

B Appointments made for a period of one year expiring in May 2011 except where stated otherwise

Body	Representation	Name
Age Concern – Warwickshire	1 plus substitute	Councillor Payne Substitute: Councillor Forwood
Industrial Communities Alliance	2	Councillors Wykes and Sweet
Beeline Community Car Service	1 plus substitute	Councillor Lewis Substitute: Councillor Freer
Best Village of the Year (Warwickshire Rural Community Council)	2 plus substitute	Councillors Fox and Fowler Substitute: Y Stanley
Birmingham Airport Consultative Committee	1	Councillor Sherratt
Court of the University of Warwick and Court of the University of Birmingham	1	The Mayor during term of office.
Coventry, Solihull, Warwickshire Partnership Destination Management Partnership	1	Councillor Fowler
Credit Union	1	To be nominated
Executive Group of LEADER Project	1	Councillor Hayfield
Hams Hall BID Project	1	Councillor Lea
Health Improvement Steering Group	1	Councillor Smitten

Body	Representation	Name
Local Area Agreement: Stronger Communities	1	Councillor Smith
Economic Development & Enterprise	1	Councillor Lea
Safer Communities	1	Councillor Fox
Healthier Communities and Older People	1	Councillor Smitten
Climate Change & the Environment	1	Councillor Wykes
Children and Young People	1	Councillor Freer
Local Government Association	1	Leader of the Council – Councillor Hayfield Substitute: Councillor Smith
Local Government Association Rural Commission	1	Councillor Lea
Local Government Association – Fourth Option Special Interest Group	1	Councillor May
Local Government Information Unit	1 plus substitute	Councillor Swann Substitute: Councillor Morson
Local Members' Committee of Warwickshire Community and Voluntary Action (WCAVA)	1 Plus substitute	Councillor Moore Substitute: To be nominated
North Warwickshire Arts Council	2 plus substitute	Councillors Gordon and L Dirveiks Substitute: Councillor Fox
North Warwickshire Citizens Advice Bureau – Management Committee	1	Councillor Smitten
North Warwickshire Community Partnership	3	Councillors Hayfield, May and Phillips

Body	Representation	Name
North Warwickshire Community Plan Theme Groups:		
Safer Communities	2	Councillor Fox and Morson
Health, Wellbeing and Leisure	2	Councillor Smitten and Pickard
The Local Economy	2	Councillor Lea and M Moss
Children, Young People and their families	2	Councillor Fowler and Butcher
Voluntary and Community Activity	2	Councillor Freer and Dirviaks
Choice, Access and Transport	2	Councillor Fox and Sweet
Decent and Affordable Housing	2	Councillor Johnston and Winter
Education and Lifelong Learning	2	Councillor Forwood plus one Conservative to be nominated
Environment	2	Councillor Lewis and Wykes
Sparse	1 plus substitute	Councillor May Substitute Councillor Smitten
Superannuation Fund Consultative Board	1	Chairman of Resources Board – Councillor Smith

Body	Representation	Name
Supporting People	2	Councillors Phillips and Smith Substitute: Councillor Fowler
Warwickshire County Council – Health Overview and Scrutiny Committee	1	Councillor Smitten
Warwickshire Rural Community Council- Executive Committee	1 plus substitute	Councillor Freer Substitute: Councillor M Moss
Warwickshire Rural Community Council – Project Committee	1	Councillor Fox
Warwickshire Waste Management Forum	1 plus substitute	Councillor May Substitute: Councillor Swann
West Midlands Leaders Board (WMLB) Council /West Midlands Regional Assembly	1 plus substitute	Leader of the Council – Councillor Hayfield Substitute: Councillor Smith
West Midlands Leaders Board – Strategy Advisory Group	2	Councillor Lea plus one other to be nominated.

C Appointments held for periods of longer than one year (date of expiry of appointment in brackets)

	Body	Representation	Name
*(1)	Baddesley Ensor Youth Centre House Committee	1 (4 years)	Councillor Moore (31 August 2013)
(2)	Kingsbury Youth Centre and Sports Hall Management Committee	1 (4 years)	Councillor B Moss (31 August 2013)
(3)	Polesworth Youth Wing Committee	1 (4 years)	Councillor M Stanley (31 August 2013)

* Representatives appointed to these bodies need not be Members of the Council

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

8 March 2010

Present: Councillor May in the Chair

Councillors L Dirveiks, Fox, Freer, Gordon, Lewis, M Moss, Payne, Phillips, Pickard, Sherratt, Y Stanley and Wykes.

36 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fox and May and membership of the various Town/Parish Councils of Councillors Fox (Shustoke), Freer (Atherstone), Lewis (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury) and Sherratt (Coleshill) were deemed to be declared at the meeting.

Councillors Lewis and Phillips declared an interest in Minute No.38 (Financial Assistance to Outside Organisations) by reason of being associated with WCAVA.

37 **Minutes**

The minutes of the meeting held on 25 January 2010, copies having been previously circulated were approved as a correct record and signed by the Chairman.

38 **Financial Assistance to Outside Organisations**

The Assistant Director (Leisure and Community Development) outlined two requests for assistance through the provision of an annual grant, one of which was from WCAVA, which is now supported through a three-year countywide arrangement. Additionally, the Board was requested to note the support currently being provided to Warwickshire Rural Community Council and to further consider the Authority's future working relationship with this organisation.

Resolved:

- a **That the draft Service Level Agreement for further negotiation with NW CAB and the two awards for Annual Grants to Voluntary Organisations be approved and administered as indicated in the report of the Assistant Director (Leisure and Community Development);**

- b That subject to the prior agreement of the Chairman and Vice-Chairman of the Board, the second instalment payments be made;**
- c That Members note that, in line with the Third Sector Strategy timetable, Volunteer and Third Sector Support Services (VATS Services) in Warwickshire are now jointly monitored through a single tendered three-year (April 2010 to March 2013) agreement, which includes an option to extend for a further period, up to a maximum of three years, and that this agreement is currently held with WCAVA;**
- d That the methods for monitoring the VATS Service, as identified in paragraph 4.3 of the report of the Assistant Director (Leisure and Community Development), be noted;**
- e That the progress in respect of the review of the services provided by WRCC through funding received from the Borough Council, be noted; and**
- f That a decision on the preferred option for the future development of this relationship be deferred and a further report be brought to the next meeting of the Board.**

39 Allotments Development Programme

The Assistant Director (Leisure and Community Development) reported on the progress in respect of the implementation of the Allotments Development Programme and sought the Board's approval for a revision of the Allotments Policy Statement, originally approved in 2009, and highlighted further work to be undertaken in respect of the leasing and protection of allotment sites.

Resolved:

- a That progress in respect of the Allotments Development Programme, as set out in the report of the Assistant Director (Leisure and Community Development) and detailed in Appendix A, be noted and approved;**
- b That the revised Allotments Policy Statement set out at Appendix B of the report of the Assistant Director (Leisure and Community Development), be approved; and**
- c That the proposal to carry out further work in respect of the leasing and protection of allotment sites, as set out in paragraph 9.1 of the report of the Assistant Director (Leisure and Community Development), be approved and that a further report on this matter be presented to an early future meeting of the Board.**

40 **North Warwickshire Green Space Strategy Action and Funding Plan**

The Board was updated on progress in respect of the implementation of Year 2 (2009/10) of the North Warwickshire Green Space Strategy Action and Funding Plan and Members were informed of the work proposed to be undertaken in Year 3 (2010/11).

Resolved:

- a **That progress in respect of the implementation of the North Warwickshire Green Space Strategy Action and Funding Plan be noted;**
- b **That discussions are held with the Community Partnership's Environment Theme Group regarding the possibility of it taking a more active role in advancing the objectives of the Green Space Strategy and that the outcome of these discussions are reported to a future meeting of the Board; and**
- c **That the activities proposed for the future development within the North Warwickshire Green Space Strategy Action and Funding Plan, be approved.**

41 **Streetscape Value for Money Reviews**

The Assistant Director (Streetscape) outlined the reviews undertaken of its Amenity Cleansing and Refuse Collection functions, as part of the Council's policy of reviewing its key services to assess the degree to which they provide Value for Money to Council Tax payers and to establish which areas of its services are costly or efficient.

Members were asked to draw their own conclusions and to recommend further action as appropriate.

Resolved:

- a **That the content of the reports and supporting information, be noted; and**
- b **That a further report on waste minimisation be brought to a future meeting of this Board.**

42 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2009 – January 2010**

The Board was informed of the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Board for the period April 2009 to January 2010.

Resolved:

That the report be noted.

43 Tree Management

The Board was informed of the Authority's approach in respect of tree management, as set out in the Briefing Note attached at Appendix A to the report of the Assistant Director (Leisure and Community Development).

Resolved:

That the contents of the Tree Management Briefing Note, as set out in Appendix A of the report of the Assistant Director (Leisure and Community Development), be approved and noted.

44 North Warwickshire Play Strategy and Play Partnership

Members were updated on the progress being made in the delivery of the North Warwickshire Play Strategy.

Resolved:

That the progress of the North Warwickshire Play Partnership in its delivery of relevant actions identified in the Borough-wide Play Strategy, be noted.

45 Play Area Development Programme

The Board was informed on progress in respect of the implementation of the Council's Play Area Development Programme.

Resolved:

That the progress in respect of the Play Area Development Programme be noted and approved.

46 Minutes of the Environment Portfolio Group held on 14 January 2010

Minutes of the Environment Portfolio Group held on 14 January 2010 were received and noted.

M.MAY
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

15 March 2010

Present: Councillor Simpson in the Chair.

Councillors Bowden, L Dirveiks, Fox, Lea, Morson, B Moss, Sherratt, M Stanley, Swann, Sweet, Winter and Wykes.

Councillor Phillips was also in attendance.

76 **Declarations of Personal or Prejudicial Interests**

Personal interests arising from the membership of Warwickshire County Council of Councillors Fox, Lea, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors Fox (Shustoke), B Moss (Kingsbury), Sherratt (Coleshill) and M Stanley (Polesworth) were deemed to be declared at this meeting.

Councillor Lea declared a personal and prejudicial interest in Minute No 77 (Minutes of the meeting of the Board held on 18 January 2010) left the meeting and took no part in the discussion or voting thereon.

77 **Minutes**

The minutes of the meetings of the Board held on 7 December 2009, 18 January 2010 and 15 February 2010, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

78 **Planning Applications**

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

Resolved:

- a **That in respect of Application No Application No 2010/0009 (Land adj. to Dog Inn Public House, Marsh Lane, Water Orton)**
 - (i) **Outline planning permission be granted subject to the receipt of acceptable plans that satisfy the Highway Authority concerns; the conditions as set out in the report of the Head of Development Control, and the prior completion of a Section 106 Agreement to provide a financial contribution of £247,250 in lieu of on-site affordable housing; and**

(ii) If the terms of the Agreement as set out above cannot be settled, then the Application be referred back to the Board for further deliberation.

b That in respect of the Heart of England Ltd, Old Hall Farm, Meriden Road, Fillongley

A The following Notices be agreed in principle:

i) An Enforcement Notice under Section 172 of the Town and Country Planning Act 1990 be issued in respect of the unauthorised change in use of land at the Heart of England centre from forestry land to a mixed use of forestry together with recreational uses, including paint ball activities and motor driving activities. The Notice will require the cessation of the recreational uses, such that they do not exceed the limits set out in Part 4 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995, as amended, and that the compliance period be three months. The reasons for this Notice are as set out in the report of the Head of Development Control;

ii) An Enforcement Notice under Section 172 of the Town and Country Planning Act 1990, be issued in respect of the construction of buildings and structures as identified in the report as numbered 1 to 5 in Appendix A to the report, and that the Notice requires their demolition and the removal of the resultant materials from the site within a period of three months. Additionally the Notice to include the unauthorised engineering operations of hard surfacing a length of track with bitumen, together with the formation of a bitumen storage area, requiring their removal and safe disposal, also within a period of three months. The reasons for the Notice are as set out in the report;

iii) An Enforcement Notice under Section 172 of the Town and Country Planning Act 1990 be issued in respect of the unauthorised change in use of land at the Heart of England centre for motor recreation activity, with the requirement to cease the use of that motor recreation activity, together with the removal of two buildings used in association with this use, within a period of three months. The reasons for the Notice are as set out in the report;

- iv) **An Enforcement Notice be issued under Section 172 of the Town and Country Planning Act 1990, as amended, in respect of the unauthorised material change in the use of a building at the Heart of England centre from a dwelling house to a hotel use, with the requirement to cease the hotel use of the building within a period of six months. The reasons for the Notice are as set out in the report.**
- B) That the precise wording and land areas to be covered by each of the Notices be delegated to the Solicitor to the Council prior to their issue;**
- C) That the Company be notified that it appears that there may well have been breaches of Listed Building Control in respect of works undertaken within the house at this site, and thus an internal inspection is required to establish the situation. A further report will be submitted to the Board as appropriate; and**
- D) That, if these recommendations are agreed, that the Heart of England Company be informed that the Council will hold their issue in abeyance until the end of March 2010.**

79 Section 106 Monitoring Report

The Head of Development Control provided a first review of outstanding Section 106 Agreements, highlighting where outstanding contributions had been expended.

Resolved:

That the report be noted.

80 HS2 Route

The Head of Development Control reported verbally on the proposed route of the new high speed rail service through North Warwickshire which had recently been announced. Further reports would be submitted to the Board in due course.

81 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 by Schedule 12A to the Act.

82 **Building Control Partnership**

The Director of Community and Environment reported on the progress of the Building Control Partnership and the Board was asked to agree a suggested course of action.

Resolved:

- a That the current Partnership Agreement continues to operate for another 12 months from October 2010; and**
- b That the potential for Rugby Borough Council to become involved in the Partnership be investigated by officers from the Partnership and Rugby Borough Council Building Control, to develop a business case that identifies possible options for shared working with Rugby which will be brought back to this Board for consideration before the extended Partnership Agreement expires.**

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

12 April 2010

Present: Councillor Simpson in the Chair.

Councillors Bowden, L Dirveiks, Lea, Morson, B Moss, Sherratt, M Stanley, Swann, Sweet, Winter and Wykes.

An apology for absence was received from Councillor Fox.

Councillors Lewis and Phillips were also in attendance. With the consent of the Chairman, Councillor Phillips spoke on Minute No 84 Planning Applications (Application No 2010/0102 - Land to south west of Birch Coppice Business Park, Dordon).

83 **Declarations of Personal or Prejudicial Interests**

Personal interests arising from the membership of Warwickshire County Council of Councillors Lea, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors B Moss (Kingsbury), Sherratt (Coleshill) and M Stanley (Polesworth) were deemed to be declared at this meeting.

Councillors Lea and Sweet declared a personal interest in Minute No 84 Planning Applications (Application No 2010/0102 - Land to south west of Birch Coppice Business Park, Dordon) by reason of being Members of the County Council's Regulatory Committee and took no part in the discussion or voting thereon.

84 **Planning Applications**

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

Resolved:

- a **That in respect of Application No 2010/0088 (Coleshill Hall Farm, Birmingham Road, Coleshill) a site visit be held prior to its determination; and**
- b **That in respect of Application No 2010/0102 (Land to south west of Birch Coppice Business Park, Dordon):**
 - i) **the Board visits the application site and its surroundings prior to determination; and**
 - ii) **that an early report is brought to Board in respect of the draft Section 106 Agreement.**

85 **Proposed Tree Preservation Order Land at Dunns Lane, Dordon (north side)**

The Board was asked to confirm a Tree Preservation Order made in respect of four oak trees situated on the northern side of Dunns Lane, Dordon.

Resolved:

That the Tree Preservation Order be confirmed, with the modification, as set out in the report of the Head of Development Control.

86 **Proposed Footpath Diversion (AE144) at Arc School, Ansley Lane, Ansley**

The Head of Development Control reported that an application had been made to the Council for the diversion of public footpath AE144 at Arc School, Ansley Lane, Ansley under the Highways Act. The Board was asked to agree a suggested course of action.

Resolved:

That the Council makes an Order under the provisions of S119(1) of the Highways Act 1980 for the diversion of part of the public footpath AE144 at Land formerly known as Hood Lane Farm, Ansley, now known as Arc School, Ansley Lane, Ansley, in the manner described 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 confirm the Order.

87 **Further Changes and Consultation**

The Head of Development Control reported on further changes to the legislation affecting the handling of planning applications and on the publication of two further consultation papers.

Resolved:

That the report be noted.

88 **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 by Schedule 12A to the Act.

89 **Proposed Tree Preservation Order Land at the Junction of Knowle Hill and Dexter Lane, Hurley**

The Head of Development Control reported on a proposal to make a Tree Preservation Order in respect of a mature oak tree on land at the junction of Knowle Hill and Dexter Lane, Hurley. 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 a Pedunculate Oak (*Quercus robur*) tree for the reasons given in the report, and that any representations received be referred to the Board for it to consider when it decides whether to make the Order permanent.

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

17 May 2010

Present: Councillor Simpson in the Chair.

Councillors Bowden, Davis, L Dirveiks, Lea, Morson, Sherratt, M Stanley, Swann, Winter and Wykes.

Apologies for absence were received from Councillors Jenkins, B Moss and Sweet.

Councillor Phillips was also in attendance.

1 **Declarations of Personal or Prejudicial Interests**

Personal interests arising from the membership of Warwickshire County Council of Councillor Lea and membership of the various Town/Parish Councils of Councillors Davis (Atherstone), Sherratt (Coleshill) and M Stanley (Polesworth) were deemed to be declared at this meeting.

2 **Planning Applications**

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

Resolved:

- a **That Application No 2010/007 (Garage Site, Eastlang Road, Fillongley) be approved subject to the conditions specified in the report of the Head of Development Control;**
- b **That subject to the following additional condition Application No 2009/0385 (Manor House Farm, Coleshill Road, Ansley) be approved**

“21 The landscaping scheme shown in the report received on 24 September 2009 and the lake bunding as shown on the approved plans under condition (ii), shall be maintained in accordance with these thereafter.

Reason: In the interests of securing the landscaping improvements in the future.”

- c **That consideration of Applications No 2010/0099, 2010/0100, 2009/0580 and 2009/0585 (The Three Tuns, Atherstone) be deferred for a site visit and that the Head of Development Control be asked to arrange a meeting with the applicant;**
- d **That consideration of Application No 2010/0102 (Birch Coppice) be deferred;**
- e **That Applications No 2010/0166, 2010/0165 and 2010/0167 (Corley Nurseries, Church Lane, Corley) be approved and varied as set out in the report of the Head of Development Control.**

3 The Community Infrastructure Levy and Section 106 Obligations

The Head of Development Control reported on the newly introduced Community Infrastructure Levy (CIL) and highlighted its impact on the future use of Agreements under Section 106 of the 1990 Planning Act.

Resolved:

That the report be noted.

4 85A Long Street, Atherstone

The Chairman reported on an issue in respect of a sign in the window of 85A Long Street, Atherstone and Members were asked to agree a suggested course of action.

Resolved:

That the Assistant Chief Executive and Solicitor to the Council be asked to speak to the tenant to request that the situation is voluntarily corrected.

5 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.

6 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 respect of Manor House Farm, Coleshill Road, Ansley, the Solicitor to the Council be authorised to issue an Enforcement Notice requiring the removal of the new hardstanding area together with the reinstatement of the land to the south east of the farm buildings at Manor House Farm, Coleshill Road, Ansley and that the compliance period be three months; and
- b That in respect of 60 St Nicholas Estate, Baddesley Ensor, the Solicitor to the Council be authorised to issue an Enforcement Notice requiring the removal the unauthorised decking area, railing and steps; block and brickwork raised platform, where in excess of 300mm in height and not approved as part of the retrospective planning application for the rear conservatory, reference 2009/0360, dated 24 September 2009; together with the removal of fencing on the side boundaries where in excess of 2 metres in height at 60 St Nicholas Estate, Baddesley Ensor and that the compliance period be three months.

7 Proposed Tree Preservation Order 32 Holbeche Crescent, Fillongley

Under Section 100B(4)(b) of the Local Government Act 1972 the Chairman had agreed to urgent consideration of this report by reason of the need to endorse the action taken.

The Head of Development Control reported on the making of an emergency Tree Preservation Order in respect of an oak tree in the rear garden of 32 Holbeche Crescent, Fillongley.

Resolved:

That action of the Assistant Chief Executive and Solicitor to the Council, in consultation with the Chairman of the Board, in making a Tree Preservation Order in respect of an oak tree in the rear garden of 32 Holbeche Crescent, Fillongley be agreed.

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

13 April 2010

Present: Councillor Smith in the Chair

Councillors Bowden, Butcher, N Dirveiks, Forwood, Fowler, Moore, Payne, Smitten and Winter.

Apologies for absence were received from Councillors Jenkins, Johnston, Lea and Y Stanley.

Councillors Lewis and Phillips were also in attendance and with the consent of the Chairman spoke on the item recorded at Minute No 111 (Transfer of Land at Hurley).

107 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillor Fowler and membership of various Parish Councils of Councillors Butcher and Smitten (Polesworth) and Moore (Baddesley Ensor) were deemed to be declared at the meeting.

108 **Minutes**

The minutes of the meetings of the Board held on 14 December 2009 and 2 February 2010, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

109 **Amendments to Financial Regulations**

The Assistant Director (Finance and Human Resources) informed Members of proposed amendments to the Financial Regulations.

Recommended:

That the Council accepts the proposed amendments to the Financial Regulations, as set out in the report of the Assistant Director (Finance and Human Resources) and the consequent amendments to the Constitution be made.

110 **Procurement and Commissioning Strategy 2010/11-2012/13**

The Assistant Director (Corporate Services) presented the draft Procurement and Commissioning Strategy 2010/11- 2012/13 to Members for their consideration, comment and approval.

Recommendation to the Executive Board:

That the draft Strategy provided as Appendix A to the report of the Assistant Director (Corporate Services) be approved.

111 Transfer of Land at Hurley

The Assistant Director (Leisure and Community Development) detailed a proposal for the transfer of land at Hurley from the Housing Revenue Account to the General Fund in order that it may be used to provide allotments for the local community.

Resolved:

That the site identified at Appendix A to the report of the Assistant Director (Leisure and Community Development) be transferred from the Housing Revenue Account to the General Fund for use as allotments.

112 Internal Audit – Plan of Work for 2010-11

The Director of Resources explained the basis upon which the Audit Plan for 2010/11 had been developed, using a variety of sources of information to ensure that all appropriate aspects of service activity were embraced as part of the approved three-year review programme.

Resolved:

That the Audit Plan for 2010/11 be approved.

113 Information Security Policy 2010-2012

The Assistant Director (Corporate Services) sought approval for the Council's information Security Policy for the period 2010-2012. 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 Information Security Policy 2010-2012, attached as Appendix A to the report of the Assistant Director (Corporate Services) be approved.

114 ICT Strategy 2010/11 Action Plan

The Assistant Director (Corporate Services) presented the 2010/11 ICT Strategy Action Plan which supported the delivery of the Information and Communications Technology (ICT) Strategy 2009-2012.

Resolved:

That the Information and Communications Technology Strategy Action Plan for 2010/11, attached as Appendix A to the report of the Assistant Director (Corporate Services), be approved.

115 Procurement Performance Indicators and Benchmarking

The Assistant Director (Corporate Services) updated Members on the performance indicators being developed by the Council's Corporate Procurement function and the benchmarking exercise carried out in preparation for the value for money review of Procurement scheduled for 2010/11.

Resolved:

That the report be noted.

116 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.

117 Proposed Changes to Staffing in Central Services

The Assistant Director (Corporate Services) sought approval for a change to the staffing within the Central Services Section within the Corporate Services Division.

Resolved:

- a That PM be assimilated into the Role of Central Services Assistant (Legal & Refuse) with effect from 13 April 2010;**
- b That the temporary cover for the post of Central Services Assistant (Typing) be given 1 months notice; and**
- c That the post of Central Services Assistant (Typing) be deleted from the establishment.**

118 Irrecoverable Housing and Local Taxation Debts

The Assistant Director (Revenues and Benefits) detailed the amounts recommended for write-off, in accordance with the write-off policy agreed by the former Finance Sub-Committee in September 2000.

Resolved:

- a** That the write-off of 6 balances over £1,250 totalling £13,161.53 in respect of unpaid Council Tax be approved;
- b** That the write-off of 10 balances over £1,250 totalling £59,520.75 in respect of unpaid Non Domestic Rates be approved;
- c** That the write-off of 3 balances over £1,250 totalling £7,460.89 in respect of unreclaimed overpaid Housing Benefit be approved;
- d** That the write-off under delegated powers of 130 balances under £1,250 totalling £44,108.73 in respect of unpaid Council Tax be noted;
- e** That the write-off under delegated powers of 12 balances under £1,250 totalling £4,958.53 in respect of unpaid Non Domestic Rates be noted;
- f** That the write-off under delegated powers of 64 balances under £1,250 totalling £9,565.75 in respect of unreclaimed Housing Benefit Overpayments be noted;
- g** That the write-off under delegated powers of 17 balances under £1,250 totalling £537.87 in respect of former tenant rent arrears be noted;
- h** That the write back under delegated powers of 10 balances under £1,250 totalling £731.43 in respect of overpaid Council Tax be noted;
- i** That the write-back under delegated powers of 5 balances totalling £8,048.78 in respect of overpaid Non Domestic Rates be noted; and
- j** That the write-back under delegated powers of 77 balances totalling £792.10 in respect of former tenant rent credits be noted.

119 Access to Phoenix Yard, Atherstone

The Assistant Director (Streetscape) sought approval for the Council, as landowner, to grant permission to Arragon Properties to carry out highway improvements at the Long Street junction of the access road to the Memorial Hall at no charge in order to allow the development of Phoenix Yard to proceed.

Resolved:

- a That the developer be granted the right to undertake the necessary works on the Council's land (the access road) without charge as long as the development of Phoenix Yard is wholly completed within two years; and**
- b That, in exchange for granting the right at no cost, the Council will seek from the developer the grant (at no further cost to the Council) of a right to vary the access to its land, 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 are required.**

120 Land at St Georges Road, Atherstone

The Assistant Director (Streetscape) sought approval to sell a strip of land adjacent to No 58 St George's Road, Atherstone to the occupier of that property.

Recommended:

- a That the land forming the alleyway adjacent to No 58 St Georges Road, Atherstone be declared surplus to requirements on the grounds that it is of no practical purpose; and**
- b That the land be sold to the owner of the adjacent property as set out in paragraph 3.4 of the reports of the Assistant Director (Streetscape).**

121 Sale of Land off Rectory Road/Bournebrook View, Arley

The Assistant Director (Housing) updated Members about progress on the proposals to develop the Council's land off Rectory Road, Arley and provided an update about land valuations for consideration.

Recommended:

- a That the proposed revised valuation for the part of the site to be used for affordable housing and developed by**

- a Registered Social Landlord partner as set out in Section 6.1.8 of the report of the Assistant Director (Housing) be approved; and**
- b That any capital receipts received by the Council in connection with the sale of land/proposed development off Rectory Road/Bournebrook View, Arley, be used for affordable housing.**

L Smith
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

24 May 2010

Present: Councillor Smith in the Chair

Councillors Bowden, Butcher, N Dirveiks, Fowler, Fox, Johnston, Lea, Moore, Payne, Smitten, Y Stanley and Winter.

Councillors B Moss and Phillips were also in attendance. With the consent of the Chairman Councillor B Moss spoke on Minute No 9 (Computer Server Room Location) and Minute No 10 (Limes Developments).

1 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler and Lea, and membership of various Parish Councils of Councillors Butcher, Smitten and Y Stanley (Polesworth), Fox (Shustoke) and Moore (Baddesley Ensor) were deemed to be declared at the meeting.

2 **Street Naming and Numbering – Introduction of Charges**

The Assistant Director (Corporate Services) sought approval to introduce charges for the processing of requests submitted to the Street Naming and Numbering service provided by the Authority.

Resolved:

That the introduction of charges for the Street Naming and Numbering service and the scale of charges identified in Section 5.1.1 of the report of the Assistant Director (Corporate Services) be approved.

3 **Housing Finance Reform**

The Director of Resources summarised the Government's latest consultation document setting out detailed plans for reforming council housing finance and identified the initial implications for North Warwickshire and the further work that would need to be done around the proposals.

Resolved:

a That the proposals relating to Housing Finance Reform be noted;

- b That a Members' Seminar be held on Tuesday, 15 June 2010 on the proposals; and**
- c That a detailed response be considered by the Executive Board and Full Council on 28 June 2010.**

4 Members' Allowances Out-turn for 2009/10

The Assistant Director (Finance and Human Resources) advised Members of the allowances paid for 2009/10, which the Council had a duty to publish under the Members' Allowance Scheme.

Resolved:

That the report be noted.

5 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.

6 Progress Report – Housing Direct Works

The Assistant Director (Housing) provided the Board with information about the improvements which had been made to the Housing Direct Works service and proposed a change to the current staffing structure.

Resolved:

- a That the progress made to improve the Housing Direct Works Service be noted; and**
- b That the change to the Maintenance Administrative Section be agreed.**

7 Community Support Control Centre Supervisor Post

The Assistant Director (Housing) reported that the post of Community Support Control Centre System Support Officer was currently vacant and outlined a proposal to amend the job description for that post in order to improve the structure and resilience of the Community Support Section.

Resolved:

That the job description for the new role of Community Support Control Supervisor be approved.

8 Proposed Replacement of EHO Post with Food Safety Officer

The Assistant Chief Executive asked Members to consider a cost saving solution to fill a vacant post in the Environmental Health section.

Resolved:

That the proposal to replace an EHO post with a Food Safety Officer be trialled for a period of one year, and made permanent if successful, subject to a further report to the Board.

9 Computer Server Room Location

The Assistant Director (Corporate Services) put forward a number of options for the location of the Council's computer servers which were currently situated in the server room on the ground floor of the Council House.

Resolved:

a That working with Warwick District Council to investigate options to collaborate on ICT projects be supported, providing there is a positive business case for each project and funding is available within existing Information Services budgets; and

b That further information be obtained pertaining to Option 4 of the proposal.

10 Limes Developments

The Assistant Director (Streetscape) sought approval to extend the long stop date agreed between the Council and Limes Development until the end of the current financial year, in respect of the sale of Park Road Car Park, Coleshill.

Resolved:

That the long stop date agreed between the Council and Limes Development be extended until 30 March 2011.

L Smith
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

19 April 2010

Present: Councillor Hayfield in the Chair

Councillors Davis, Lewis, May, Moore, B Moss, Phillips, Simpson, Smith, Swann and Sweet.

An apology for absence was received from Councillor Fox.

Councillors Gordon, Pickard and Sherratt were also in attendance. With the consent of the Chairman, Councillors Gordon and Sherratt spoke on Minute No 66 HS2 – High Speed Rail Route.

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

Any personal interests arising from the membership of Warwickshire County Council of Councillors Hayfield, May, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors Davis (Atherstone), Lewis (Kingsbury), B Moss (Kingsbury) and Phillips (Kingsbury) were deemed to be declared at this meeting.

62 **Minutes of the meeting of the Board held on 8 February 2010.**

The minutes of the meeting of the Board held on 8 February 2010, copies having been circulated, were approved as a correct record and signed by the Chairman.

63 **2009/10 External Audit Plan**

Under Section 100B(4)(b) of the Local Government Act 1972, the Chairman had agreed to the consideration of the report by reason of the need to establish the Council's approach to be adopted over the Financial Statements for 2009/10.

Alison Breadon from PricewaterhouseCoopers, the Council's external auditors, presented the 2009/10 draft Audit Plan.

Recommended:

- a That all unadjusted errors in the Financial Statements be reported by the auditors to the Board; and**
- b That the draft audit plan be noted.**

64 **Constitution**

Following a number of changes to the responsibilities of Boards and Divisions within the Council, the Board was invited to approve associated revisions to the Constitution.

Recommended:

- a That in future the Annual Council meeting be a ceremonial event and the Constitution amended accordingly;**
- b That the reference on page 56Cic to the ACE (Special Projects) be deleted;**
- c That on page 59 the following be added “ v a xvii – Health Protection (Local Authority Powers) Regulations 2010;**
- d That subject to the inclusion of a – c above, the amendments to the Constitution as set out in the document attached to the report of the Chief Executive, together with the addendum circulated at the meeting, be approved; and**
- e That officers be asked to carry out a section by section review of the Constitution.**

65 **Crime and Disorder Scrutiny**

The Assistant Chief Executive and Solicitor to the Council sought approval for co-opting additional members to the Scrutiny Board when scrutinising the work of the North Warwickshire Crime and Disorder Reduction Partnership (North Warwickshire Community Safety Partnership). Members were asked to agree a suggested course of action.

Recommended:

- a That the proposal for co-opting additional members as detailed in the report of the Assistant Chief Executive and Solicitor to the Council be agreed; and**
- b That, in consultation with the Chairman of the Scrutiny Board, the Assistant Chief Executive be authorised to administer the co-option of additional members.**

66 **HS2 – High Speed Rail Route**

The Assistant Chief Executive and Solicitor to the Council reported on the recently announced HS2 (high speed rail route), which would pass through the Borough, and requested views on the current consultation on the proposed Exceptional Hardship Scheme.

Recommended:

- a **That the Chief Executive, in consultation with the Chairman and Opposition Spokesperson, be authorized**
- (i) **to agree a joint response with the County Council, or, if appropriate, a separate response on the 'Exceptional Hardship Scheme'; and**
 - (ii) **to work with other local authorities both within the County and, if appropriate, along the route in providing information to the public about the proposals.**

67 Procurement and Commissioning Strategy 2010/11 – 2012/13

The Assistant Director (Corporate Services) presented the draft Procurement and Commissioning Strategy 2010/11 – 2012/13 for approval. The draft Strategy had been agreed by the Resources Board at its meeting on 13 April 2010.

Recommended:

That the draft Strategy provided at Appendix A to the report of the Assistant Director (Corporate Services) be approved.

68 Information Security Policy 2010 – 2012

The Assistant Director (Corporate Services) sought approval for the Council's Information Security Policy for the period 2010 - 2012. The Policy had been agreed by the Resources Board at its meeting on 13 April 2010.

Recommended

That consideration of the Information Security Policy 2010 – 2012 be deferred.

69 Minutes of the meeting of the Public Service Board held on 27 January 2010

The minutes of the meeting of the Public Service Board held on 27 January 2010 were received and noted.

70 Minutes of the meeting of the North Warwickshire Community Partnership held on Thursday 4 March 2010

The minutes of the meeting of the North Warwickshire Community Partnership held on Thursday 4 March 2010 were received and noted.

71 **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 by Schedule 12A to the Act.

72 **Staffing Matters**

Following the resignation of the Director of Community and Environment, the Chief Executive sought approval for interim arrangements and a review of the senior Management structure.

Recommended:

That in light of the resignation of the Director of Community & Environment, the Special Sub-Group be authorised

- a to put interim management arrangements in place and to agree any consequential amendments to the Constitution; and**
- b To review the senior management structure and make recommendations to Council**

C Hayfield
Chairman

MINUTES OF THE AREA FORUM EAST

20 April 2010

The Area Forum East met at 6.30pm at Mancetter Memorial Hall, Mancetter

Present: Councillor M Davis in the Chair

County Councillor / Police Authority - C Fox
Borough Councillors T Wykes, N Dirveiks, , D Pickard, A Forwood,
L Freer

In attendance: S Robson, A Rigby, M Davey - Warwickshire CC
A McLauchlan, C Bridges – North Warwickshire BC
Insp Bamford, Sgt Fildes, PCSO Kirven, PCSO Wynder –
Warwickshire Police
Andy Bates, Matt Pardoe - Warwickshire Fire Service
R Jarvis, D Clews, R Chamber – Atherstone TC; B Jayson,
J Marshall, K Evans, T Hopkins, J Arrowsmith, M Blackburn –
Mancetter PC; J Randle – Hartshill PC
H Vero, D Atkin, J McMurdo, K Wood, M Williams

1 **Apologies for Absence**

Apologies for absence were received from K Johnston, L Dirveiks, S Healy, A Macchi.

2 **Minutes and Matters Arising of the meeting held on 14 January 2010**

The minutes were agreed as a true record.

Leighton Somers, Dog Warden, NWBC is off for the foreseeable future. NWBC are using agency staff to cover the role of dog warden.

A request was made for the Forum to lobby the Chief Constable to consider extending PCSO powers to include anti dog fouling enforcement. It was agreed for Cllr Fox to include this request in her report to Police Authority.

Road Safety Dept, WCC report that there is a 7.5t weight limit on the whole length of Birchley Heath Road and on Ridge Lane.

A preliminary design for a pedestrian crossing outside Costcutter store, Hartshill has been done. Funding for the scheme has yet to be identified.

Cllr Fox in attendance as local County Councillor and representative of Warwickshire Police Authority.

The consultation period for the development of land on the existing site of Atherstone Police Station and the former magistrate courts has been extended to 7 May. It is anticipated that the Police will not be submitting an outline planning application until North Warwickshire Borough Council have made a decision on the options for future of The Council House. Borough Councillors will consider this in the summer 2010.

3 **Safer Neighbourhoods Update**

Sgt Fildes presented an update on police activity over the last 3 months and gave a summary of the progress and actions to address the Area Forum priorities chosen at the last meeting. A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes.

Points raised by Sgt Fildes:

- 46% reduction in anti social behaviour in the Forum area from 2008/09 to 2009/10.
- There were 20 reports of anti social behaviour over the last 3 months to March. 5 of these incidents were of young people playing football.
- Police officers have been trained to deliver 'tag rugby' in schools.
- Police leading on new 'Community Speed Watch' scheme which is running well in Nuneaton and Leamington. Warning letters are sent out by police to speeding motorist.
- Looking into use of CCTV to monitor car parking in Atherstone.

Further action agreed from January's Forum Priorities:

- ASB – St Mary's Rd Play Area, Atherstone. NWBC Community Development Team to run 'Activities 4 U'. Atherstone Town Council to fund lamppost conversion for mobile CCTV
- Parking – Hartshill School. PC Cox to monitor and report back.

A Bates encouraged Town / Parish Councils and residents to undertake Visual Audits to help identify any safety concerns in the community.

- For a form contact A Bates. Email andybates@warwickshire.gov.uk

C Bridges gave an update on the work undertaken by Borough Officers to deliver diversionary activities to young people in North Warwickshire.

Points raised by C Bridges:

- The Community Safety Partnership is working to agreed minimum standards. For more details. www.northwarks.gov.uk/antisocialbehaviour
- Solomon Theatre Company are delivering workshops to Yr 9 pupils to raise awareness of the impact of alcohol and drug abuse
- Number plate thefts have gone up. Free anti tamper screws are available from North Warwickshire Neighbourhood Watch. Contact T Hardman (NHW) aphardman@aol.com

Other points agreed:

- Cllr Pickard to send photos to Sgt Fildes re: parking on Upper Sheepy estate
- Sgt Fildes to feedback results of incidents involving nuisance motorbikes around Westwood Crescent / canal (Forum Priority July & October 2009)

4 **Setting Forum priorities for next 3 months**

The following priorities were agreed:

Parking – Sandwich factory, Carlyon Rd, Atherstone

Speeding – Harpers Lane / Nuneaton Rd, Mancetter

Anti social behaviour – St Mary's Play Area, Atherstone

5 **Tell us your issues**

A question was raised about the report written for NWBC on public car parking provision in Atherstone and whether this could be made available. A McLauchlan advised that the "ownership" and status of the report would need to be checked before it could be shared. Question also raised concerning should Aldi supermarket be persuaded to increase the time from 90 minutes to 2 hours for customer parking.

6 **Sustainable Community Strategy**

S Robson introduced the new North Warwickshire Sustainable Community Strategy. North Warwickshire Community Partnership has prepared the new strategy which identifies three priorities for the partnership to concentrate on through to 2026.

- Raising aspirations, educational attainment and skills
- Developing healthier communities
- Improving access to services

The partnership is made up of a wide range of organisations including the Borough and County Council, NHS Warwickshire, Warwickshire Police and the community and voluntary sector.

S Robson sought the views of the Forum in identifying local issues under the three priority headings for further discussion.

The following comments were made:

- Those on lower household incomes would be more reliant on accessing services
- Need to promote the role of parents in raising aspirations and educational attainment of children
- Need to improve access to post 16 education locally
- Support for subsidised student passes to centres of education
- Provision of Advice style café for young people to meet. Promotion of Ratcliffe Centre (County Youth Service) and forthcoming Boxing academy planned for Atherstone

- Town and Parish Councils are not acknowledged within the new strategy

7 **Funding**

C Bridges asked the Forum to consider three eligible applications to the Borough Council's Area Forum Fund. Borough councillors agreed with the recommendation to award its budget of £9,578 proportionally to all three projects leaving no further funds available for disbursement in October.

Resolved:

- Atherstone Summer in the Square awarded £705
- Atherstone Theatre Workshop awarded £4,705
- Owen Street Community Arts Centre awarded £4,168

A Rigby announced the launch in North Warwickshire of Warwickshire County Council's Community Development Fund. £36,000 is available to community groups, with a maximum request of £4,500. Application deadline is 7 June 2010.

A Rigby announced applicants were welcome to apply to County Council's Equality Budget, which provides up to £5000 to community and voluntary organisations across Warwickshire supporting minority groups, promoting community cohesion, addressing equality issues. Application deadline is 30 April 2010.

8 **Any Other Business**

Request for the minutes to identify representatives from each Parish / Town Council present at Forum meetings.

9 **Suggestions for items / themes for the next meeting**

High Speed rail link (HS2)
Nuneaton Chord (rail transport link) proposal
Volunteer Centre presentation
Atherstone Police station

10 **Date of next meeting**

Tuesday, 27 July 2010

MINUTES OF THE AREA FORUM NORTH

THURSDAY 22 APRIL 2010

The Area Forum North met at Austrey Baptist Church, Main Road, Austrey at 6.30pm.

Present: Councillor Moore in the Chair.
Borough and County Councillor May.
Borough Councillors Butcher and Smitten.

In Attendance: Cheryl Bridges, Simon Powell and Amanda Tonks – North Warwickshire Borough Council
Martin Gibbins and Jo Roberts – Warwickshire County Council
Sgt Shaun Albrighton – Warwickshire Police
Ian Francis – Chair, Warwickshire Police Authority
Andy Bates – Warwickshire Fire and Rescue Service
Beryl Grix – Austrey Parish Council
Jean Ball, Robert Critchley and John Smitten - Polesworth Parish Council
Dave and Sue Hanratty and Bill Whitmore – Dordon Parish Council
Derek Tattersall – Alvecote Residents

Apologies: Councillors Yvette Stanley, Mick Stanley, Ray Sweet and John Winter
Bob Perks – Warwickshire County Council
Louise Hargreaves – Warwickshire County Council Youth Service
Judith Tattersall – Alvecote Resident
Reverend Val Hicks – Dordon Church

1 Minutes of the Meeting of the Forum held on 21 January 2010

The minutes of the meeting of the Area Forum North, held on 21 January 2010, were agreed as a correct record and signed by the Chairman.

2 Matters Arising

Station Road, Polesworth

The following response was given on behalf of Warwickshire County Council in respect of the position of the traffic light control box on Station Road, Polesworth, which it was felt obscured drivers' views when leaving Pooley View:-

"A Traffic Control and Information Systems Engineer will undertake a site investigation. If the installation has been completed as per the design (which has been subject to a Safety Audit) then no further action should need to be taken".

A5 – Long Street, Dordon

Anyone concerned about the problems on the A5 at the Dordon island caused by traffic travelling straight on from West to East using both lanes of the dual carriageway rather than the inside lane, were encouraged to write to the Highway Agency at 5 Broadway, Broad Street, Birmingham, B15 1BL; e-mail – ha_info@highways.gsi.gov.uk; telephone – 08459 55 65 75 or 0121 335 8301.

Household Waste Recycling Centre and Waste Transfer Station, Lower House Farm

A briefing note was available on the current position regarding the Household Waste Recycling Centre and Waste Transfer Station at Lower House Farm.

3 Safer Neighbourhoods – Partners and Communities Together (PACT)

Sergeant Shaun Albrighton, Warwickshire Police, and Cheryl Bridges, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken to address the three priorities nominated by the Forum at its last meeting (anti social behaviour, Browns Lane, Dordon and surrounding area within ¼ mile; anti social behaviour, Polesworth – Abbey Green Park/Grendon Road Car Park; and anti social behaviour, Baddesley Ensor Recreation Ground). A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes online.

Andy Bates, Warwickshire Fire and Rescue Service, highlighted a publicity campaign to seek assistance from members of the public to help identify fire risk issues. The public were encouraged to carry out visual audits of risks, such as abandoned cars, blocked building exits, breeches of security of premises, fly tipping, void premises and abandoned gas cylinders. Visual Audit forms were available on request from Warwickshire Fire and Rescue Service.

Discussion then followed about the next set of priorities to take forward to the PACT Panel for this round.

It was then agreed that the priorities to be taken forward from Area Forum North were:-

- Illegal Parking – Bridge Street, Polesworth
- Anti Social Behaviour, Browns Lane, Dordon and surrounding area within ¼ mile
- Anti Social Behaviour, Polesworth – Abbey Green Park/Bridge Street

4 Public Questions

Angela Baines, Polesworth Scouts, submitted the following question:-

Polesworth Scout Group has 100 members attending every week. Our Scout Hut has been sold to developers and we are soon to be made homeless. No existing building is able to accommodate us. And despite tireless efforts pursuing 3 potential sites for a new build over the last 2 years each time we have been “led up the garden path” by other parties with our time and money wasted as eventually we have been told we cannot continue with the plans.

The continuity of this major youth service for Polesworth is now under serious threat. What can the Borough Council do to help solve our accommodation problem to ensure that Polesworth keeps its Scout Group?

The Scout Group is entirely run by volunteers. The only guaranteed public funding we receive is £2,000 p.a. from Polesworth Parish Council in return for a monthly litter pick of the village. We therefore represent excellent value for money and a Return on Investment that many other public services can only dream of.

Simon Powell, Assistant Director (Leisure and Community Development), North Warwickshire Borough Council said that he understood that the Scouts had a number of options to consider for temporary accommodation. They had also registered their interest in the Management Plan for Abbey Green Park. In addition, North Warwickshire Borough Council’s Housing Division had offered a building as temporary accommodation for the Group. Debbie Fitter, Neighbourhood Officer was the contact. To date they were waiting for a response from Angela Baines as to the suitability of the building.

Robert Critchley, Polesworth Parish Council said that he hoped that the Borough Council would pursue this matter diligently as the Scouts were in need of a new building.

Councillor Butcher explained that the idea of siting a building behind the Learning Centre could not be pursued further as the Nethersole Trust Deed did not allow for this.

Derek Tattersall (Alvecote Resident) asked that in the light of previous misunderstandings and crossed wires regarding events at Alvecote, if clarification could be given on the correct procedure for reporting fires should any more incidents occur.

Andy Bates, Warwickshire Fire and Rescue Service, explained that if the Fire Brigade was called to a fire it had to judge whether it was controlled burning or likely to spread. If it was controlled it would be left to burn out and if it was likely to spread it would be extinguished. However, the Fire Brigade was not able to make a judgement about what was being burned. If the emissions were suspect or it was a repeated nuisance, then the Borough Council's Environmental Health Division was the enforcing authority.

Mr Tattersall explained that when reporting incidents out of hours to the Borough Council, a response within three working days meant that often the incriminating evidence had gone.

It was agreed that a response be sought from the Borough Council's Environmental Health Department regarding the reporting procedure and this be forwarded on to Mr Tattersall.

5 Sustainable Community Strategy – Developing Forum Priorities

Martin Gibbins (WCC) introduced the new North Warwickshire Sustainable Community Strategy, prepared by the North Warwickshire Community Partnership, which had identified three priorities for the Partnership to concentrate on through to 2026:-

- Raising aspirations, educational attainment and skills
- Developing healthier communities
- Improving access to services

The North Warwickshire Community Partnership was made up of a wide range of organisations, including the Borough and County Councils, NHS Warwickshire, Warwickshire Police and the community and voluntary sector.

Martin Gibbins sought the views of the Forum in identifying local issues under the three priority headings for further discussion.

The following comments were made:

- Whilst there was only one GP practice covering Polesworth, Dordon and Warton, health would remain poor.
- If the percentage of people who had qualifications was measured over the whole of the population this gave a false impression as many older people did not have qualifications.
- Access to qualifications needed to be improved.

6 Funding in North Warwickshire

Councillor Butcher declared a non-pecuniary interest in this item by reason of being a Trustee of the Nunnery Gateway Trust.

Simon Powell (NWBC) asked the Forum to consider an eligible application from Polesworth Abbey Nunnery Gateway Trust for £5,000 to improve the conservation and interpretation of the Gatehouse.

Resolved:

That Polesworth Abbey Nunnery Gateway Trust be awarded a grant of £5,000.

Jo Robert (WCC) informed the Forum that Warwickshire County Council had launched its Community Development Fund for 2010/11. There was £36,000 available to community and voluntary groups in North Warwickshire with a maximum grant available of £4,500. The closing date for applications, which would need to be signed by a local County Councillor, was Monday, 7 June 2010. The North Warwickshire Area Committee would agree which projects would receive funding at its July meeting. Guidance notes and application forms could be downloaded from the County Council's website.

7 Parish Issues

Councillor Ball asked what progress was being made on the provision of public toilets in Polesworth. It was confirmed that the Borough Council had allocated money within its budget for 2010/11 for the provision of a public toilet facility in Polesworth. Richard Dobbs (NWBC) would be asked to provide an update to the next Forum meeting.

8 Future Agenda Items

Presentation on the outcomes from the Playing Pitch Strategy.

9 Any Other Business

None.

10 Future Meeting Dates

22 July 2010
26 October 2010

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE SCRUTINY BOARD

26 April 2010

Present: Councillor Swann in the Chair

Councillors Butcher, Davis, N Dirveiks, Fowler, Freer, Gordon, M Moss, Pickard and Welby.

Apologies for absence were received from Councillors Forwood, Johnston and M Stanley.

25 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillor Fowler and membership of the various Town or Parish Councils of Councillors Butcher (Polesworth), Davis (Atherstone), Freer (Atherstone) and M Moss (Kingsbury) were deemed to be declared at the meeting.

26 **Minutes**

The minutes of the Scrutiny Board held on 16 February 2010, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

27 **Complaints and Compliments Procedure April 2009 – March 2010 Annual Review**

Members were informed of the complaints and compliments received during April 2009 to March 2010.

Resolved:

That the outcome of the complaints and the service improvements identified in the report of the Assistant Chief Executive and Solicitor to the Council, be noted.

28 **Play Area Development Programme – Evaluation of Phase One**

The Assistant Director (Leisure and Community Development) invited comments upon the draft Play Area Development Programme Phase One Evaluation Report, prior to its presentation to the Community and Environment Board at its meeting to be held on 21 June 2010.

Recommendation to the Community and Environment Board:

That any comments arising from the Scrutiny Board Sub Committee upon the draft Play Area Development Programme Phase One Evaluation Report, be considered at the meeting of Community and Environment Board on 21 June 2010.

29 Playbuilder Programme

The Board was asked to note the Council's progress in respect of delivery upon its commitments within the Playbuilder Programme and to comment accordingly on the countywide organisation of this national initiative.

Resolved:

- a That the progress be noted; and**
- b That Officers discuss the countywide organisation of the Playbuilder Programme, with the Chairman of Community and Environment Board and determine how best to progress related matters, with the County Council.**

30 Impact on North Warwickshire of the Recession

The Assistant Chief Executive and Solicitor to the Council provided a presentation to the Board on the impact of the recession on North Warwickshire residents.

Resolved:

That the impact of the recession on North Warwickshire be noted.

31 Corporate Plan

The Assistant Chief Executive and Solicitor to the Council circulated the Corporate Plan for 2010/2011 for comment and suggestions for future agenda items.

Resolved:

That the Corporate Plan for 2010/2011 be noted and that Members contact the Assistant Chief Executive and Solicitor to the Council with any future agenda items to be raised.

32 Exclusion of the Public and Press

Resolved:

That under Section 1004(A) 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.

33 Recycling

The Assistant Director (Streetscape) set out a number of initiatives and schemes introduced over the last twelve months to improve its recycling services and proposed changes to the Council's Kerbside Recycling Contract.

Resolved:

- a That the schemes and initiatives introduced over the last twelve months be noted;**
- b That the focus of this Board switch from efforts to improve Recycling to encouraging Waste Minimisation.**

Recommendation to the Community and Environment Board:

That the Community and Environment Board endorse and adopt the changes to the current Kerbside Recycling Contract as set out in Paragraph 3.3 of the report of the Assistant Director (Streetscape).

S Swann
Chairman

MINUTES OF THE AREA FORUM SOUTH

Tuesday 27 April 2010

The Area Forum South met at Corley Village Hall, Corley at 7.00pm.

Present: Councillor Hayfield in the Chair.

Councillors Fowler, Fox, Gordon, Sherratt, Smith, Zgraja

In Attendance: Steve Maxey, Robert Beggs, Jaki Douglas – North Warwickshire Borough Council
Joanne Rhodes, Cheryl Jones & Martin Gibbins – Warwickshire County Council
Sgt Ron Drake, PC Andy Hopkins, PCSO Jane Owen, PCSO Phil McGuinness – Warwickshire Police
Andy Bates – Warwickshire Fire and Rescue Service
A Johnson, S Ricketts, W Hill – Ansley Village
L Finch, C Dyson, C Atkin, A Gale, G Gibson, K Ward, M. Hartley, H. Ciccantelli – Corley
G Read - Fillongley
J Poole – Shustoke & Maxstoke Parish Council Clerk
B Martin, K Sansome – Ansley Parish Council
P Wardley – Fillongley Parish Council
J McDonald – Corley Parish Council

Plus 13 other members of the public

1 Apologies for absence

None received

2 Minutes

The minutes of the meeting of the Area Forum South, held on 28 January 2010 were agreed as a true record and signed by the Chairman.

3 Matters Arising

The business case for the development of the new medical centre off Rectory Road, North Warwickshire, is going to the PCT Board on the 12th May 2010. The developers of the new medical centre are Brackley Investments, an experienced Primary Care Centre development company. The development should be delivered by Autumn 2011.

4 Safer Neighbourhoods Update

Sergeant Ron Drake, Warwickshire Police and Robert Beggs, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken to address the three priorities nominated by the Forum at its last meeting. A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes online.

Steve Maxey informed the Forum that work was still on going by Borough Council officers with regard to abandoned vehicles in Ansley Common.

Issues raised included:

- The visibility of Police involved in speed checks. It was explained that as part of the risk assessment process all involved in speed checks were required to wear high visibility jackets.
- Motorbikes on the A446 towards Bassetts Pole Island on Tuesdays

Discussion then followed about the next set of priorities. It was then agreed that the priorities to be taken forward from Area Forum South were:-

- Nuisance motorbikes, Gun Hill, Arley
- Travellers site, Highfield Lane, Corley
- Fly tipping, especially tipping of vehicle tyres (particularly in Packington, Maxstoke, Corley and Fillongley)

5 Public Questions & Parish Issues

No public questions were received.

The issue of the continued occupation by travellers of a site in Highfield Lane Corley was raised. It was agreed that the County Councils Gypsy & Traveller Services Officer be invited to attend the next meeting of the Forum to provide an update on this site and more generally with regard to travellers issues.

It was also agreed that responsibility for paying utility costs at the site would be confirmed and the information circulated.

6 Promoting Local Volunteering

Jane White North Warwickshire Volunteer Centre introduced the issue of volunteering. It was recognised as an important issue for community groups and organisations. In response to a question Jane indicated that whilst there was no minimum age for a volunteer most are 16 and older due to issues of insurance, health and safety, child protection etc.

7 Sustainable Community Strategy – Developing Forum Priorities

Joanna Rhodes introduced the new Sustainable Community Strategy for the Borough and what it means for Area Forum South. Following the introduction a number of issues were raised including:

- a. The link between health, young people and the Play Strategy for the Borough
- b. The need to inspire children, in particular the importance of the role parents can play
- c. The impact of children going out of the area for their education particularly into Coventry

It was agreed that consideration to the priority of Educational Attainment, aspiration and skills should be considered at the July meeting.

8 Funding including Area Forum Fund

The following grants were agreed:

Ansley Parish Council – Improvements to play facilities – grant £2520

Arley Parish Council – Purchase of 2 grit bins – grant £130

Shustoke Parish Council - Fencing around play area – grant £570

9 Items for Future Meetings

Playing Pitch Strategy

10 Future Meeting Dates

Tuesday 13 July 2010 – Coleshill Town Hall

Thursday 21 October 2010

MINUTES OF THE AREA FORUM WEST

29 April 2010

The Area Forum West met at Water Orton Primary School, Water Orton at 6.30pm.

- Present:** Borough Councillor Payne in the Chair
Borough and County Councillor B Moss
Borough Councillors Lewis, M Moss, Phillips and Swann.
- In attendance:** Linda Bird, Jenny Price, Jaki Douglas and Robert Beggs - North Warwickshire Borough Council
Alistair Rigby – Warwickshire County Council
Sergeant Shaun Albrighton, and PCSO's Warwickshire Police
Andy Bates – Warwickshire Fire and Rescue
Carl Lewis – Water Orton Primary School
Jean and Ian Thomas – Piccadilly Community Association
Steve and Sue Turner – Wood End Community Association
Robin Pearson – Coleshill and District Civic Society
Richard Hemphill – Nether Whitacre
H Hodgins, J Barker, and Keith Jacob – Residents
Kevin Oakley – Lea Marston Parish Council
Wendy Rees and Lynda Davies – Water Orton Parish Council
Vivienne Wright and J E Pickworth – Nether Whitacre Parish Council
John McPhail – Warwickshire Police Authority
Alan Vaughton, Paulette Ross, Anne Rimmer and Louise Baudet – Curdworth Parish Council
- Apologies:** June Evans, Councillor Lea, Bob Perks, Keith Woodward and Carol Fox.

1 Minutes of the meeting held on 4 February 2010

The minutes of the meeting held on 4 February 2010 were agreed as a true record and signed by the Chairman.

2 Matters Arising

New Road Signage at Wood End

Alistair Rigby (WCC) confirmed that in the event that the road signs at Wood End are erected by the Highways Authority no planning permission

would need to be sought from the Borough Council. The Local Highway Authority enjoys permitted development rights to erect traffic signs within and adjacent to the highway.

3 Safer Neighbourhoods – Partners and Communities Together (PACT)

Sergeant Shaun Albrighton, Warwickshire Police, together with Robert Beggs, North Warwickshire Borough Council presented a summary of the progress and actions that had been undertaken on the three PACT priorities nominated by the Forum at its last meeting. A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes.

Andy Bates, Warwickshire Fire and Rescue Service, highlighted a publicity campaign to seek assistance from members of the public to help identify fire risk issues. The public were encouraged to carry out visual audits of risks such as abandoned cars, blocked building exits, breaches of security of premises, fly tipping, void premises and abandoned gas cylinders. Visual Audit forms were available by emailing Andy Bates – andybates@warwickshire.gov.uk

A general discussion then followed about the next set of priorities to take forward for this round.

It was decided that the priorities to be taken forward from Area Forum West were:-

- Anti-Social Behaviour – Wood End
- Anti-Social Behaviour and vehicle crime – Train station car park, Water Orton
- Speeding – Tamworth Road (B4098) Whitacre and Coton Road, Nether Whitacre.

Subsequently it was ascertained that because of health and safety issues it would not be possible to carry out speed checks on Tamworth Road (B4098) due to the 50mph speed limit. However, the Police would investigate any survey data available.

With the consent of the Chairman it was agreed that the third priority would be amended to;

- Speeding – Station Road and Coton Road, Nether Whitacre.

4 Water Orton School – Update

Carl Lewis, Head teacher, Water Orton Primary School, thanked the local PCSO's and Andy Bates (Warwickshire Fire and Rescue) for the work they had done with the school.

Carl outlined his aspirations for the community and the school, which included;

- development of the parents advice drop-in centre to the wider community;
- working with the community to promote a healthy lifestyle, including the displacement of cars from outside the school; and
- development of responsible citizens of the future.

However, Carl raised three areas of concern which were parking and transportation, impact of housing development in Water Orton and the High Speed Rail Link. Carl requested that he was kept informed of any future developments in Water Orton so he could signpost the local community for advice.

Warwickshire County Council would be taking the lead on the High Speed Rail Link and a briefing note was made available at the meeting and was also available at Water Orton and Coleshill libraries.

5 Public Questions and Parish Issues

An issue was raised on behalf of a resident of Curdworth concerning the length of time taken (13 days) by the Borough Council to collect bulky waste items. It was stated that the resident had an offer from someone else to take items away but couldn't take it up because they had paid up front for the service.

Lea Marston Parish Council raised issues concerning the holding of car boot sales and the condition the site was left in after the sales. A request was made that a set of conditions be attached to the car boot sale application.

It was agreed that an officer from the Council be requested to attend a future meeting and an item on car boot sales be included on the agenda.

6 Sustainable Community Strategy – Developing Forum Priorities

Robert Beggs (NWBC) informed the Forum of the background to the North Warwickshire Community Partnership. The partnership is made up of a wide range of organisations including the Borough and County Council, NHS Warwickshire, Warwickshire Police and other partners including community and voluntary sector groups. The partnership had recently developed a new Sustainable Community Strategy 2009-2026 to replace the existing North Warwickshire Sustainable Community Plan 2006 -2009.

A consultation process was carried out and collation of an evidence base to identify local priorities for the area. These were identified as;

- raising aspirations, educational attainment and skills;
- developing healthier communities; and
- access to services.

The partnership sought views from members of the Forum to identify local proposals for future more detailed discussion as how the priorities can be addressed in their areas.

An issue of school funding was raised and a request made for an explanation of how education funding is allocated. It was perceived that North Warwickshire as a rural area was losing out to schools in more urban areas in the Warwickshire, eg schools in Nuneaton and Bedworth area. An example given was the post of Parent Support Adviser being self-funded in North Warwickshire but funded by the local authority elsewhere.

7 Funding in North Warwickshire

Jaki Douglas (NWBC) asked the Forum to consider two eligible applications for funding. The total sum requested from the applicant organisations was £9,600. To ensure that the Area Forum West did not exceed its budget, both of the awards were proportionately reduced from the organisations requested sum.

Resolved:

That the following proportionately reduced grants be awarded;

- **That Kingsbury Methodist Church Outreach Group be awarded a grant of £3,956; and**
- **That Rapid Aid – Community First Response be awarded a grant of £4,044.**

Alistair Rigby (WCC) announced the launch of the Warwickshire County Council Community Development Fund. £36,000 was available to community groups, with a maximum request of £4,500. Application deadline was 7 June 2010.

8 Future Agenda Items

- Car Boot sales
- Future presentation on High Speed Rail Link.
- Play Strategy
- Sustainable Community Strategy – details and discussion.

9. Any Other Business

None.

10. Date of Next Meeting

Thursday 29 July 2010 – venue to be confirmed.

Chairman