

AGENDA

and

MINUTES of BOARDS and COMMITTEES

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

**THE COUNCIL HOUSE
ATHERSTONE**

on

29 June 2011

at

6.30pm

North Warwickshire Borough Council

Jerry Hutchinson LLB MBA Solicitor

Chief Executive

The Council House

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Atherstone

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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 : 21 June 2011

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 29 June 2011 at 6.30pm. The Reverend Philip Wells, 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 Barber (Ansley), Butcher (Polesworth) Davis (Atherstone), Freer (Atherstone), Lewis (Kingsbury), Moore (Baddesley Ensor), Morson (Dordon), B Moss (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury), Pickard (Atherstone), M Stanley (Polesworth), Y Stanley (Polesworth) and Winter (Dordon) 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 18 May 2011 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 **Planning and Development Board** - 23 May 2011 (Pages 10 - 15) and 20 June 2011 (to follow)
 - b **Licensing Committee** – 6 June 2011 (Pages 16 - 17)
 - c **Resources Board** - 6 June 2011 (Pages 18 - 20)
 - d **Community and Environment Board** – 13 June 2011 (Pages 21 - 23)
 - e **Executive Board** – 27 June 2011 (to follow)
- 8 To receive and consider any Notice of Motion under with Standing Order No. 10.
- 9 To authorise the Chief Executive, in accordance with Article 13.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council.

Yours faithfully

Chief Executive

**MINUTES OF THE ANNUAL MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE
COUNCIL HOUSE, ATHERSTONE ON WEDNESDAY 18 MAY 2011**

Present: Councillor Johnston in the Chair.

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

Apologies for absence were received from Councillors Freer and May.

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

Before the commencement of business, the Reverend Tony Tooby led the Council in Prayer.

1 Election of Mayor

It was proposed by Councillor Hayfield and seconded by Councillor Sherratt that Councillor Davis be elected Mayor of the Borough of North Warwickshire for the ensuing year.

It was then proposed by Councillor A Stanley and seconded by Councillor Sweet that Councillor Butcher be elected Mayor of the Borough of North Warwickshire for the ensuing year.

In accordance with Standing Order No11(3) the recorded vote was as follows

For DAVIS – Councillors Barber, Davis, Fowler, Fox, Hayfield, Holland, Humphreys, Johnston, Lea, Payne, Sherratt, Simpson, Smith, Watkins and Wykes (15)

For BUTCHER – Councillors Butcher, L Dirveiks, N Dirveiks, Ferro, Forwood, Lewis, Moore, Morson, B Moss, M Moss, Phillips, Pickard, A Stanley, M Stanley, Y Stanley, Sweet, Turley and Winter (18)

The Mayor then declared that Councillor Butcher be elected Mayor of the Borough of North Warwickshire for the ensuing year.

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

Councillor Butcher in the Chair

Councillor Butcher thanked Council Members for the honour they had bestowed on him. He also paid tribute to the seven Councillors who had either not stood or lost their seats at the recent elections.

2 **Retiring Mayor**

The Mayor presented Councillor Johnston and her Consort with their past Mayor's and Consorts's Badges. Councillor Johnston then thanked Members, Officers and the people of North Warwickshire for their support during her year in office.

Members also thanked the Deputy Mayor Councillor Davis and his consort for their contribution during their year in office.

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

RESOLVED:

That the Council places on record its thanks to Councillors Johnston and Davis for their service to North Warwickshire during their year in office.

3 **Declarations of Interest**

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, B Moss and Sweet and membership of the various Town or Parish Councils of Councillors Barber (Ansley), Butcher (Polesworth), Davis (Atherstone), Lewis (Kingsbury), Moore (Baddesley Ensor), Morson (Dordon), B Moss (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury), Pickard (Atherstone), M Stanley (Polesworth), Y Stanley (Polesworth) and Winter (Dordon) all of which interests were deemed to be declared at this meeting.

4 **Minutes**

The minutes of the meeting of the Council held on 27 April 2011 were approved as a correct record and signed by the Mayor.

5 **Appointment of Deputy Mayor**

It was proposed by Councillor Pickard and seconded by Councillor Forwood and

RESOLVED:

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

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

Councillor L Dirveiks thanked Council Members for the honour they had bestowed on her.

6 **Mayor's Announcements**

The Mayor announced:

- that an induction afternoon for all Members was being held on Wednesday 25 May 2011;
- that his Civic Dinner would be held in early March 2012 at Oakridge Golf Club;
- that his annual charity golf day was being held at the Belfry on 17 April 2012; and
- that details of the charities he would be supporting during his year of office would be announced in due course.

7 **Returning Officer's Report**

The Chief Executive submitted his report as Returning Officer upon the election of Councillors for the Borough held on 5 May 2011, which was received.

Tributes were paid to those former Members who had either not stood, or failed to be re-elected, at the recent elections.

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

RESOLVED:

That the Council place on record its thanks to those Councillors who had either not stood or who were not re-elected at the elections on 5 May 2011.

8 **Numbers and Appointments to Boards/Committee, Area Forums and Portfolios**

A schedule of numbers and appointments to the Boards, Committee, Area Forums and Portfolios and the Chairmen and Vice-Chairmen thereof was placed before the Council. In placing the schedule before the Council, Councillor M Stanley gave notice of his Group's intention to review the Constitution at an early opportunity.

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

RESOLVED:

That, subject to the appointment of Councillor Humphreys in place of Councillor Fox on the Licensing Committee, the Constitution of Boards, Committee, Area Forums and Portfolios for 2011/12 and the appointment of Members thereon and the Chairmen and Vice-Chairmen thereof, as shown in Schedule 1 hereto, be approved.

9 Appointments to Outside Bodies

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

RESOLVED:

That the appointment of representatives of the Council to serve on outside bodies for 2011/12, as shown in Schedule II hereto, be approved.

10 Common Seal

It was proposed by Councillor Winter, seconded by Councillor Sweet 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 2011/2012 AND THE APPOINTMENT OF MEMBERS AND THE CHAIRMAN AND VICE-CHAIRMAN THERETO

Executive Board (15)

- 1 Leader - Cllr M Stanley
- 2 Cllr Sweet (Vice-Chair)
- 3 Cllr Moore
- 4 Cllr Phillips
- 5 Cllr B Moss
- 6 Cllr Lewis
- 7 Cllr Morson
- 8 Cllr Winter
- 9 Cllr Hayfield
- 10 Cllr Davis
- 11 Cllr Fox
- 12 Cllr May
- 13 Cllr Simpson
- 14 Cllr Smith
- 15 Cllr Watkins

Community & Environment Board (15)

- 1 Deputy Leader – Cllr Phillips
- 2 Cllr Lewis (Vice-Chair)
- 3 Cllr A Stanley
- 4 Cllr Ferro
- 5 Cllr L Dirveiks
- 6 Cllr Turley
- 7 Cllr M Moss
- 8 Cllr Forwood
- 9 Cllr May
- 10 Cllr Fox
- 11 Cllr Freer
- 12 Cllr Holland
- 13 Cllr Payne
- 14 Cllr Sherratt
- 15 Cllr Wykes

Resources Board (15)

- 1 Deputy Leader - Cllr Moore
- 2 Cllr Morson (Vice-Chair)
- 3 Cllr Y Stanley
- 4 Cllr Winter
- 5 Cllr N Dirveiks
- 6 Cllr Ferro
- 7 Cllr Forwood
- 8 Cllr M Stanley
- 9 Cllr Smith
- 10 Cllr Fowler
- 11 Cllr Hayfield
- 12 Cllr Johnston
- 13 Cllr Lea
- 14 Cllr Payne
- 15 Cllr Watkins

Planning and Development Board (15)

- 1 Deputy Leader - Cllr Sweet
- 2 Cllr Winter (Vice-Chair)
- 3 Cllr B Moss
- 4 Cllr Butcher
- 5 Cllr L Dirveiks
- 6 Cllr A Stanley
- 7 Cllr Turley
- 8 Cllr Phillips
- 9 Cllr Simpson
- 10 Cllr Barber
- 11 Cllr Holland
- 12 Cllr Humphreys
- 13 Cllr Lea
- 14 Cllr Sherratt
- 15 Cllr Wykes

Scrutiny Board (15)

- 1 Chairman - Cllr Pickard
- 2 Cllr Butcher
- 3 Cllr N Dirveiks
- 4 Cllr Y Stanley
- 5 Cllr M Moss
- 6 Cllr B Moss
- 7 Cllr Winter
- 8 Cllr Turley
- 9 Cllr Fowler (Vice-Chair)
- 10 Cllr Barber
- 11 Cllr Davis
- 12 Cllr Freer
- 13 Cllr Hayfield
- 14 Cllr Humphreys
- 15 Cllr Johnston

Licensing Committee (15)

- 1 Councillor Morson (Chairman)
- 2 Councillor Sweet
- 3 Councillor M Moss
- 4 Councillor A Stanley
- 5 Councillor Pickard
- 6 Councillor Lewis
- 7 Councillor Butcher
- 8 Councillor Y Stanley
- 9 Councillor Payne (Vice-Chair)
- 10 Councillor Davis
- 11 Councillor Humphreys
- 12 Councillor Freer
- 13 Councillor Sherratt
- 14 Councillor Watkins
- 15 Councillor Wykes

Portfolio Holders

- Housing - Cllr Winter (Shadow Cllr Johnston)
- Countryside and Heritage – Cllr L Dirveiks (Shadow Cllr May)
- Safer Communities - Cllr Morson (Shadow Cllr Fox)
- Health, Wellbeing and Leisure - Cllr Pickard (Shadow Cllr Hayfield)
- Environment – Cllr Lewis (Shadow Cllr Payne)
- Community Life - Cllr A Stanley (Shadow Cllr Freer)
- Resources – Cllr Forwood (Shadow Cllr Lea)

Standards Committee

- 1 Cllr M Moss
 - 2 Cllr Y Stanley
 - 3 Cllr Pickard
 - 4 Cllr Humphreys
 - 5 Cllr Johnston
- (Plus 2 Parish Council representatives and 3 independent members)

Special Sub-Group

- 1 Cllr M Stanley
- 2 Cllr Sweet
- 3 Cllr Moore or Phillips
- 4 Cllr Hayfield
- 5 Cllr Smith

Area Forums

North

Cllr Moore
Cllr Sweet
Cllr Morson (Co-ordinator)
Cllr Winter
Cllr M Stanley
Cllr Y Stanley
Cllr A Stanley
Cllr Butcher
Cllr May
Cllr Humphreys

South

Cllr Fowler
Cllr Ferro
Cllr Watkins
Cllr Sherratt (Co-ordinator)
Cllr Smith
Cllr Hayfield
Cllr Turley
Cllr Fox
Cllr Barber

East

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

West

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

**REPRESENTATION ON OUTSIDE BODIES
FROM AREA FORUMS**

A Appointments made for a period of one year expiring in May 2012 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)
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 2012 except where stated otherwise

Body	Representation	Name
Age UK – Warwickshire	1 plus substitute	Councillor Forwood Substitute: Councillor Payne
Industrial Communities Alliance	2	Councillors Morson and Sweet
Beeline Community Car Service	1 plus substitute	Councillor Lewis Substitute: Councillor Freer
Best Village of the Year (Warwickshire Rural Community Council)	1 plus substitute	Councillors Moore Substitute: Ferro
Birmingham Airport Consultative Committee	1	Councillor Ferro
Court of the University of Warwick and Court of the University of Birmingham	1	The Mayor during term of office.
Credit Union	1	To be nominated
Executive Group of LEADER Project	1	Councillor M Stanley
Hams Hall BID Project	1	Councillor Ferro
Health Improvement Steering Group	1	Councillor Pickard
Local Government Association	1	Leader of the Council – Councillor M Stanley Substitute: Councillor Sweet
Local Government Association Rural Commission	1	Councillor B Moss
Local Government Association – Fourth Option Special Interest Group	1	Councillor Phillips
Local Government Information Unit	1 plus substitute	Councillor Morson Substitute: Councillor Lea
Local Members' Committee of Warwickshire Community and Voluntary Action (WCAVA)	1 Plus substitute	Councillor Moore Substitute: Councillor Barber

Body	Representation	Name
North Warwickshire Arts Council	2 plus substitutes	Councillor L Dirveiks and Councillor Davis Substitutes: Councillor N Dirveiks and Councillor Wykes
North Warwickshire Citizens Advice Bureau – Management Committee	1	Mayor
North Warwickshire Community Partnership	3	Councillors A Stanley, Phillips and Hayfield
North Warwickshire Community Safety Partnership	2	Portfolio Holder and Shadow Portfolio Holder for Safer Communities
Nuneaton and Bedworth and North Warwickshire Building Control Steering Group	2	Councillors Sweet and Simpson
Sparse	1 plus substitute	Councillor Phillips Substitute Councillor Morson
Superannuation Fund Consultative Board [Appointment no longer required]	1	Chairman of Resources Board – Councillor Moore
Supporting People	2	Councillors Moore and Sweet
Warwickshire Children's Trust Executive Board	1	Councillor A Stanley
Warwickshire County Council – Adult Social Care and Health Overview and Scrutiny Committee	1	Councillor Pickard
Warwickshire County Council Overview and Scrutiny Board	1 plus substitute	Councillor Pickard Substitute: Councillor Fowler
Warwickshire Partnership	1	Leader of the Council
Warwickshire Rural Community Council- Executive Committee	1 plus substitute	Councillor M Moss Substitute: Councillor May
Warwickshire Rural Community Council – Project Committee	1	Councillor M Moss
Warwickshire Safer and Stronger Communities Board		Portfolio Holder for Safer Communities
Warwickshire Waste Partnership	1 plus substitute	Councillor Phillips Substitute: Councillor Lewis
West Midlands Councils	1 plus substitute	Leader of the Council – Councillor M Stanley Substitute: Councillor Sweet

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 PLANNING AND DEVELOPMENT BOARD

23 May 2011

Present: Councillor Sweet in the Chair.

Councillors Butcher, L Dirveiks, Holland, Humphreys, Lea, B Moss, Sherratt, Simpson, A Stanley, Winter and Wykes

Apologies for absence were received from Councillors Barber, Phillips and Turley.

1 **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 Butcher (Polesworth), B Moss (Kingsbury) and Winter (Dordon) were deemed to be declared at this meeting.

Councillor B Moss declared a personal interest in Minute No 8 (Breaches of Planning Control - Recreation Ground off Tamworth Road, Kingsbury) by reason of being a member of Kingsbury Parish Council.

2 **Minutes**

The minutes of the meetings of the Board held on 14 March, 23 March and 11 April 2011, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

3 **Planning Applications**

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

Resolved:

- a **That, provided the applicant first enters into a Section 106 Agreement as varied to allow the provision and first occupation of 4 affordable dwellings within 2 years (failing which 6 affordable dwellings are to be provided) alongside the unchanged contribution towards open space, Application No 2008/0369 (151 Plank Lane, Water Orton) be approved subject to conditions outlined in Appendix A to the report of the Head of Development Control;**

b That, provided the applicant first enters into a Section 106 Agreement as set out in the report of the Head of Development Control, Application No 2009/0420 (Almshouses, Church Lane, Middleton) be approved subject to the conditions set out in the said report and to an additional condition relating to a routing agreement for construction traffic;

c That Application No 2010/0058 (Grimscote Manor, Lichfield Road, Coleshill) be approved subject to the following additional condition

“The marquee hereby approved shall be removed from the site before 31 May 2014, and the land reinstated to a grassed area, to the written satisfaction of the Local Planning Authority.”

Details relating to the provision of car parking spaces shall be reported to the Board and plans submitted shall clearly identify the location of the marquee.

d That in respect of Grimscote Manor, Lichfield Road, Coleshill, provided the access improvements and on-site car parking provision required under conditions (iv) and vi) of planning permission No 2010/0058, are implemented on site and that conditions (v) and (vii) are subsequently discharged, then it is not considered expedient to institute enforcement proceedings against the use of the George Lewis Suite for functions for the reasons set out in the report of the Head of Development Control;

e That Application No 2010/0315 (108 Long Street, Atherstone) be refused for the following reason:

“The site lies in the Atherstone Conservation Area whose character and appearance in this location is marked by an openness that derives from the retention of historic rear gardens and yards. There are a number of rear elevations to Listed Buildings that overlook this space. It is considered that the built form, with its massing and extended footprint would have an adverse impact on the character and appearance of this part of the Conservation Area by enclosing the view over this open area; reducing the openness of the Area, also reducing in the loss of views of those rear elevations, and introducing a built form that is out of keeping. This proposal does not therefore accord with saved Policies ENV15 and ENV16 of the North Warwickshire Local Plan 2006, together with Government Planning Policy in PPS5.”

- f **That Applications No 2011/0046 and 2011/0048 (Atherstone Garage, 157-159 Long Street, Athertstone) be approved subject to the amendment of conditions 1 to read 'three years'.**

4 **Government Consultation Paper – Use Classes Order**

The Head of Development Control reported that the Government had published a consultation paper on proposed changes to the Town and Country Planning (Use Classes) Order and the Board was informed of the proposals.

Resolved:

That the Council is certain that there are no benefits in this proposal for North Warwickshire, given the Authority's priorities of promoting sustainable development, and encouraging job and employment creation within the Borough.

5 **Tree Preservation Order – 18 Minworth Road, Water Orton**

The Head of Development Control reported that a Tree Preservation Order had recently been made and the period for representations had passed. Having considered the representations received, the Board was invited to confirm the Order.

Resolved:

That the Tree Preservation Order made in respect of an Ash tree at 18 Minworth Road, Water Orton be confirmed without modification.

6 **Waste Development Framework - Core Strategy - Emerging Spatial Options consultation (March 2011)**

Under Section 100B(4)(b) of the Local Government Act 1972 the Chairman had agreed to the consideration of this item by reason of the urgent need to respond to the consultation document prior to the deadline.

The Assistant Chief Executive and Solicitor to the Council reported on the Warwickshire County Council's Waste Development Framework - Core Strategy - Emerging Spatial Options consultation document (March 2011) and the Board was invited to consider suggested responses to the questions raised in the document.

Resolved:

That, together with the issues raised at the meeting, the comments set out in Appendix 1 to the report of the Assistant Chief Executive and Solicitor to the Council be sent to Warwickshire County Council as the Borough Council's response to the consultation document.

7 Exclusion of the Public and Press

Resolved:

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

8 Breaches of Planning Control

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

Resolved:

- a That in respect of the Recreation Ground off Tamworth Road, Kingsbury in the circumstances set out in the report of the Head of Development Control, it is not considered expedient to take enforcement action in this case, but that the parties involved be requested to continue their dialogue; and**
- b That in respect of Lynwyn, Botts Green Lane, Over Whitacre**
 - i the owner be notified in writing that the alterations undertaken to the outbuilding as requested by the Council in its letter of 15 February 2011, are now satisfactory and that no further action will be taken on this particular matter; and**
 - ii That based on the matters brought to the attention of the Board in the report, the Enforcement Notice dated 24 February 2011 relating to this property be withdrawn.**

9 **Ash End Farm, Middleton – Temporary Stop Notice**

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

The Head of Development Control reported on the emergency action taken in respect of unauthorised building operations at Ash End Farm, Middleton.

Resolved:

That the action taken concerning the issue of a Temporary Stop Notice in respect of the breach of planning control at Ash End Farm, Middleton be noted.

R Sweet
Chairman

**Planning and Development Board
23 May 2011
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5/2	2009/0420	Middleton Parish Council	Representations	11/5/11
		Middleton Parish Council	Representations	15/5/11
5/3	2010/0058	Head of Development Control	Letter	12/4/11
		Environmental Health Officer Case Officer Site Visit Note	E-mail	20/4/11
			E-mail	12/5/11
			Note	21/5/11
5/4	2010/0315	Atherstone Civic Society	Objection	23/5/11

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE LICENSING COMMITTEE

6 June 2011

Present: Councillor Morson in the Chair

Councillors Butcher, Davis, Humphreys, Lewis, M Moss, Pickard, Sherratt, A Stanley, Y Stanley, Sweet and Watkins

Apologies for absence were received from Councillors Freer, Payne and Wykes.

1 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillor Sweet and any personal interests arising from membership of the various Town or Parish Councils of Councillors Butcher (Polesworth), Davis (Atherstone), Lewis (Kingsbury), Morson (Dordon), M Moss (Kingsbury), Pickard (Atherstone) and Y Stanley (Polesworth) were deemed to be declared at this meeting.

2 **Minutes**

The minutes of the meeting of the Committee held on 31 January 2011, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

3 **Local Government (Miscellaneous Provisions) Act 1982 – Policy in respect of licensing sex establishments and sexual entertainment venues**

The Committee was invited to consider the adoption of a policy in respect of the licensing of sex shops and sex cinemas and also for 'sexual entertainment venues' such as lap dancing clubs. The Committee was also asked to agree a scale of charges for the licences.

Recommended:

- a **That the policy relating to the licensing of sex establishments set out in Appendix A to the report of the Assistant Chief Executive and Solicitor to the Council be adopted;**
- b **That the proposed scale of charges set out in the said report in respect of the licensing sex establishments be agreed; and**

c That the following be added as item (e) to Section 3.2 of the Policy:

(e) Places of particular public interest in particular historic buildings, conservation and heritage sites.

4 Taxi Licensing – Increase In Fees For Enhanced CRB Checks

The Committee was asked to note action taken by the Chief Executive under his emergency powers, following consultation with the Chairman and the Opposition Spokesperson, to approve an increase in the cost of an Enhanced CRB for taxi drivers check due to an increase in the fee charged by the Criminal Records Bureau.

Resolved:

a That the action taken by the Chief Executive under his emergency powers, following consultation with the Chairman and the Opposition Spokesperson, to approve an increase in the cost of an Enhanced CRB check by £8.00 with effect from 6 April 2011 be noted; and

b That the change in policy and requirement for the Council to now only request a standard CRB check for taxi drivers be noted.

5 Licensing Work Programme 2010/11

The Committee was invited to note the achievements of the Licensing section against the work programme for 2010/11.

Resolved:

That the achievements of the Licensing section against the work programme for 2010/11 be noted.

P Morson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

6 June 2011

Present: Councillor Moore in the Chair

Councillors N Dirveiks, Ferro, Forwood, Fowler, Hayfield, Johnston, Lea, Morson, M Stanley, Y Stanley, Watkins and Winter.

Apologies for absence were received from Councillors Payne and Smith.

Councillors Sweet, Phillips and Humphreys were also in attendance.

Councillor Moore thanked Councillor Smith for his contribution as Chairman of the Resources Board over the last eight years.

1 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler Hayfield and Lea, and membership of various Parish Councils of Councillors Moore (Baddesley), Morson and Winter (Dordon) and M Stanley and Y Stanley (Polesworth) were deemed to be declared at the meeting.

2 **Minutes**

The minutes of the meeting of the Board held on 28 March 2011, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

3 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2010 – March 2011**

The Chief Executive and the Deputy Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April 2010 to March 2011.

Resolved:

That the report be noted.

4 New Human Resource Policies

The Assistant Director (Finance and Human Resources) advised Members of the background to the new policies on retirement, secondment and health and wellbeing and recommended the adoption of the policies by the Council.

Resolved:

- a That the Retirement Policy and Procedure be adopted;**
- b That the Secondment Policy and Procedure be adopted;
and**
- c That the Health and Wellbeing Policy be adopted.**

5 Treasury Management Revised Annual Investment Strategy

The Deputy Chief Executive reported on a revised Annual Investment Strategy for 2011/12.

Resolved:

That the revised Annual Investment Strategy for 2011/12 be approved.

6 Internal Audit – Performance for 2010/11

The Deputy Chief Executive detailed the progress of the Council's Internal Audit function against the agreed plan of work for 2010/11.

Resolved:

That the report be noted.

7 Members' Allowances Out-turn for 2010/11

The Assistant Director (Finance and Human Resources) advised Members of the allowances paid for 2010/11 which the Council had a duty to publish under the Members' Allowance Scheme.

Resolved:

That the report be noted subject to items requested being clarified.

8 Collection Progress for Sundry Debts 2010/11 and Prompt Payment of Creditor Invoices, LPI 8

The Assistant Director (Finance and Human Resources) advised Members of the collection progress for Sundry Debts in 2010/11 and highlighted the performance of LPI 8, Prompt Payment of Creditor Invoices.

Resolved:

That the report be noted.

9 Review of Existing Human Resource Policies

The Assistant Director (Finance and Human Resources) reported on the review and updating of a number of existing policies.

Resolved:

- a That the revised Training and Development Policy be approved;**
- b That the revised Dignity at Work Policy be approved;**
- c That the revised Grievance Policy be approved; and**
- d That the revised Job Share Policy be approved.**

J Moore
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

13 June 2011

Present: Councillor Phillips in the Chair

Councillors L Dirveiks, Ferro, Forwood, Fox, Freer, Holland, Lewis, May, M Moss, Payne, Sherratt, A Stanley, and Wykes.

An apology for absence was received from Councillor Turley.

1 **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 Freer (Atherstone), Lewis, M Moss and Phillips (Kingsbury), were deemed to be declared at the meeting.

2 **Minutes**

The minutes of the meeting held on 21 March 2011, copies having been previously circulated were approved as a correct record and signed by the Chairman.

3 **Works to Trees in a Conservation Area**

The Assistant Director (Leisure and Community Development) advised the Board on the outcome of consultation with the Planning and Development Board in respect of the proposed felling of a tree in the Atherstone Conservation Area.

Resolved:

That the resolution of the Planning and Development Board in respect of the felling of a tree in the Atherstone Conservation Area and the intention to carry out compensatory planting in the autumn / winter of 2011, be noted.

4 **North Warwickshire LEADER Programme – Progress Report**

The Assistant Director (Leisure and Community Development) provided the Board with background information on the North Warwickshire LEADER programme and updated Members on the progress made to date. The Board was also informed of recent national changes that have affected the delivery of the local programme.

Resolved:

That the progress made in respect of the delivery of the North Warwickshire LEADER programme, be noted.

5 Budgetary Control Report 2011/2012 – Period Ended 31 May 2011

The Assistant Director (Finance and Human Resources) reported on the expenditure and income from the period 1 April 2011 to 31 May 2011.

Resolved:

That the report be noted.

6 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2010 – March 2011

Members were informed of progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Community and Environment Board for April 2010 to March 2011.

Resolved:

That the report be noted.

7 Provision and Management of an Artificial Grass Pitch at Queen Elizabeth School and Sports College, Atherstone

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

Resolved:

That consideration of this matter be deferred until later in the meeting following the withdrawal of the public and press.

8 Environmental Health Service Plans

The Board was requested to approve the service plans for 2011/12 food safety and health and safety at work functions of the Environmental Health Division.

Resolved:

That the 2011/12 work programmes for the food safety and health and safety at work functions of the Environmental Health Division, be approved.

9 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.

10 Provision and Management of an Artificial Grass Pitch at Queen Elizabeth School and Sports College, Atherstone

Members were informed of progress in respect of negotiations with relevant parties to undertake the management of community use of a new artificial grass pitch at Queen Elizabeth School and Sports College in Atherstone.

Resolved:

- a That the establishment of a Partnership Agreement with Queen Elizabeth School and Sports College, Atherstone, for the management of community use of the artificial grass pitch in accordance with the principles set out in paragraph 4.2, be approved;**
- b That the Assistant Director (Leisure and Community Development) be authorised to agree the Partnership Agreement, subject to prior approval of its final content by the Chairman, Vice-chairman of the Board and Solicitor to the Council, and that the Agreement be brought to a subsequent meeting of the Board for information;**
- c That the schedule of fees and charges for 2011/12, as set out in the report, be accepted; and**
- d That officers be authorised to continue negotiations with relevant parties in respect of the future management of other sports facilities at the School and that the outcome of these negotiations be reported back to an early future meeting of the Board.**

H Phillips
Chairman