

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

14 December 2011

at

6.30pm

Jerry Hutchinson LLB MBA Solicitor
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 : 6 December 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 14 December 2011 at 6.30pm. Canon Adrian Mairs, 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), Fox (Shustoke), 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 28 September 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 **Community and Environment Board** – 3 October 2011 (Pages 101 - 105).
 - b **Area Forum East** - 6 October 2011 (Pages 106 - 110).
 - c **Resources Board** - 10 October and 21 November 2011 (Pages 111 - 118).
 - d **Area Forum West** - 13 October 2011 (Pages 119 - 122).
 - e **Planning and Development Board** – 17 October and 14 November 2011 (Pages 123 - 135).
 - f **Area Forum North** - 20 October 2011 (Pages 136 - 142).
 - g **Area Forum South** - 27 October 2011 (Pages 143 - 146).
 - h **Licensing Committee** – 23 November 2011 (Pages 147 - 149).
 - i **Executive Board** – 28 November 2011 (Pages 150 - 154).
 - j **Scrutiny Board** – 5 December 2011 (Pages 155 - 156)
- 8 To receive and consider any Notice of Motion under with Standing Order No. 10.
- 9 To authorise the Chief Executive, in accordance with Article 13.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council.

Yours faithfully

Chief Executive

**MINUTES OF THE MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE
COUNCIL HOUSE, ATHERSTONE ON
WEDNESDAY 28 SEPTEMBER 2011**

Present: Councillor Butcher in the Chair.

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

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

An apology for absence was received from Councillor Simpson.

Before the commencement of business, Father Philip Wells led the Council in Prayer.

20 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, May, Lea, B Moss and Sweet and membership of the various Town or Parish Councils of Councillors Barber (Ansley), Butcher (Polesworth), Davis (Atherstone), Fox (Shustoke), 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 were deemed to be declared at this meeting.

Councillor M Moss declared a personal and prejudicial interest in Minute No 35 of the meeting of the Planning and Development Board held on 12 September 2011 (Planning Application No 2011/0417 (50 Mill Crescent, Kingsbury).

21 Minutes

The minutes of the Meeting of the Council held on 29 June 2011 and the Extraordinary Meeting of the Council held on 18 July 2011 were approved as correct records and signed by the Mayor.

22 Mayor's Announcements

The Mayor reported that

- Mayor's Civic Service was to be held on 9 October 2011 at 10.00 am at Polesworth Abbey.
- The former Chief Executive, David Monks had recently retired
- Local Democracy Week was to be held 10 – 16 October 2011
- Mayor's Charity evening was to be held on 17 December 2011 at Polesworth Sports and Social Club.

23 Questions Pursuant to Standing Order No. 7

The following question was received from Councillor Hayfield:

“Given the Leader of the Council's personal commitment to the last Executive Board that his Administration would not be cutting frontline services, can he now reassure the people of North Warwickshire that means that his administration will:

- **continue to maintain a weekly black bin collection for all residents?**
- **continue to maintain Borough Care as a free service?**
- **continue to keep free car-parking in all Borough Council car parks?”**

The response from Councillor M Stanley, Leader of the Council, was as follows:

“Clearly the Council has some difficult financial decisions to make over the next few years and the full impact of pending legislative changes are not yet known.

We intend to protect frontline services, and we will of course need to keep the method and cost of service delivery under review, including the way that we fund services.

There will be a thorough review of budgets and we will be announcing our conclusions shortly. Announcements will be made in accordance with the Councils proper budgetary process and reports will be coming to Boards for discussion in the normal way.”

24 Minutes of Boards/Committees

- a) **Scrutiny Board – 5 July and 19 September 2011**

The minutes of the meeting of the Board held on 19 September 2011 were circulated at the meeting. It was proposed by Councillor Pickard, seconded by Councillor Winter and

Resolved:

That the minutes of the meetings of the Scrutiny Board held on 5 July and 19 September 2011, together with the recommendations contained therein, be approved and adopted.

b) Resources Board – 11 July and 5 September 2011

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

Resolved:

That the minutes of the meetings of Resources Board held on 11 July 2011 and 19 September 2011, together with the recommendations contained therein, be approved and adopted.

c) Area Forum (South) – 12 July 2011

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

Resolved:

That the minutes of the meeting of Area Forum (South) held on 12 July 2011, be approved and adopted.

d) Area Forum (North) – 14 July 2011

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

Resolved:

That, subject to the inclusion of Councillor May in the list of those present and the deletion of an apology for absence from Mr Stan Orton, the minutes of the meeting of Area Forum (North) held on 14 July 2011, be approved and adopted.

e) Planning and Development Board – 18 July, 15 August and 12 September 2011

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

Resolved:

That, subject to the minutes of the meeting held on 12 September 2011 being amended to note that Councillor May left the meeting before the consideration of Minute No 35b (Planning Application 2011/0332), the minutes of the meetings of the Planning and Development Board held on 18 July, 15 August and 12 September 2011, together with the recommendations contained therein, be approved and adopted.

e) Area Forum (East) – 21 July 2011

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

Resolved:

That the minutes of Area Forum (East) held on 21 July 2011 be approved and adopted.

f) Area Forum (West) – 28 July 2011

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

Resolved:

That the minutes of Area Forum (West) held on 28 July 2011 be approved and adopted.

g) Executive Board – 13 September 2011

(i) Minute No 27 – Council Vision, Priorities and Corporate Plan Key Actions – Implications Arising from the 2011 Elections

It was proposed by Councillor Hayfield, seconded by Councillor Smith by way of amendment

“a That the Council does not go to the expense of altering either its ‘Logo’ or ‘Vision’; and

b That consideration of the Administration’s Priorities and Corporate Plan Key Actions be deferred until all the appropriate budget provisions have been identified for

their implementation.”

Upon being put to the meeting the Mayor declared the amendment to be lost.

The Substantive Motion as follows was then put to the meeting

- “a That the Council’s Vision and Priorities be confirmed as set out in Appendix 1 to the report of the Chief Executive; and**
- b That Appendix 2 be adopted as the format for the Council’s Priorities and Corporate Plan Key Actions and that further reports be brought on any proposals for the areas in italics in Appendix 2 which require additional budget provision to take forward in the current financial year.”**

The Mayor declared the Substantive Motion to be carried.

(ii) Minute No 30 – Earmarked Reserves 2011/12

It was proposed by Councillor Smith, seconded by Councillor Fox by way of amendment

- “a That earmarked reserves of £211,985.81 be moved into the General Fund balance and £5,765.50 into the Housing Revenue Account balance to ease anticipated budget pressure against front-line services.”**

Upon being put to the meeting the Mayor declared the amendment to be lost.

The Substantive Motion as follows was then put to the meeting

- “a That earmarked reserves of £111,985.81 be moved into the General Fund balance, £100,000 into a one-off initiative reserve and £5,765.50 into the Housing Revenue Account balance; and**
- b That the remaining reserves held at 31 March 2011 (detailed in Appendix A) and the planned use of reserves in 2011/12 be approved.”**

The Mayor declared the Substantive Motion to be carried.

(iii) Minute No 31 – Council Office Accommodation

It was proposed by Councillor Smith, seconded by Councillor Johnston by way of amendment

- “e That the agreed preferred mechanism for progress on the project being reported back to Members on an ongoing basis be meetings of the Resources Board and that the accommodation project be deleted from the Terms of Reference of the Special Sub-Group; and**
- h That a further report be brought to the Resources Board (or Special Sub-Group if the above amendment is not carried) giving more detail on how the Council intends to finance the Option 2 refurbishment and that a spending ceiling be identified as a cap to these refurbishments.”**

Upon being put to the meeting the Mayor declared the amendment to be lost.

The Substantive Motion as follows was then put to the meeting

- “a That the Council agrees to pursue Option 2 (Full Mechanical and Electrical Refurbishment) as set out in the body of the report of Management Team at section 5.2 as its preferred option for the refurbishment of the Council House;**
- b That a specialist contractor to project manage the design, tendering and delivery of the preferred option is appointed as soon as possible;**
- c That a budget as set out in the report be established to fund the appointment and initial fees of that contractor;**
- d That once the refurbishments are completed, all staff currently located at Old Bank House be moved to the main Council House building to free up Old Bank House for disposal or rental to a third party;**
- e That the agreed preferred mechanism for progress on the project being reported back to Members on an ongoing basis be meetings of the Special Sub-Group;**
- f That the most appropriate methods of keeping both staff and the public up to date with progress on this project in the future should include North Talk, the staff Insider newsletter and the Council’s web-site; and**
- g That recommendations (a) to (f) above be made available to the public.”**

The Mayor declared the Substantive Motion to be carried.

(iv) Minute No 33 – Changes to Boards and the Special Sub-Group

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

Resolved:

That Councillor Ferro be appointed as Portfolio Holder for Community Life.

(v) Minute No 35 – Public Speaking at Planning and Development Board Meetings

It was proposed by Councillor Hayfield, seconded by Councillor Humphreys by way of amendment

- “a That the scheme for public speaking at the Planning and Development Board detailed in the revised Appendix circulated at the meeting be adopted; and**
- b That this Council believes in the principal of public speaking at its meetings, that the same opportunities for the public to speak should be extended to all public parts of Board and Sub-Committee agendas across the Council and that a report be prepared for consideration by the Boards.”**

Upon being put to the meeting the Mayor declared the amendment to be lost.

The Substantive Motion as follows was then put to the meeting

- “a That the scheme for public speaking at the Planning and Development Board detailed in the Appendix to the report of the Assistant Chief Executive and Solicitor to the Council be adopted; and**
- b That the scheme be reviewed in twelve months time.”**

The Mayor declared the Substantive Motion to be carried.

(vi) Minute 45 – Draft National Planning Policy Framework

It was proposed by Councillor Winter, seconded by Councillor Sweet by way of amendment

- “a That an urgent meeting of the Local Development Framework Sub-Committee be arranged to discuss the Council’s response to the Draft National Planning Policy Framework consultation and that all Members be invited to attend and speak at that meeting; and**
- b That the Chief Executive be delegated to write to the two Members of Parliament covering the Borough to express the Council’s concerns.”**

Upon being put to the meeting the Mayor declared the amendment to be carried.

The Substantive Motion as follows was then put to the meeting

- “a That an urgent meeting of the Local Development Framework Sub-Committee be arranged to discuss the Council’s response to the Draft National Planning Policy Framework consultation and that all Members be invited to attend and speak at that meeting; and**
- b That the Chief Executive be delegated to write to the two Members of Parliament covering the Borough to express the Council’s concerns.”**

The Mayor declared the Substantive Motion to be carried.

Resolved:

That the minutes of the meeting of Executive Board held on 13 September 2011, together with the recommendations contained therein as amended at (iv) and (vi) above, be approved and adopted.

25 Notice of Motion Under Standing Order No. 10

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

26 The Common Seal

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

Resolved:

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

the Articles of the Constitution.

Chairman of the next ensuing meeting of the Council

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

3 October 2011

Present: Councillor Phillips in the Chair

Councillors L Dirveiks, Ferro, Fox, Freer, Lewis, May, M Moss and Payne.

Councillor Humphreys was also in attendance.

11 **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, M Moss and Phillips (Kingsbury), were deemed to be declared at the meeting.

Councillor May declared a personal interest in Minute No 17 (Play Area Development Programme) by reason of the Merevale Estate involvement with the Baxterley project .

12 **Minutes**

The minutes of the meeting held on 13 June 2011, copies having been previously circulated were approved as a correct record and signed by the Chairman.

13 **Presentation by Simon Powell** - Assistant Director (Leisure and Community Development).

The Assistant Director (Leisure and Community Development) gave a presentation on the work of his Division.

14 **Budgetary Control Report 2011/2012 Period Ended 31 August 2011.**

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

Resolved:

That the report be noted.

15 Play Safety Service to Parish Councils

The Assistant Director (Leisure and Community Development) advised Members of the intention to withdraw the current free four-weekly play area inspection service for Parish Councils from April 2012 and set out a proposal to replace it with a better quality, more robust quarterly inspection service for which a small charge would be levied.

Resolved:

- a That the current free play area inspection service provided to Parish Councils be withdrawn with effect from April 2012;**
- b That, with effect from April 2012, Parish Councils be offered a quarterly operational play area inspection service that will be subject to an annual charge as identified in the report of the Assistant Director (Leisure and Community Development); and**
- c That selected Parish Councils be offered the option to take up the quarterly operational play area inspections service with effect from October 2011.**

16 Leisure and Community Development Division – Proposed 2012/13 Revenue Savings.

The Assistant Director (Leisure and Community Development) identified potential areas for revenue budget savings within the Leisure and Community Development Division for inclusion in the 2012/13 revenue estimates.

Recommendation to Executive Board:

That, subject to consultation, the proposed budget savings within the Leisure and Community Development Division be included in the 2012/13 revenue estimates.

17 Play Area Development Programme

Members were informed of progress in respect of the implementation of the Play Area Development Programme and approval was sought for the establishment of a reserve to provide match funding for a project to provide new play facilities in Baxterley.

Resolved:

- a That progress in respect of the Play Area Development Programme be noted and approved;**

- b That the proposal to match fund the installation of new play facilities in Baxterley from the revenue budget be approved; and**

Recommendation to Executive Board

- c That the principle to establish a reserve of up to £10,500, if necessary, from the revenue budget at the end of the 2011/12 financial year for the project in Baxterley, be approved.**

18 Atherstone Market

The Assistant Director (Streetscape) informed the Board of an agreement between North Warwickshire Borough Council, Atherstone Town Council and Hinckley and Bosworth Borough Council to transfer the management of the Market Square, Atherstone on an initial twelve month trial basis in order to try and enhance the market and increase the use of the Market Square for other events.

Resolved:

- a That the content of the report be noted and the action taken to date be endorsed; and**
- b That a further report on the success of the new arrangements be brought back to the Board early next year before the agreement is considered for renewal.**

19 Leisure Facilities – Bank Holiday Closures

The Board's approval was sought for the Bank Holiday closure of leisure facilities during 2012/13.

Resolved:

That the schedule of leisure facility closures, as set out in paragraph 4.1 of the report of the Assistant Director (Leisure and Community Development), be approved.

20 Update on Outreach Proposals – Community Hubs and the B.O.B Mobile Service

Resolved:

- a That progress made and the expressions of interest received to date to establish community hubs (ICT only or combined with video conference technology) be noted and that officers work with other agencies to**

evaluate locations and funding opportunities available to deliver increased access in the Borough;

- b That a Task & Finish Group of five Members be set up to oversee the work of a multi-agency officer group tasked with working with town and parish councils and other interested community groups to develop an infrastructure of community hubs (or B.O.B stops);**
- c That the Task & Finish Group be given delegated powers to approve funding for the setting up of community hubs within the agreed budget; and**
- d That approval be granted to continue to run the B.O.B mobile bus for at least a further 12 months from April 2012 to 31 March 2013 whilst the strategy to deliver community hubs is delivered and the ongoing need for the service evaluated.**

21 2012 Olympic and Paralympic Games

The Assistant Director (Leisure and Community Development) provided a summary of how the Borough Council was using the inspiration of the 2012 Olympic Games to increase participation in physical activity across North Warwickshire and ensure a positive and lasting legacy for the local community.

Resolved:

That the progress being made in using the impact of the 2012 Olympic and Paralympic Games to increase participation in physical activity in North Warwickshire, be noted.

22 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – June 2011

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

Resolved:

That the report be noted.

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

The Assistant Director (Leisure and Community Development) reported on the 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;

That the action taken by the Assistant Director (Leisure and Community Development), in consultation with the Chairman and Vice-Chairman of the Board, to enter into a Partnership Agreement with Queen Elizabeth School and Sports College, Atherstone, be endorsed.

H Phillips
Chairman

MINUTES AREA FORUM EAST

6 October 2011

The Area Forum East met at 6.30pm Michael Drayton School,
The Woodlands, Hartshill

Present: Borough Councillor – Anne Forwood in the Chair

County Councillor M Shaw

County Councillor / Police Authority - Carol Fox

Borough Councillors: L Dirveiks, N Dirveiks, L Freer, M Davis, T Wykes

In Attendance: A Rigby, T Willis, L Hargreaves - Warwickshire CC
S Maxey, R Beggs - North Warwickshire BC
PC Carter, PCSO Wynder – Warks Police
J Dowsett – NHS Warwickshire
D Clews, R Jarvis, G Davis - Atherstone TC
J Mawson, H Blackburn – Mancetter PC
G Roberts – Hartshill PC
S Holt, J Holt

1. Apologies for Absence.

Apologies for absence were received from K Johnston, J Randle, D Pickard, A Macchi, J Vero

2. Minutes and Matters Arising of the meeting held on 21 July 2011

The minutes were agreed as a true record.

A Rigby presented 'You said – We did' reporting back on the actions from the last meeting that were followed up by Warwickshire County Council, (WCC) and North Warwickshire Borough Council (NWBC).

A copy of the presentation can be viewed at www.warwickshire.gov.uk via the link for meetings and minutes.

3. Police Update

Safer Neighbourhoods Team

PC L Carter, Beat Manager for SNT East fed back on Police activity over the last 3 months including the three priorities chosen at the last meeting. The presentation can be viewed at www.northwarks.gov.uk via the link for meetings and minutes.

Robert Beggs, NWBC reported back on a recent Neighbourhood Watch roadshow in Long Street, Atherstone. 38 new members signed up.

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

Comments made:

- Police to continue monitoring parking and use of cones by retailers in Long Street, Atherstone
- Parking outside Costcutter supermarket, Hartshill. Police working with shop owner. Looking to extend pavement railings to deter parking
- Police Special Constables helping to enforce Forum priorities

Priorities for next 3 months:

Priority: ASB - Under age drinking in PH & off-licenses, Atherstone town centre

Priority: ASB - Under age drinking in PH, Chapel End, Hartshill

Priority: Parking - Chapel End, Hartshill

Police Authority

Update given by Cllr C Fox.

On 15th November 2012 a directly elected Police and Crime Commissioner will be appointed. The Commissioner would appoint the Chief Constable.

A Crime & Disorder Panel made up of 10 councillors and 2 co-opted members will be set up. Home Office could give permission for up to 20 people to be on the panel.

The Panel's responsibility is one of scrutiny.

New police telephone number to be launched in November.

Dial 101 for non urgent matters.

A team of senior officers will oversee the new strategic alliance between Warwickshire Police and West Mercia Police.

4. Health update

J Dowsett, Health Development Manager, NHS Warwickshire presented the Annual Report by the Director of Public Health.

There are 3 aspects of public health; Health Protection, Health Improvement and Improving Services.

Areas where the health of North Warwickshire residents is worse than the England average is around obesity in children and obesity in adults. 27% of adults are obese.

The Report sets five Public Health priorities to provide the greatest health gains:-

- Obesity
- Alcohol
- Cancer and Screening
- Mental Health and Wellbeing
- Health Protection – Sexual Health

The Report includes the following recommendations:-

Everyone should play their part by exercising, taking up screening programmes, and raising aspirations about their personal health. Top priority should be for the health of the most disadvantaged in our society

The Public Health Offer is to improve the health of our population, increasing life expectancy and reducing inequalities by working together, investing in prevention and making every contact count”

By 2013 the budget and responsibility for Public Health would be transferred to Warwickshire County Council.

5. WCC update

Mancetter Extra Care

T Willis, Strategic Commissioning Project Lead, WCC announced the award of the contract to Housing 21 to provide Extra Care facilities at 6 sites across the county including Mancetter. A draft plan was shown of how the site might be developed to provide a variety of care facilities to suit individual needs. Bungalows, Extra Care Housing, communal areas and health care provision could all be provided in the care model for Mancetter.

In response to questions:

The future of Bracebridge Court, Atherstone is not affected by this development
The site will have adequate provision of communal space to allow residents to meet and socialise

There will be public consultation on the plans to develop the site

The new facility should be opened in late Spring 2014

Libraries

A Rigby announced that WCC's Cabinet would be making a decision on 13 October in support of establishing community libraries across the County as a way forward to maintaining a sustainable library network.

From 1st April 2012 Atherstone library is likely to have it's opening hours reduced.

Hartshill library is likely to reopen as a community library.

6. NWBC update

Community Hubs

S Maxey gave an update. The project aims to adapt community centres with IT equipment to enable rural villages to access council services remotely. The equipment could also provide villages with the opportunity to host film evenings and other social events as well as providing an IT training facility. It is envisaged that a network of Hubs is established to improve access to services for residents across the Borough.

LEADER funding could help with revenue costs for the project.

An open meeting has been arranged by NWBC at 7pm, 8 November at The Council House for anyone interested in the project.

Local Development Framework

NWBC have prepared for publication a draft Core Strategy which will shape development in the Borough for the next 15 years. The consultation on the draft Core Strategy begins in late October until mid January 2012. All Parish Councils will be contacted to arrange a set of presentations and sent a copy of the document.

7. Tell us your issues

None

8. Funding update

Area Forum Fund

Borough Councillors agreed to fund the following projects:

Atherstone Theatre Workshop - £688

Atherstone Dicken's Night Committee - £2690

Mancetter Community Panel - £1733

The Forum has £3,341 to carry forward. The next deadline for applications is 1 February 2012.

Specific advice was given to Borough Council Members about the bid from the Atherstone Theatre Workshop. Whilst the Council indicated that no further funding would be available for the site following the sale of the building by the Council, delegated powers for this Forum to award grants from the Fund still applied and therefore the Group is eligible to apply to Area Forum Fund

SCS Fund

A Rigby gave an update on the Forum's Sustainable Community Strategy Fund provided by the North Warwickshire Community Partnership. In January 2011 the Forum agreed to award £20,000 to ten projects in the Forum area.

Hartshill Pavilion £2,000. Work to start early 2012 on a new pavilion at Snow Hill
Peer Mentoring Scheme £4,561. Advert placed for youth worker to train 12 students at Hartshill School in OCN Level 2 in Mentoring.

Me to college £1,500 6 grants (£1200) have paid for disadvantaged students to access higher education

Locality forums for young people £2,000. Changes to youth service have delayed start to set up a locality panel for young people

Supportive Growing Project £3,046. 15 gardens have been improved locally. Produce from Hartshill allotment has been distributed via CAB to selected clients.

Lofty £1,000 Five grants awarded to help with loft insulation. £250 spent

Boost £1,000 3 referrals being processing for £200 grants towards a new boiler

Atherstone Holiday Club £2, 400 Pay for club to run over Summer 2011 with support from local schools

Walking Group £796 Part of the North Warwickshire Walking Project. Local walking group to set up in Hartshill area soon.

Cook & taste sessions £1697 Cookery demonstrations and participation by families to improve confidence in home cooking and eating healthily

9. Suggestions for items / themes for next meeting

Update on Registrars service

Update on Extra Care programme – Mancetter

Localities bill and Neighbourhood Planning

10. Date of next meeeting

Tuesday, 7 February 2012

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

10 October 2011

Present: Councillor Moore in the Chair

Councillors Davis, N Dirveiks, Forwood, Johnston, Smith, Morson, Watkins and Winter.

39 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of various Parish Councils of Councillors Davis (Atherstone), Moore (Baddesley) and Morson and Winter (Dordon) were deemed to be declared at the meeting.

40 **Minutes**

The minutes of the meetings of the Board held on 11 July and 5 September 2011, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

41 **Presentation on the Work of the Corporate Services Division**

The Assistant Director (Corporate Services) gave a presentation on the work of her Division.

42 **Internal Audit Strategy 2011-13**

The Deputy Chief Executive provided the Board with an updated Internal Audit Strategy.

Resolved:

That the revised Internal Audit Strategy be approved.

43 **Capital Programme 2011/12 Period Ending August 2011**

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2011/12 Capital Programme in terms of both expenditure and outcomes.

Resolved:

- a That the progress made against the 2011/12 Capital Programme be noted; and**

- b That the virements outlined in Section 7 of the report of the Assistant Director (Finance and Human Resources) be approved.**

44 Proposed Council Response to the Consultation on Localisation of Council Tax Benefit

The Assistant Chief Executive (Community Services) sought feedback from Members on the proposed response to the Government's consultation document on the Localisation of Council Tax Benefit that it proposed to introduce as part of the wide range of welfare reform programme starting in April 2013.

Resolved:

That the Council's response as set out in Appendix A to the report of the Assistant Chief Executive (Community Services) be approved.

45 Proposed Council Response to the Consultation on a Single Fraud Investigation Service

The Assistant Chief Executive (Community Services) sought feedback from Members on the proposed response to the Government's consultation document on the establishment of a Single Fraud Investigation Services that it proposed to introduce as part of the wide ranging welfare reform programme starting in April 2013.

Resolved:

That the Council's response as set out in the Appendix to the report of the Assistant Chief Executive (Community Services) be approved.

46 Housing Revenue Account Budgetary Control Report 2011/2012 Period Ended 31 August 2011

The Assistant Director (Finance and Human Resources) updated the Board on the total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 August 2011.

Resolved:

That the report be noted.

47 Online Services Update and Plans for Promoting and Increasing Use

The Assistant Director (Corporate Services) gave an update on the use of the Council's Website and its services delivered on-line via the Internet. Information on how it was planned to promote, increase and improve the use

of the website for those services that could be most effectively provided on line were detailed.

Resolved:

That the report be noted.

48 Budgetary Control Report 2011/12 Period Ended 31 August 2011

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2011 to 31 August 2011. The 2011/12 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

49 Consolidated Budgetary Control Report 2011/12 – Period Ended 31 August 2011

The Assistant Director (Finance and Human Resources) updated the Board on the total Council General Fund revenue expenditure and income for the period from 1 April 2011 to 31 August 2011.

Resolved:

That the report be noted.

50 Treasury Management Update Quarter 1 2011/12

The Deputy Chief Executive detailed the Treasury Management activity during the first quarter of 2011/12.

Resolved:

That the Treasury Management Update Report for Quarter 1 be noted.

51 **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.

52 **Extension of Banking Contract**

The Assistant Director (Finance and Human Resources) gave details of negotiations that had been carried out with the Co-operative Bank plc to negotiate an extension to the Council's contract for banking services.

Resolved:

That the report be noted.

J Moore
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

21 November 2011

Present: Councillor Moore in the Chair

Councillors Davis, N Dirveiks, Forwood, Johnston, Smith and Winter.

Apologies for absence were received from Councillors Morson and Watkins.

53 **Declarations of Personal or Prejudicial Interests**

Personal interests arising from the membership of various Parish Councils of Councillors Davis (Atherstone), Moore (Baddesley Ensor) and Winter (Dordon) were deemed to be declared at the meeting.

54 **Presentation on the Work of the Community Services Division**

The Assistant Director (Community Services) gave a presentation on the work of his Division.

55 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2011**

The Chief Executive and the Deputy Chief Executive circulated an amended report and Appendix B informing Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April to September 2011.

Resolved:

That the amended report and Appendix, as circulated at the meeting, be noted.

56 **Reduction of Council Tax Discounts for Second Homes and Long Term Empty Dwellings**

The Assistant Chief Executive (Community Services) asked the Board to consider using its discretion to reduce Council Tax discounts awarded in respect of “second homes” and “long term empty” properties.

Recommended to Executive Board:

- a That Council Tax discounts on second homes be reduced from 50% to 10% from 1 April 2012; and**

- b That Council Tax discounts on long-term empty dwellings be reduced from 50% to zero from 1 April 2012.**

57 Minutes of the Housing Sub-Committee held on 18 October 2011 and 15 November 2011.

The minutes of the Housing-Sub Committee held on 18 October 2011 and 15 November 2011 were received and noted.

58 Capital Programme 2011/12 Period Ending October 2011

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2011/12 Capital Programme in terms of both expenditure and outcomes.

Resolved:

That the progress made against the 2011/12 Capital Programme be noted.

59 Internal Audit – Performance for Second Quarter 2011-12

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

Resolved:

That the report be noted.

60 Treasury Management Update Quarter 2 2011/12 and Revised Strategy

The Deputy Chief Executive reported on the Treasury Management activity during the first six months of 2011/12.

Resolved:

a That the Treasury Management Update Report for the first six months of 2011/12 be noted; and

b That the Prudential Indicators be increased by £65 million, as set out in Appendix B to the report of the Deputy Chief Executive, or the actual amount of the debt repayment required for HRA self financing, whichever is lower.

61 Budgetary Control Report 2011/12 Period Ended 31 October 2011

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

2011. The 2011/12 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

62 Consolidated Budgetary Control Report 2011/12 – Period Ended 31 October 2011

The Assistant Director (Finance and Human Resources) updated the Board on the total Council General Fund revenue expenditure and income for the period from 1 April 2011 to 31 October 2011.

Resolved:

That the report be noted.

63 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.

64 Payment Management System Replacement

The Assistant Director (Corporate Services) sought approval for the procurement of a Payment Management System.

Resolved:

- a That tenders for a Payment Management System be sought and the Deputy Chief Executive, in consultation with the Chairman of the Resources Board be authorised to select a preferred supplier;**

Recommended to Executive Board

- b That a capital growth of up to £70,000 and Revenue growth of up to £10,000 as identified in Section 5 of the report of the Assistant Director (Corporate Services) be approved.**

65 **Irrecoverable Sundry Debts**

The Assistant Director (Finance and Human Resources) detailed the amounts recommended for write off, in accordance with the process set out in the Financial Regulations.

Resolved:

- a **That the debt detailed in paragraph 2 of the report of the Assistant Director (Finance and Human Resources) be authorised; and**
- b **That the write off under delegated powers of 16 balances by the Assistant Director (Finance and Human Resources) totalling £608.22 be noted.**

J Moore
Chairman

MINUTES OF THE AREA FORUM WEST

13 October 2011

The Area Forum West met at Piccadilly Community Centre,
Perryman Drive, Piccadilly, at 6.30pm.

- Present:** County and Borough Councillor B Moss in the Chair.
Borough Councillors Holland, Lewis, M Moss, and Payne.
- In attendance:** Angela Coates, Jenny Price, Zoe Davies, and Robert Beggs
-North Warwickshire Borough Council
Alistair Rigby, Louise Hargraves and Bob Perks –
Warwickshire County Council
PCSO Beale and Sgt Fildes - Warwickshire Police
Ian and Jean Thomas and Julia Rawlins – PCA
Carol Fox – Warwickshire Police Authority
A Vaughton, P Ross, A Rimmer, M Weatherley and G
Bullivant – Curdworth Parish Council
C Ayasamy – Kingsbury Parish Council
Dr M Caley – NHS Warwickshire
Tony Hardman – NW Neighbourhood Watch
K Hares – Kingsbury resident
T Foley – Water Orton Parish Council
Sharon Meanley and John Poole – Lea Marston Parish
Council
Kirsty Lowrie and Amina Mamoojee – WCAVA
D McKenzie, S Selvey, J Pickworth – Residents
J Rowland, D Williets and D Williams – Middleton Parish
Council
- Apologies:** County and Borough Councillor Lea
Borough Councillor Phillips.

1. **Minutes of the meeting held on 28 July 2011.**

The minutes of the meeting held on 28 July 2011 were agreed as true record and signed by the Chairman.

2. **Matters Arising and You Said**

Kirsty Lowrie (WCAVA) informed the meeting of the launch of the Three Village Rural Project. The project aims to provide a range of youth activities to the young people of Hurley, Wood End and Piccadilly. Kirsty appealed for local people to volunteer to work in the local community to support the project. Volunteers would be offered support and training to enable them to work with young people.

Zoe Davies (NWBC) highlighted the Tame Valley Project. A £2 million Heritage Lottery fund. The project aim was to create a wetland landscape rich in wildlife and accessible to all. Zoe asked for those present to complete a questionnaire to support the project bid.

Alistair Rigby (WCC) presented 'You said – We Did' reporting back on the actions from the last meeting. A copy of the presentation can be viewed at www.warwickshire.gov.uk via the link for meetings and minutes.

The recurring issue and associated problems caused by lorries ignoring the highway warning signs for a low bridge at Piccadilly were highlighted.

ACTION: WCC to contact the Chief Executive of DSV to arrange a meeting to discuss the issue.

3. **Safer Neighbourhoods**

PCSO Peter Beale (Warwickshire Police) and Robert Beggs (NWBC) fed back on Safer Neighbourhood Team activity over the last three months including the three priorities chosen at the last meeting. The presentation can be viewed at www.northwarks.gov.k via the link for meetings and minutes.

Leaflets on how to report anti-social behaviour were circulated at the meeting.

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:-

- ASB – Attleboro Lane, Water Orton
- ASB – Kingsbury Recreation Ground
- ASB – Church Lane, Marston and Old Kingsbury Road, Lea Marston.

4. **Police Authority Update**

Update given by Carol Fox, Police Authority representative.

- Police and Crime Commissioner elections to be held on 15 November 2012. Commissioner to appoint Chief Constable.
- Police Authority to be replaced by a Crime and Disorder panel made up of 10 councillors and 2 independent co-opted members. Home Office could give permission for up to 20 people to be on the panel. The Panel's role is one of scrutiny.
- New police telephone number to be launched in November. Dial 101 for non urgent matters.

- Team of senior officers to oversee the new strategic alliance between Warwickshire and West Mercia Police.

5. **Public Questions and Parish Issues**

No matters were raised under this item.

6. **Health Update**

Dr Michael Caley, NHS Warwickshire, presented the Annual Report by the Director of Public Health.

The five key priorities for public health in North Warwickshire were set out, these were;

- Obesity
- Alcohol
- Cancer and Screening
- Mental Health and Wellbeing
- Health Protection – Sexual health.

A copy of the full report was available to view on the NHS Warwickshire or Warwickshire County Council websites.

The transition of the Public Health service from NHS Warwickshire to the County Council was highlighted.

7. **WCC/NWBC Updates**

Libraries

Bob Perks (WCC) reported that the proposal to provide a community library at Water Orton had been approved subject to some financial arrangements. WCC would cease to run the library service in Water Orton from 31 March 2012.

Kingsbury community library proposals had not been accepted at the moment. The current library service would cease on 31 March 2012. However dialogue on the provision of a community library facility in Kingsbury would continue with interested parties.

The full libraries report could be viewed on the County Council's website.

Youth Service

Notice had been served on Kingsbury Youth centre. The youth service would end on 25 November 2011. Future youth provision would be served from Atherstone. Negotiations on the future use of the facility were ongoing.

Members of the Forum voiced their concerns and disappointment at the loss of the library service, the youth centre and the reduced bus services in Kingsbury.

Draft Core Strategy – Report noted.

Community Hubs – Report noted. It was noted that an open meeting had been arranged for 8 November 2011 at 7 pm at the Council House, Atherstone, for anyone interested in the Community Hub project.

8. **Funding Update**

Area Forum Fund

A single eligible application to the Area Forum Fund was considered by Borough Councillors.

Resolved:

That Curdworth Parish Council be awarded the sum of £509 towards the project as set out in the report.

Sustainable Community Strategy Fund

12 projects had been granted funds. Some of those granted funding included;

- £1,500 for leaflets publicising a youth service to aid access to higher education, books and travel costs.
- £1,000 to the supportive growing project which provides assistance to OAP's to tender gardens.
- Lofty – grant to improve loft insulation.
- Boost – grant towards boiler renewal.
- Walking Group – grant to train walk leaders for a walking group in the Kingsbury area.

9. **Future Agenda Items**

None were highlighted.

10. **Any Other Business**

Alan Vaughton, Curdworth Parish Council, provided photographic evidence to highlight the difference in the standard of verge maintenance at Kingsbury Road, Curdworth, on the Birmingham / Warwickshire County border.

ACTION: WCC to investigate.

11. **Future Meeting Dates**

2012 meeting dates were highlighted.

Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

17 October 2011

Present: Councillor Sweet in the Chair.

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

An apology for absence was received from Councillor Phillips (Councillor Lewis as substitute).

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

Councillor Holland declared a personal and prejudicial interest in Minute No 44 Planning Applications (Application No 2011/0381 – 62 Coleshill Road, Water Orton) left the meeting and took no part in the discussion or voting thereon.

Councillor Simpson declared a personal and prejudicial interest in Minute No 44 Planning Applications (Application No 2011/0384 – Croft Barn, Bentley Lane, Maxstoke) left the meeting and took no part in the discussion or voting thereon.

Councillor Lea declared a personal and prejudicial interest in Minute No 44 Planning Applications (Application No 2011/0434 – The White House, Middleton Lane, Middleton) left the meeting and took no part in the discussion or voting thereon.

Councillor Sherratt declared a personal and prejudicial interest in Minute No 44 Planning Applications (Application No 2011/0492 – 120 Coleshill Road, Coleshill) left the meeting and took no part in the discussion or voting thereon.

42 **Minutes**

The minutes of the meetings of the Board held on 18 July, 15 August and 12 September 2011, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

[Councillor Winter in the Chair]

43 **Waste Development Framework**

The Assistant Chief Executive and Solicitor to the Council reported on Warwickshire County Council's Waste Development Framework - Core Strategy - Preferred Option and Policies consultation document (September 2011) and the Board was asked to agree a suggested response.

Resolved:

That, together with the issues raised at the meeting, including the need to emphasise (in relation to the to the preferred option and draft core strategy policies) that waste management facilities should be located and delivered on existing and proposed industrial estates in preference to new green field sites or sites in residential areas and also actively to encourage the re-use/recycling of waste tyres (through appropriate processing) rather than simply disposal, the comments given in Appendix A 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.

[Councillor Sweet in the Chair]

44 **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 in respect of The Willows Hotel, 145 Watling Street, Grendon**
 - i) **Applicaton No 2010/0049 – application to discharge conditions 3, 5 and 7 be refused for the reasons set out in the report of the Head of Development Control and the application to discharge condition 8 be granted;**
 - ii) **Application No 2010/0422 be refused for the reasons set out in the report of the Head of Development Control; and**
 - iii) **The Solicitor to the Council be authorised to issue Breach of Conditions Notices in respect of conditions**

5 and 7 of planning permission 2008/0269 dated 9 April 2009.

- b** That consideration of Application No 2011/0202 (Land adjacent to 204 Coventry Road, Coleshill) be deferred for a site visit;
- c** That consideration of Application No 2011/0286 (Grendon Fields Farm, Warton Lane, Grendon) be deferred;
- d** That consideration of Applications No 2011/0300 and 2011/0313 (Nethersole Centre, High Street, Polesworth) be deferred for a site visit;
- e** That Application No 2011/0371 (Land Off (adj to 44 Coleshill Road) Church Lane, Curdworth) be approved subject to the conditions specified in the report of the Head of Development Control;
- f** That Application No 2011/0381 (62 Coleshill Road, Water Orton) be approved subject to the condition specified in the report of the Head of Development Control;
- g** That Application No 2011/0384 (Croft Barn, Bentley Lane, Maxstoke) be refused for the reasons set out in the report and the Assistant Chief Executive and Solicitor to the Council be authorised to issue an enforcement notice requiring the removal of the wooden hut and reinstatement of the land accordingly;
- h** That the report in respect of Application No 2011/0420 (Caldecote Hall Industrial Estate, Caldecote) be noted and the Head of Development Control be asked to refer the design issues raised at the meeting to the Applicant;
- i** That consideration of Applications No 2011/0434 and 2011/0440 (The White House, Middleton Lane, Middleton) be deferred to enable the applicant to carry out works in accordance with an agreed schedule and timetable. That if the said works are not concluded to the satisfaction of the Council, the Assistant Chief Executive and Solicitor to the Council be authorised to issue an enforcement notice in the terms set out in the report;
- j** That Application No 2011/0460 (Betteridge Barn, Dingle Lane, Nether Whitacre) be refused for the following reasons
 - 1. The proposal is considered to be inappropriate development within the Green Belt, harmful to the openness of it by way of associated vehicles, activity and

ancillary works to facilitate the use. It is not considered that very special circumstances have been demonstrated to outweigh this harm. The proposal is therefore contrary to saved policy ENV2 of the North Warwickshire Local Plan 2006 and national Planning Policy Guidance Note Number 2.

2. The ancillary works to create an adequate access along with sufficient parking and turning space will bring forward an urbanising effect in a distinctly rural location. Vehicles associated with the use would further compound this effect. The proposal is therefore contrary to saved policy ENV12 of the North Warwickshire Local Plan 2006.
3. The site is in an unsustainable location with no direct access to the rural distributor road network, nor is it served by a range of transport methods, in a wholly rural location. The proposal is therefore contrary to saved Core Policy 2 and saved policy ECON9 of the North Warwickshire Local Plan 2006.

- k That the report in respect of Applications No 2011/0481, 2011/0504 and 2011/0505 (Beech House, 19 Market Street, Atherstone) be noted;
- l That in respect of Application No 2011/0492 (120 Coventry Road, Coleshill) it is not considered that an Order should be made in this instance and thus the tree can be removed; and
- m That Application No 2011/0187 (Ivy House, Taverners Lane, Atherstone) be approved subject to the conditions specified in the report of the Head of Development Control.

45 **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.

46 **Nuneaton and North Warwickshire Building Control Partnership**

The Head of Development Control reported that the contract between the two Authorities setting up the Building Control Partnership expired in mid-October and the Board was asked to agree a suggested course of action.

Resolved:

That the Council requests a four year extension of this Partnership.

47 **Authority to Seek an Injunction Highfield Lane, Corley**

Under Section 100B(4)(b) of the Local Government Act 1972, the Chairman had agreed to the consideration of this report in view of the urgent to need to seek authority for legal action to be taken.

The Head of Development Control sought authority from the Board to seek an Injunction under Section 187B of the Town and Country Planning Act 1990 in order to restrain apprehended breaches of planning control in respect of the residential development of land at Highfield Lane in Corley.

Resolved:

That the Assistant Chief Executive and Solicitor to the Council be authorised to seek an Injunction from the Court under Section 187B of the Town and Country Planning Act 1990 in order to restrain apprehended breaches of planning control, namely the change of use of the land from agriculture to use as a residential caravan site; as a base for a business use and engineering works to construct an access road and associated hard standings on land at Highfield Lane, Corley.

R Sweet
Chairman

**Planning and Development Board
17 October 2011
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5/86	2011/0371	Parish Council	Representation	6/10/11
5/116	2011/0434	Applicant Applicant	Comments Comments	6/10/11 13/10/11
5/130	2011/0460	Mr & Mrs Starkey	Objection	11/10/11
5/156	2011/0492	Representation	Coleshill Civic Society	12/10/11
5/163	2011/0187	N Mitchell	Representation	3/10/11

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

14 November 2011

Present: Councillor Sweet in the Chair.

Councillors Barber, Butcher, L Dirveiks, Humphreys, Lea, Moore, Phillips, Sherratt, Simpson, A Stanley, Turley, Winter and Wykes

Apologies for absence were received from Councillors Holland and B Moss (Councillor Moore as substitute).

48 **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 Barber (Ansley), Butcher (Polesworth), Moore (Baddesley Ensor), Phillips (Kingsbury) and Winter (Dordon) were deemed to be declared at this meeting.

49 **Budgetary Control Report 2011/2012 Period Ended 31 October 2011**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2011 to 31 October 2011. The 2011/12 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

- a That the report be noted; and**

Recommendation to the Executive Board

- b That Executive Board be requested to approve a supplementary estimate for £124,000 to cover the reduction in Planning income and additional costs on Building Control.**

50 **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 in respect of Application No 2011/0259 (MIRA Technology Park Ltd.)**

A) The Council is minded to support the principal application for the MIRA redevelopment and extension proposals at its site off the Watling Street, subject to conditions as recommended by the three Highway Authorities together with those recommended by other Statutory consultees. In addition, it would request that HBBC attaches the following two conditions if that Council is also minded to support the proposal:

- i) “No development shall take place until a scheme and measures for targeting and utilising people from the administrative Borough Council areas of Hinckley and Bosworth, Nuneaton and Bedworth and North Warwickshire, for construction and post-construction training and employment opportunities arising from the development hereby approved, shall be submitted to and approved in writing by the Local Planning Authority. The scheme and measures shall be implemented in accordance with the approved details”**

Reason: To ensure that the benefits of the development to the local area can be maximised to accord with Planning Policy Statement 4.

- ii) No development shall commence on site until such time as a Green Travel Plan to promote sustainable transport modes of travel to the site from the surrounding area, including Hinckley and Bosworth, Nuneaton and Bedworth and North Warwickshire has been submitted to and approved in writing by the Local Planning Authority. Before the first use of the development hereby approved, the plan shall be fully implemented in accordance with the approved details”.**

Reason: To reduce the dependency on car travel to and from the site, in the interests of sustainability and highway safety in accordance with the Development Plan and Government Planning Guidance.

B) That, subject to the grant of planning permission for the principal application submitted to the Hinckley and Bosworth Borough Council under reference 11/00360/OUT, then in respect of planning application PA2011/0259, submitted to this Authority, planning permission be granted subject to the following conditions:

- iii) Standard Three year condition
- iv) Standard Plan numbers condition – the site location plan received on 27 May 2011, and plan numbers 10/014-A/2E; 10/014-A/2D-R1, 10/014-A/2C-R2, 10/014-A/2B-R1, 10/014-A/2A-R2, and MIRA/A5/JCT-RDGT-R3 all received on 16 September 2011.

[Speakers: Ruth Bickley, Andy Macdonald]

- b That in respect of Application No 2009/0175 (Chapel House, Dunns Lane, Dordon)
 - i) That subject to a favourable outcome from procedures to secure the repositioning the traffic calming measure on Dunns Lane, and subject to a Section 106 Agreement which secures the provision of contributions to off-site open space/play provisions as set out in the report of the Head of Development Control, planning permission be granted subject to conditions addressing the matters set out in the report.
 - ii) That in the event that the matters in recommendation i) are satisfied, the determination of the application be delegated to the Head of Development Control.

[Speaker: Mr W T Whitmore]

- c That in respect of Application No 2011/0202 (Land adjacent to 204 Coventry Road, Coleshill) condition number 2 of planning permission 2006/0724 be varied so as to accommodate the dimensions and appearance of the house as set out in Appendix C to the report of the Head of Development Control, and that any other conditions be varied accordingly as a consequence.

[Speakers: John Rodway, Ian Rose]

- d That Application No Application 2011/0286 (Grendon Fields Farm, Warton Lane, Grendon) be approved subject to the conditions specified in the report of the Head of Development Control;

[Speakers: Colin James, Mark Chamberlain]

- e That Applications No 2011/0300 and 2011/0313 (Nethersole Centre High Street Polesworth Tamworth) be approved subject to the conditions set out in Appendix A to the report

of the Head of Development Control, but varied so as to approve the additional detail as set out in the report, and that the wording of those variations be delegated to the Head of Development Control;

- f That the report of the Head of Development Control in respect of nine planning applications for various proposals at the Heart of England, Old Hall Farm, Meriden Road, Fillongley be noted;**
- g That in respect of Application No 2011/0420 (Caldecote Hall Industrial Estate, Caldecote Hall Drive, Caldecote)**
 - i) the Board is minded to support this application subject to:**
 - the amendments as described in the report in respect of the re-design of plots 3 and 4;**
 - that no adverse observations are received from the Highway Authority to those amendments;**
 - that no new representations are received as a consequence of the ongoing re-consultation; and**
 - that the applicant and owner enter into a Section 106 Agreement as outlined in the report.**
 - ii) subject to these matters being resolved, the grant of planning permission, including the addition of conditions, be delegated to the Head of Development Control, in consultation with the Chairman and Vice Chairman of the Board and Opposition Planning Spokesperson.**
- h That in respect of Beech House 19 Market Street, Atherstone**
 - i Applications No 2011/0481, 2011/0504 and 2011/0505 be refused for the reasons set out in the report of the Head of Development Control; and**
 - ii That the applicant be strongly advised to explore alternative measures, both on-site and off-site, for the provision of private car parking for Beech House, and that the results of this are then submitted as evidence in any future proposals for such provision.**
- i That Applications No 2011/0507 and 2011/0511 (Old Bank House, Long Street and The Council House, South Street, Atherstone) be approved subject to the conditions specified in the report of the Head of Development Control; and**

j That the report of the Head of Development Control in respect Application No 2011/0529 (Car Park Park Road Coleshill) be noted.

51 Coventry Proposed Core Strategy 2011 – Coventry City Council

The Assistant Chief Executive and Solicitor to the Council sought views on the Coventry Proposed Core Strategy 2011 prepared by Coventry City Council.

Resolved:

That the observations included in the report of the Assistant Chief Executive and Solicitor to the Council be sent in response to the consultation.

52 Neighbourhood Planning Consultation

The Assistant Chief Executive and Solicitor to the Council reported that the Government was seeking views on the proposed new regulations governing a number of neighbourhood planning issues. The Board was asked to agree a suggested course of action.

Resolved:

That the response to the consultation questions outlined in Appendix B to the report of the Assistant Chief Executive and Solicitor to the Council be approved and, together with a copy of the report, be forwarded as the Borough's response to the consultation.

53 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April - September 2011

The Chief Executive and the Deputy Chief Executive reported on the performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Board for April to September 2011.

Resolved:

That the report be noted.

54 Exclusion of the Public and Press

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of

business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act.

55 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 Land at Oak Lea, Sandy Lane, Over Whitacre**
 - i the Solicitor to the Council be authorised to issue an Enforcement Notice relating to the unauthorised change of use of the land for the siting of a residential mobile home;**
 - ii the Notice to require the cessation of the use of the land for the siting of a residential mobile home through the removal of the mobile home from the site and the restoration of the land to its previous condition by removing the associated septic tank and hardstanding; and**
 - iii the compliance period be twelve months.**

- b That in respect of the site at Cedar House, Kingsbury**
 - i the Solicitor to the Council be authorised to issue two Enforcement Notices: firstly relating to the erection of a steel framed and clad building; and the secondly in relation to the storage of portable buildings and containers;**
 - ii the owner/occupier being required to demolish and/or remove the steel framed and clad building from the site; and to cease the use of the site or the storage of portable buildings and containers and to remove them from the land; and**
 - iii the compliance period be three months in respect of both notices.**

R Sweet
Chairman

**Planning and Development Board
14 November 2011
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5/5	2011/0259	Head of Development Control	Note	12/11/11
5/174	2009/0175	Mr Whitmore	Objection	11/11/11
5/312	2011/0507	Atherstone Town Council	Representation	3/11/11
	2011/0511	Atherstone Civic Society	Representation	7/11/11
		Atherstone Town Council	Representation	3/11/11

MINUTES OF THE AREA FORUM NORTH

THURSDAY, 20 OCTOBER 2011

The Area Forum North met at The Tithe Barn, Hall Court,
Bridge Street, Polesworth, at 6.30pm

Present: Councillor Morson in the Chair.

Borough Councillors Butcher, Humphreys, May, Moore,
M Stanley, Y Stanley, and Winter

In Attendance: Chris Brewer, Cheryl Bridges and Amanda Tonks – North
Warwickshire Borough Council
Jo Roberts – Warwickshire County Council
L Hargreaves – WCC Early Intervention
Nicola Wright – NHS Warwickshire
Jim Onions – Warwickshire Fire and Rescue
Carol Fox and Peter Fowler – Warwickshire Police Authority
Sgt Roger Fildes and PC Painter - Warwickshire Police
D Hanratty – Dordon Parish Council
G Taylor, L Ferguson and A J Arnold – Baddesley Ensor Parish
Council
D Davies and D Waithman – Newton Regis, Seckington and No
Mans Heath Parish Council
Jean Ball and R Meredith – Polesworth Parish Council
K Broomfield – Baxterley Parish Council
J Savage – Alvecote and Shuttington
R Withey, A Dyson and Mr Wright – Austrey Residents
S Exley – Polesworth Resident
V Shelton

1 Apologies for Absence

Apologies for absence were received from Borough Councillors A Stanley and Sweet.

2 Minutes of the Meeting of the Forum held on 14 July 2011

The minutes of the meeting of the Area Forum North held on 7 April 2011 were agreed as a correct record and signed by the Chairman, subject to the addition of Councillor May and Stan Orton to the list of those in attendance.

3 Matters Arising : You Said We Did

Jim Onions (WCC) presented 'You Said We Did' reporting back on the actions from the last meeting. A copy of the presentation can be viewed at www.warwickshire.gov.uk via the link for meetings and minutes.

4 Safer Neighbourhoods Update

PC Paul Painter (Warwickshire Police) and Cheryl Bridges (NWBC) presented a summary of the progress and actions that had been undertaken to address the priorities nominated by the Forum at its last meeting. The presentation can be viewed at www.northwarks.gov.uk via the link for meetings and minutes.

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

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

- Parking problems in area surrounding Austrey C of E Primary School at the start and end of the school day;
- Anti-Social Behaviour at Polesworth (Abbey Green); and
- Anti-Social Behaviour at Baddesley Ensor Recreation Ground.

5 Police Authority Update

Update given by Carol Fox, Police Authority representative.

- Police and Crime Commissioner elections to be held on 15 November 2012. Commissioner to appoint Chief Constable.
- Police Authority to be replaced by a Crime and Disorder panel made up of 10 councillors and 2 independent co-opted members. Home Office could give permission for up to 20 people to be on the panel. The Panel's role is one of scrutiny.
- New police telephone number to be launched in November. Dial 101 for non urgent matters.
- Team of senior officers to oversee the new strategic alliance between Warwickshire and West Mercia Police.

6 Public Questions and Parish Issues

Question from Mr Exley, Polesworth Resident

- 1 During May I passed information to the council re the unsightly 'supermarket style' metal wheeled milk container, belonging to Dairy Crest, that has been in the River Anker, below the footbridge, since before last Christmas. At that time the water was low and the various bits of bike etc were also clearly visible.

I had already confirmed with the Environment Agency that it was the council's responsibility and handed in at the council reception the e mails I had sent/received. The correspondence included comment on the danger of the overgrown, dirty, unsightly and dangerous condition of the overflow channel running adjacent to the river. I was concerned that a young child could easily run into the channel, chasing a ball, and end up in serious difficulty. I believe, as do other residents I have talked to, that the channel should be thoroughly cleaned. Had it been maintained it would not have reached this state. After about 3 weeks of no response I contacted the council and was put through to a lady, whose name escapes me.

As at 24 Sep the milk crate, and now a length of fence, is still in the river. Depth of water about 2 feet, distance from bank about 3 feet. Not difficult to retrieve if fishermen can stand easily in the water!

Response – Simon Powell – Assistant Director (Leisure and Community Development)

The lady's name in question was Alethea Wilson, the Council's Landscape Manager.

Upon receipt of the first complaint a request was issued to clear the debris. Given the content of this communication, this instruction has been re-issued, together with a request for notification if there is any reason why this presents a problem. The site is visited regularly and litter picking is undertaken where it is safe to do so.

The overgrown channels constitute a significant part of the proposed Local Nature Reserve in Abbey Green Park, for which management proposals will be drawn up next year, working (it is anticipated) with local people through a "Friends Group". We are aware of some local opinion that the channels should be cleared. How much this view is supported will be tested through consultation. To what extent the channels will be cleared will be informed by the desirability of open water areas balanced against the need for habitat that the vegetation provides. There tends to be a perception that "clean and tidy" is best, but this is not necessarily so. There is also a misconception that clearing the channels of vegetation will reduce flooding, which it will not. Above all we need to be sure that if we clear the channels that subsequent levels of maintenance can be sustained, as the area will quickly revegetate if left alone.

Any extensive clearance of the channels will be expensive, as it will require specialist contractors and machinery. We also have to consider options for the disposal of the material thus excavated. This will most likely have to be removed to a licensed tip off site (again expensive) as we cannot spread it in the floodplain, which encompasses most of the Park. Funding has been secured for the Local Nature Reserves project, but this is not likely to be sufficient if extensive dredging is required. We are in discussion with the Environment Agency concerning the best approach to managing this site and possible funding or contributions in kind. We are also considering other external funding options, such as Landfill Tax.

- 2 As you may be aware the newly planted trees either side of the footpath leading to the Abbey have been vandalised. Also a few weeks ago an attempt was made to rob the village post office.

Who monitors the CCTV images from cameras that are situated about the village?

This may have already been used to identify the persons concerned but the Neighbourhood Watch and others I have asked can not answer the question.

Response – Simon Powell – Assistant Director (Leisure and Community Development)

I understand that the CCTV cameras belong to, and are monitored by, Polesworth Parish Council. The trees in question belonged to the Parish Council and this and other incidents of vandalism to trees were reported to the Police.

Response – Councillor Mick Stanley

Polesworth Parish Council supplied the camera in question. They do not monitor the camera but can download images and do so for the Police on request. The incident of the damaged trees is on the tape, but the person(s) concerned has yet to be identified.

- 3 On Sat 24 Sep, about 1100, I was walking home through Abbey Green Park. A number of young people were looking in despair at all the rubbish, broken beer bottles and general chaos in and around the unfenced play area. As the young people said it's older children drinking during the evenings.

A local lady pensioner went to her nearby flat for a brush and I returned some few minutes later with brushes etc. We and some of the youngsters cleared up the glass and rubbish as best we could.

The question is if the area is suitably lit throughout the dark hours so as to be a deterrent? Is the area covered by CCTV? What is being done to discourage these acts of vandalism?

I know council staff clear the area Mon-Fri but it is at weekend/holidays that the young people go to that area. I also appreciate that that the area must be policed and that the Police can not be everywhere.

Response – Simon Powell – Assistant Director (Leisure and Community Development)

The Police are aware of the problem of anti-social behaviour and vandalism in Polesworth. It is a Safer Neighbourhoods Team priority area. The Grounds Maintenance team visits the Park daily in the week, but it is correct to point out that weekend cover is currently not provided. This matter will be reviewed within the context of developing the Management Plan for the Park, but cost will be an issue.

We have installed some lighting in the Park, but this is regulated to switch off at 10.00pm as a condition of the planning consent.

7 **Health Update**

Nicola Wright, NHS Warwickshire, presented the Annual Report by the Director of Public Health.

The five key priorities for public health in North Warwickshire were:-

- Obesity
- Alcohol
- Cancer and Screening
- Mental Health and Wellbeing
- Health Protection – Sexual Health.

A copy of the full report was available to view on the NHS Warwickshire or Warwickshire County Council websites.

The transition of the Public Health service from NHS Warwickshire to the County Council was highlighted.

8 **WCC/NWBC Updates**

Libraries

Jim Onions (WCC) reported that the proposals to provide community libraries at Dordon and Baddesley Ensor had been considered and approved by WCC's Cabinet at their meeting held on 13 October 2011.

Draft Core Strategy

Chris Brewer (NWBC) reported on the Draft Core Strategy that had been prepared which would, in part, take over from the North Warwickshire Local Plan 2006. The consultation on the Draft Core Strategy would last for 12 weeks from late October 2011 until mid January 2012. The Council's Forward Planning team would be contacting all Parish Councils to arrange a set of presentations on the Draft Core Strategy. Parish Councils would also be sent a paper copy of the document.

Creating a Community Hub

Chris Brewer (NWBC) presented a briefing note on Community Hubs. It was noted that an open meeting had been arranged for 8 November 2011 at 7pm at the Council House, Atherstone, for anyone interested in the Community Hub project.

Financial Strategy – NWBC

Chris Brewer (NWBC) gave a presentation on the Borough Council's current financial strategy. The presentation can be viewed at www.northwarks.gov.uk via the link for meetings and minutes.

9 **Funding Update**

Area Forum Fund

Two eligible applications to the Area Forum Fund were considered by Borough Councillors.

Resolved:

- a **That Austrey Archery Group be awarded the sum of £1,330 towards the purchase of bows, arrows, safety nets and other items of equipment; and**
- b **That Newton Regis, Seckington and No Man's Heath Parish Council be awarded the sum of £1,465 towards the cost of 3 village noticeboards.**

Sustainable Community Strategy Fund

10 projects had been granted funds as follows:-

- **Peer Mentoring Scheme £4,561** - Advert placed for youth worker to train 12 students at Polesworth School in OCN Level 2 in Mentoring;
- **Me to college £1,500** - 2 grants (£400) have paid for disadvantaged students to access higher education;
- **Locality forums for young people £2,000** - Changes to youth service have delayed project to set up a locality panel for young people;
- **Supportive Growing Project £1,015** - 3 gardens have been improved in Area Forum North. More referrals are welcomed from the area as are more volunteers;
- **Lofty £1,000** - 12 grants awarded towards loft insulation. Spent £600;
- **Boost £1,000** - 2 referrals - result in £400 of grant spent. More referrals are needed. Project provides £200 grants towards a new boiler;
- **Cook & taste sessions £2150** - Cookery demonstrations and participation by families to improve confidence in cooking and eating healthily towards more healthy lifestyle;

- **Disability Benefits Promotion and Support £1,250** - North Warwickshire CAB project providing advice on benefits for people who are housebound;
- **Year 11 'Girls Only Fitness Club' £538** - The girls projects are due to start after October half term; and
- **Grow, Cook, Eat – Baddesley: £5000** - A greenhouse has been purchased for the project and plans are underway to install a raised bed/seating area. Vegetables have been distributed to residents. Looking for a second site.

Lorna Ferguson asked who the contacts were for the Grow, Cook, Eat project in Baddesley. It was suggested that Zoe Davies and Jessica Grove based at North Warwickshire Borough Council, would be the best people to contact.

10 **Future Agenda Items**

Bus Services
Public Places Order
Health Watch

11 **Any Other Business**

It was suggested that NWBC/WCC could look at organising another Political Speed Dating event as a way to engage with young people. Councillor M Stanley explained that on 12 October 2011, as part of Local Democracy Week, 60 Year 8 pupils from Queen Elizabeth School had attended an event at the Council Offices in Atherstone. The event included a visit to the Mayor's Parlour and an opportunity to ask Borough Councillors questions. This had been very successful and it was hoped to hold similar events for other local Secondary Schools in the future.

Councillor Winter said that he had previously raised the issue of parking on the grass at Barn Close in Dordon and requested that a "No Parking" sign be erected. This had not yet been done.

Action: NWBC to look into this.

12 **Future Meeting Date**

The list of meeting dates for 2012 was noted.

The next meeting would take place on Thursday, 9 February 2012. Suggested venue was Baddesley Ensor.

Chairman

MINUTES OF THE AREA FORUM SOUTH

Thursday 27 October 2011

The Area Forum South met at Coleshill Town Hall, Coleshill at 7.00pm.

Present: Councillor Sherratt in the Chair.

Councillors Barber, Ferro, Fowler, Fox, Hayfield, Turley, Watkins

In Attendance: Bob Trahern, Cheryl Bridges – North Warwickshire Borough Council
PC Ellen Beaty (Beat Manager) – Warwickshire Police
Joanna Rhodes, Martin Gibbins – Warwickshire County Council
Gordon Etheridge, Barry Cotton – Shustoke Parish Council
John Poole - Shustoke Parish Council Clerk
Richard Williams – Corley Parish Council
Brian Martin – Ansley Parish Council
Sheena Baird, Gill Guy, Eric Fellowes – Arley Parish Council
Bill Richards, Harry Taylor - Coleshill Town Council
Sue Taylor – Fillongley Parish Council

Derek Axe, J Hoyle, Jillian Wall, John Wall, Marie Stephenson, G Coxall., F Briscoe, M Booth, T Booth, Sebastian Green, Jack Stuart, John Taylor, Joan Barry

and others. (39 people attended)

1. Welcome

Cllr Gordon Sherratt welcomed all present to the meeting.

2. Apologies for absence/ Minutes & You Said We Did

Apologies had been received from Councillor Les Smith,

The minutes of the meeting of the Area Forum South, held on 12 July 2011 were agreed as a true record and signed by the Chairman.

Joanna Rhodes provided an update – You Said We Did concerning progress made in addressing issues raised at the previous meeting of Area Forum South. A copy of the presentation can be viewed on the Councils website www.warwickshire.gov.uk via the link for meetings and minutes online

3. Safer Neighbourhoods Update

PC Ellen Beaty, Warwickshire Police and Cheryl Bridges, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken since the last meeting of the Forum. A copy of the summary detailing

these actions can be viewed on the Council's website www.warwickshire.gov.uk via the link for meetings and minutes online.

Following discussion the priorities identified were:

- Drivers turning right out of Church Hill on to High Street, Coleshill
- Thefts from/safety of allotments
- Anti social behaviour behind the Bretts Hall Estate, Ansley Common

A number of other issues were highlighted including theft of metal (including cabling) vandalism at Coleshill Cricket Club, problems at the Memorial Park, cars parking at the former Coleshill Youth Centre.

4. Police Authority Update

Update given by Peter Fowler, Police Authority representative.

- Keith Bristow, Chief Constable, has been appointed to head the National Crime Agency and Andy Parker, currently deputy Chief Constable, has been appointed to replace him on a temporary basis.
- Police and Crime Commissioner elections to be held on 15 November 2012. Commissioner to appoint Chief Constable.
- Police Authority to be replaced by a Crime and Disorder panel made up of 10 councillors and 2 independent co-opted members. Home Office could give permission for up to 20 people to be on the panel. The Panel's role is one of scrutiny.
- New police telephone number to be launched in November. Dial 101 for non urgent matters.
- Team of senior officers to oversee the new strategic alliance between Warwickshire and West Mercia Police. The alliance formally starts on 1 November 2011.

It was confirmed that the Police buildings in Coleshill are still in use though some parts are empty. The building will be vacated once alternative premises are found for the Safer Neighbourhoods Team. No date can be confirmed at this stage when the buildings will be sold.

5 Health Update

Nicola Wright, NHS Warwickshire, presented the Annual Report by the Director of Public Health.

The five key priorities for public health in North Warwickshire were:-

- Obesity

- Alcohol
- Cancer and Screening
- Mental Health and Wellbeing
- Health Protection – Sexual Health.

A copy of the full report was available to view on the NHS Warwickshire or Warwickshire County Council websites.

The transfer of the Public Health service from NHS Warwickshire to the County Council was highlighted. It was indicated that the funds will be ring fenced and cannot be spent on anything else.

Concern was expressed about the difficulties facing local residents in accessing health facilities due to poor public transport within the Borough.

6. Public Questions and Parish Issues

Bill Richards asked for a brief statement from WCC/NWBC elected members on their views about the proposed boundary changes for the new Meriden Constituency?

In response it was indicated that the Borough Council position was that it was up to the respective parties to provide a response to the consultation.

Bill Richards asked NWBC elected members to give an up-date on timescales for the proposed Morrison's supermarket development in Coleshill.

It was indicated that an application had been received and the receipt of the application will be reported to Planning Board on 14 November with a further report for a decision to be made probably in December. The application is seeking to amend the existing permission. It is not a new planning application.

Bill Richards also asked for confirmation that the capital raised has been ring-fenced for leisure development in our Town. Following the meeting an update has been provided by Richard Dobbs as follows:

"The resolution of the Executive Board on 5th May, 2009 that any receipts from the future sales of the adjacent car park and the existing Coleshill Leisure Centre site be ring-fenced for a replacement indoor leisure facility in Coleshill, subject to the future preparation and acceptance of the required sustainable and viable feasibility studies and business plans remains unchanged."

Ansley Common – Clarification was requested concerning who funded the street lights from Hill Top – Gun Hill.

The parking of vehicles for sale in a number of locations across the village were highlighted and asked to be investigated.

7. WCC Updates

Libraries

Joanna Rhodes (WCC) reported on the outcome of the proposals to provide community libraries in North Warwickshire had been considered and approved by WCC's Cabinet at their meeting held on 13 October 2011. Consultation on the opening hours of the County Council provided libraries would be subject to public consultation starting on 14 November.

8. NWBC Updates

Draft Core Strategy

Bob Trahern (NWBC) reported on the Draft Core Strategy that had been prepared which would, in part, take over from the North Warwickshire Local Plan 2006. The consultation on the Draft Core Strategy would last for 12 weeks running from late October 2011 until mid January 2012. The Council's Forward Planning team would be contacting all Parish Councils to arrange presentations on the Draft Core Strategy. Parish Councils would also be sent a paper copy of the document.

Creating a Community Hub

Bob Trahern (NWBC) presented a briefing note on Community Hubs. It was noted that an open meeting had been arranged for 8 November 2011 at 7pm at the Council House, Atherstone, for those interested in the Community Hub project.

9. Date of Next Meeting

It was confirmed that the date of the next meeting would be on 23 February 2012 and not 14 February as indicated on the agenda. Venue to be confirmed.

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE LICENSING COMMITTEE

23 November 2011

Present: Councillor Payne in the Chair

Councillors Davis, Lewis, Morson, M Moss, Pickard, Sherratt, Watkins and Wykes

Apologies for absence were received from Councillors Butcher, Freer, Humphreys, A Stanley, Y Stanley and Sweet.

6 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of the various Town or Parish Councils of Councillors Davis (Atherstone), Lewis (Kingsbury), Morson (Dordon), M Moss (Kingsbury) and Pickard (Atherstone) were deemed to be declared at this meeting.

7 **Minutes**

The minutes of the meeting of the Committee held on 6 June 2011, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

8 **Budgetary Control Report 2011/2012 Period Ended 31 October 2011**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2011 to 31 October 2011. The 2011/12 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

9 **Police Reform and Social Responsibility Act 2011**

The Assistant Chief Executive and Solicitor to the Council reported on the considerable amendments being made to the Licensing Act 2003 by the Police Reform and Social Responsibility Act 2011. Members were informed of the implications for the Council.

Resolved:

a That the changes to the Licensing Act 2003 be noted; and

- b That further reports be brought before the Committee as and when the various provisions requiring a decision from the Committee are implemented; and**

Recommended to the Executive Board

- c That the Constitution of the Council be changed to reflect the delegated powers detailed in paragraphs 3.3 and 3.6 of the report.**

10 Licensing Act 2003 – Consultation on Proposals to Deregulate Schedule One

The Assistant Chief Executive and Solicitor to the Council reported on the Government's proposal to deregulate Schedule One of the Licensing Act 2003. The Committee was informed of the main implications and invited to respond to the consultation.

Resolved:

- a That the consultation paper be noted;**
- b That the views set out in the report of the Assistant Chief Executive and Solicitor to the Council be forwarded to the Department For Culture, Media and Sport;**
- c That the Assistant Chief Executive and Solicitor to the Council be asked to respond to the consultation setting out the issues raised in his report and the Council's concern in respect of the proposals to deregulate Schedule One; and**
- d That the two Members of Parliament be informed of the Council's concern in respect of the proposals to deregulate Schedule One.**

11 Licensing Act 2003 – Consultation on Relaxation of Licensing Hours for the Queen's Diamond Jubilee

The Assistant Chief Executive and Solicitor to the Council sought views on the proposals to make a licensing hours order under section 172 of the Licensing Act 2003 to mark the occasion of the Queen's Diamond Jubilee in June 2012.

Resolved:

That the consultation on proposals to relax licensing hours for the Queen's Diamond Jubilee be noted.

12 Local Government (Miscellaneous Provisions) Act 1982 Street Trading Consent Policy

The Committee was asked to consider the adoption of a policy in respect of granting street trading consents

Recommended:

That the policy relating to the granting of street trading consent (Appendix A) be adopted as Council policy.

Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

28 November 2011

Present: Councillor M Stanley in the Chair

Councillors Hayfield, May, Moore, Phillips, Smith and Winter.

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

Councillor Pickard was also in attendance.

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

Any personal interests arising from the membership of Warwickshire County Council of Councillors Hayfield and May and membership of the various Town/Parish Councils of Councillors Moore (Baddesley Ensor), Phillips (Kingsbury), M Stanley (Polesworth) and Winter (Dordon) were deemed to be declared at this meeting.

49 **Minutes of the meeting of the Board held on 13 September 2011.**

The minutes of the meeting of the Board held on 13 September 2011, copies having been circulated, were approved as a correct record and signed by the Chairman.

50 **Constitutional Amendments**

The Assistant Chief Executive and Solicitor to the Council reported on a number of amendments to the Council's Constitution and the Board was asked to agree a suggested course of action.

Recommended:

- a **That the changes to the Portfolio Holder arrangements and formal abolition of the Portfolio Groups detailed in the report of the Assistant Chief Executive and Solicitor to the Council be agreed;**
- b **That a meeting of the Council's Independent Remuneration Panel be called to review Members' allowances generally, and in particular those for Chairmen, Vice-Chairman, Chairmen of Sub-Committees, Portfolio Holders and Area Forum Chairmen. This review would include the mileage and subsistence allowances;**

- c That the amendment to the substitution scheme for Members detailed in the report be agreed;**
- d That the changes to the Constitution proposed by the Licensing Committee be agreed; and**
- e That the additional delegation regarding the Council's licensing powers be agreed.**

51 Calendar of Meetings

The Board was invited to approve the calendar of meetings for 2012/13

Recommended:

That the calendar of meetings for 2012/13 as submitted at Appendix A to the Chief Executive's report be approved.

52 Supplementary Estimate Request from the Planning and Development Board

The Board was invited to consider a request for a supplementary estimate to cover the shortfall in planning fee income and the additional costs of the Building Control Partnership.

Recommended:

That the request for a supplementary estimate for £124,000 to cover the reduction in Planning Fee income and additional costs on Building Control be approved.

53 Reduction of Council Tax Discounts for Second Homes and Long Term Empty Dwellings

The Board was asked to consider using its discretion to reduce Council Tax discounts awarded in respect of "second homes" and "long term empty" properties. The Resources Board had considered the matter at its recent meeting and recommended that the reductions be introduced.

Recommended:

That the Council authorises

- a The reduction of council tax discounts on second homes from 50% to 10% from 1 April 2012; and**

- b The reduction of council tax discounts on long-term empty dwellings from 50% to zero from 1 April 2012.**

54 Nominated Governor – George Eliot Hospital

The Chief Executive reported that the Council had been invited to nominate a replacement for former Councillor Wendy Smitten on the Board of Governors for the George Eliot Hospital.

Recommended:

That Councillor Pickard be nominated to serve on the Board of Governors for the George Eliot Hospital.

55 Budgetary Control Report 2011/12 Period Ending 31 October 2011

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2011 to 31 October 2011. The 2011/2012 budget and the actual position for the period, compared with the estimate at that date, was given, together with an estimate of the out-turn position for services reporting to this Board.

Resolved:

That the report be noted.

56 Whistleblowing Policy

The Board was invited to agree changes to the Council's Confidential Reporting Policy (also known as the Whistleblowing Policy).

Recommended:

That the revised Policy set out in the Appendix to the report of the Assistant Chief Executive and Solicitor to the Council be adopted.

57 Employee Code of Conduct

The Board was asked to agree changes to the Council's Employee Code of Conduct.

Recommended:

That the revised Code set out in the Appendix to the report of the Assistant Chief Executive and Solicitor to the Council be adopted.

58 **Equality Act 2010 (Specific Duties) Regulations 2011**

The Assistant Chief Executive and Solicitor to the Council reported on the details of the requirements of the Equality Act 2010 (Specific Duties) Regulations 2011 and suggested an approach for discharging those duties.

Recommended:

- a **That the Regulations and the duties contained therein be noted; and**
- b **That the Assistant Chief Executive and Solicitor to the Council be given delegated powers to finalise the information to be published, as required by the Regulations.**

59 **The Bribery Act 2010**

The Assistant Chief Executive and Solicitor to the Council and the Audit Manager reported on the key issues arising from the Bribery Act 2010.

Recommended:

- a **That the report be noted; and**
- b **That the Policy attached as an Appendix to the report of the Assistant Chief Executive and Solicitor to the Council and the Audit Manager be adopted.**

60 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets – April 2011 to September 2011**

A revised report from the Chief Executive was circulated at the meeting. Members were informed of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April to September 2011.

Resolved:

That the report be noted.

61 **Minutes of the Meeting of the Safer Communities Sub-Committee**

The minutes of the meeting of the Safer Communities Sub-Committee held on 17 November 2011 were received and noted.

62 Minutes of the meetings of the Special Sub-Group held on 24 October, 7 November and 23 November 2011

It was proposed by the Chairman and agreed that the minutes of the meetings of the Special Sub-Group held on 24 October, 7 November and 23 November 2011 be considered in the public session. The minutes of the meetings of the Special Sub-Group held on 24 October, 7 November and 23 November 2011 were then received and noted.

63 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.

64 Payment Management Replacement System

The Assistant Director (Corporate Services) reported on the need for the Council to purchase a new Payments Management system or upgrade the existing system to ensure it maintained compliance with Payment Card Industry data security standards. The report had been considered and approved by the Resources Board at its recent meeting.

Recommended:

- a That Capital growth of up to £70,000 and Revenue growth of up to £10,000 as identified in section 3 of the report the Assistant Director (Corporate Services) be approved; and**
- b That a further report be brought to the Board once the final costs are known and the preferred supplier selected.**

M Stanley
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE SCRUTINY BOARD

5 December 2011

Present: Councillor Pickard in the Chair

Councillors Barber, Davis, N Dirveiks, Forwood, Fowler, Freer, Hayfield, Humphreys, Johnston, Lewis, Y Stanley and Turley.

Apologies for absence were received from Councillors Butcher and M Moss.

Councillors Morson and B Moss were also in attendance.

14 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler and Hayfield and membership of the various Town or Parish Councils of Councillors Barber (Ansley), Davis, Freer and Pickard (Atherstone), Lewis and M Moss (Kingsbury) and Y Stanley (Polesworth) were deemed to be declared at this meeting.

15 **Minutes**

The minutes of the meeting of the Board held on 19 September 2011, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

16 **Making North Warwickshire a Safer Place 2011/12**

The Chief Executive informed Members of the work of the North Warwickshire Community Safety Partnership and provided an update on progress with the work areas identified for further investigations. Julie Sullivan (Warwickshire County Council) and Chief Inspector Bob Musgrove were also in attendance for this item.

Resolved:

That the progress made with the work areas of the North Warwickshire Community Safety Partnership be noted.

17 **Exclusion of the Public and Press**

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.

18 Update on Industrial Units Scrutiny Project

The Assistant Chief Executive and Solicitor to the Council informed Members of the Chairman's report on the review of the Council's Industrial Units.

Resolved:

That the report be agreed and referred to Resources Board.

19 Review of the Dog Warden Service

The Assistant Chief Executive and Solicitor to the Council reported on the discussion and conclusions of the Working Group established at the last Board meeting to discuss the Dog Warden Service.

Resolved:

That the report be noted.

D PICKARD
Chairman