

North Warwickshire Borough Council

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Chief Executive

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**This matter is being dealt with by
Mr D Harris**

Direct Dial : (01827) 719222

Your ref :

Our ref : DH/JB C7

Date : 10 November 2009

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 18 November 2009 at 6.30pm. The Reverend Stephen Bridges, Vicar of Warton, will be in attendance to lead the Council in Prayer.

After prayer, the following business will be transacted:

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

“That the minutes of the Meeting of the Council held on 29 July 2009 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 **Area Forum South** 14 July and 22 October 2009 – (Pages 40 - 48)
 - b **Area Forum North** 23 July and 27 October 2009 – (Pages 49 - 55)
 - c **Area Forum East** 28 July and 13 October 2009 – (Pages 56 - 64)
 - d **Area Forum West** 30 July and 15 October 2009 – (Pages 65 - 71)
 - e **Planning and Development Board** 17 August, 21 September and 19 October 2009 – (Pages 72 - 85) and 16 November 2009 (to follow)
 - f **Resources Board** 7 September and 26 October 2009 – (Pages 86 - 99)
 - g **Community and Environment Board** 28 September 2009 - (Pages 100 - 102)
 - h **Executive Board** 30 September and 2 November 2009 - (Pages 104 – 111)
 - i **Scrutiny Board** 9 November 2009 – (Pages 112 - 113).
- 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 29 JULY 2009**

Present: Councillor Moore in the Chair.

Councillors Bowden, Davis, Forwood, Fox, Freer, Gordon, Hayfield, Johnston, Lea, Lewis, Morson, B Moss, M Moss, Payne, Phillips, Pickard, Sherratt, Simpson, Smith, Smitten, M Stanley, Y Stanley, Swann, Sweet, Welby, Winter and Zgraja.

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

Apologies for absence were received from Councillors Butcher, L Dirveiks, N Dirveiks, Fowler, Jenkins, May and Wykes.

Before the commencement of business, David Yeo Poulton, former Minister at Trinity Church, Baddesley Ensor, led the Council in Prayer.

16 Declarations of Interest

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

Councillor Hayfield declared a personal interest in Minute No 20e of the Planning and Development Board held on 20 July 2009 by reason of being a Non-Executive Director of NHS Direct.

17 Minutes

The minutes of the meetings of the Council held on 13 May and 25 June 2009 were approved as a correct record and signed by the Mayor.

18 Mayor's Announcements

The Mayor reported on the following:-

- He thanked all those involved in organising the very successful Freedom of the Borough Ceremony;
- On 27 July he had held a skittles evening at the Horse and Jockey at Bentley;
- That a cabaret evening was being organised for October; and
- That his Civic Service was to be held on Sunday 15 November 2009.

19 Questions Pursuant to Standing Order No. 7

There were no questions pursuant to Standing Order No 7.

19 **Minutes of Boards**

- a) **Planning and Development Board** – 18 May, 15 June and 20 July 2009

It was proposed by Councillor Simpson, seconded by Councilor Sweet and

RESOLVED:

That the minutes of the meetings of the Planning and Development Board held on 18 May, 15 June and 20 July 2009, together with the recommendations contained therein, be approved and adopted.

- b) **Resources Board** – 1 June and 6 July 2009

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

RESOLVED:

That the minutes of the meetings of the Resources Board held on 1 June and 6 July 2009, together with the recommendations contained therein, be approved and adopted.

- c) **Community and Environment Board** – 8 June 2009

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

RESOLVED:

That the minutes of the meeting of the Community and Environment Board held on 8 June 2009 be approved and adopted.

- d) **Executive Board** – 29 June 2009

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

RESOLVED:

That the minutes of the meeting of the Executive Board held on 29 June 2009, together with the recommendations contained therein, be approved and adopted.

- e) **Scrutiny Board** - 28 July 2009

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

RESOLVED:

That the minutes of the meeting of the Scrutiny Board held on 28 July 2009 be approved and adopted.

20 **Notice of Motion Under Standing Order No. 10**

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

21 **The Common Seal**

It was proposed by Councillor Winter, seconded by Councillor Swann 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

MINUTES OF THE AREA FORUM SOUTH

14 July 2009

The Area Forum South met at 7.00pm at Maxstoke Village Hall

Present: Councillor Hayfield in the Chair

Borough & County Councillors Sherratt, Fowler, Gordon, Fox & Hayfield

In attendance: A Rigby, Jo Roberts, Dave Clarke (WCC), R Beggs, A Wilson, M Dittman, D Barratt (NWBC) Sgt Drake, PC Hopkins, PCSO Owen, PCSO Waller (Warwickshire Police), A Bates (Warwickshire Fire & Rescue) J Poole (Maxstoke & Shustoke PC), S Wallace, B Stuart & J Stuart, G Ettheridge & B Coton (Shustoke PC), B Martin (Ansley PC), S Wallace, J Upton (Coleshill PC), P Osbourne, S Osbourne (Corley PC), B Stuart, J Stuart, J Jennings, G Greatorix, R Harris (Members of the Public)

1. Apologies for Absence.

Chris Page (Maxstoke PC), Clare Jolly (WCC), Cllr L Smith & Cllr T Welby

2. Minutes of the meeting held of the Forum held on 28 April 2009

The minutes were agreed as a true record.

3. Matters Arising

None.

4. Local Development Framework – Core Strategy feedback & update – D Barratt

D Barratt advised that the Local Development Framework (LDF) is a new plan being prepared by the Council to guide future development. It is a folder of planning documents that will replace North Warwickshire's Local Plan.

The first stage in the preparation of the Core Strategy is the Issues and Options Consultation, which identifies the issues to be included in the Core Strategy and what the strategic planning options could be. The consultation will run until 6 August 2009

The Core Strategy Issues and Options is a comprehensive document which includes research and analysis and findings from public consultation on the planning challenges. The council is asking residents and all others interested, to agree the issues that North Warwickshire is facing to 2026, and select options to address those issues. In addition, the council would like to know if there are other planning issues.

Key issues have been identified which NWBC believe need to be addressed for planning the future of the borough over the next 15 years. The LDF proposes several different ways, or options, of dealing with these issues. The Consultation will provide the opportunity for local residents to decide which option will work best and whether the right issues and options have been identified.

The full document can be viewed on NWBC website www.northwarks.gov.uk.

All Parish Councils have been sent copies of the full document and been invited to comment. The closing date for comments is 6 August.

Further advice was given to those Parishes bordering other local authorities where their Core Strategy proposals could impact locally. For example a proposal by Coventry City Council is to create an eco-town type development in the Keresley area bordering with Corley. Similarly Tamworth Borough and Nuneaton & Bedworth Borough Councils have Core Strategy proposals that could impact on villages in North Warwickshire.

5. Safer Neighbourhoods - Partners And Communities Together (PACT)

Sgt Drake presented a summary of the progress and actions that had been undertaken on the PACT priorities chosen at the last meeting: **Speed checks – Ansley Common (within 100 metres either side of Nursery Road) and Anti-social behaviour – Coleshill Youth Centre, Temple Way.**

R Beggs (NWBC) gave an update on the work undertaken by the North Warwickshire Community Safety Partnership to deliver diversionary activities to young people through Activities 4U and this included weekly visits to the Coleshill Community Centre.

R Beggs also advised that the Community Speed Watch Scheme had started in Ansley village. The scheme trains local Volunteers to use speed detection equipment and monitor traffic at pre-selected locations. The details of vehicles exceeding the speed limits are passed to the police who send cautionary letters to the registered keepers. A similar scheme in Ansley Common is looking unlikely to happen due to a lack of volunteers.

Following the presentation Sgt Drake asked the forum to consider three Community Priorities to be taken forward to the PACT Panel from this round. A general discussion ensued and it was agreed that the priorities for Area Forum South would be:-

**Anti Social Behaviour – Birmingham Road & High Street Coleshill
Parking – Zebra Crossing / zig zags & Disabled Bay, Coleshill High Street.**

6. Public Questions/Parish Issues

Question from Kevin Winterburn (Maxstoke) –

Armed robbery of our rural post offices. Sue Lapin at Fillongley Post Office has been attacked three times. The last time at gun point. She is a very brave lady, and at very serious risk. What are the police doing to take these murderous criminals out of circulation?

Sgt Drake responded that 2 burglars were now in prison. The third incident is still being investigated.

Cllr Hayfield asked each Parish in turn to raise any issues they would like addressing:-

Shustoke PC – Problems with young people drinking at the back of the school
Action: Police to investigate.

Maxstoke PC – Provided an update on talks with Transport Planning Team, WCC on the introduction of 40mph speed limit in two parts of Maxstoke -

Request for Speed Limit Review results on B4114 around Blythe Bridge; also Duke Bridge at Duke End, Maxstoke

Corley PC– No issues reported

Ansley PC– No issues reported

Fillongley PC– No issues reported

Coleshill PC– No issues reported

7. Area Pledge (Update) – Dave Clarke (WCC)

D Clarke underlined the Area Pledge as a commitment by the public agencies to work more closely with the local community on locally important issues that bring benefit to residents and the local area. In April it was agreed that a draft Pledge would focus on addressing rural transport issues. Partners (NWBC, WCC, Voluntary sector etc) are currently gathering information on local transport services and drawing up a draft Pledge to develop in consultation with the Area Forum.

8. Green Space Strategy Fund - £10k – Alethea Wilson (NWBC)

A Wilson reported that in December 2008 the Borough Council's Executive Board formally adopted the North Warwickshire Green Space Strategy and approved, in principle, the supporting Action and Funding Plan. £10,000 has now been made available to each Area Forum for the implementation of projects that deliver key priorities identified in the Strategy. These projects may be on land within the control of parish and town councils, other organisations or on land owned by the Borough Council.

A Wilson advised that the Authority will be writing to each parish/town council and partner organisations to draw their attention to the key priorities in the Strategy for their sub Area, and ask that the relevant Parish Councils to indicate which projects they would like to be taken forward. If their choice is a project on land that they control, they will also be asked to complete an Expression of Interest form to indicate how much support they would be seeking from the Fund and, in outline, how this money would be spent in the delivery of the project. Submissions for projects that are not specifically identified within the Green Space Strategy will also be considered, provided that applicants clearly demonstrate how their proposal will advance the priorities of the Strategy itself.

The deadline for the return of this information will be early November 2009, in order to allow the necessary time for local consultations and the preparation of "bid" submissions. The results of the submissions from parishes and partners and any received Expressions of Interest will be reported to each Area Forum at its meeting in January 2010.

A Wilson advised that supporting information can be found on the Borough's website:- www.northwarks.gov.uk.

9. Appointment of Representatives on Outside Bodies (NWBC)

The following representatives were appointed for a period of one year expiring in May 2010:-

Coleshill Grammar School Endowment Foundation
Dr Andrew Watkins & Cllr Sherratt

Market Town Initiative, Coleshill
Cllr Gordon & Cllr Fowler

10. Future Agenda Item

- Speed Limit Review of A & B Roads, WCC
Please use link below for all the latest information
www.warwickshire.gov.uk/speedlimitreview
- Future schemes / proposals for recycling in North Warwickshire, NWBC

11. Any Other Business

It was noted that the Councillors and local residents would like the police to be more approachable during the Police Surgery.

12. Next Meeting

22 October – The Coleshill School

MINUTES OF THE AREA FORUM SOUTH

22 October 2009

The Area Forum South met at 7.00pm at The Coleshill School

Present: Councillor Sherratt in the Chair

Borough & County Councillors: Fowler, Gordon, Fox; Zgraja

In attendance: A Rigby, C Fossey, J Rhodes (WCC), R Beggs, J Douglas, S Maxey, (NWBC) Sgt Drake, PC Hopkins, PC Vaughton, PCSO Staten, PCSO Waller CI Belcher, Insp Davies (Warwickshire Police), J Andrews (Over Whitacre PC); B Coton E H, J Poole (Shustoke PC); B Martin (Ansley PC) S Wallace, J Upton (Coleshill TC); J Macdonald (Corley PC); D Key, R Parker (NWCAVA);, L Davies, B Stuart & J Stuart, P Rafferty; G Twigge, P Twigge, D Jones, C McAleenan, B McAleenan, E Mortiboys, I Rees (Members of the Public)

1. Apologies for Absence.

Cllr Hayfield, Fillongley Parish Council

2. Minutes of the meeting held of the Forum held on 14 July 2009

To include Bob Trahern, NWBC as present. The minutes were agreed as a true record.

3. Matters Arising

Local Development Framework update from NWBC: Following the first round of consultation which finished on 6 August it is proposed that a further round of consultation takes place around March 2010 when the draft Core Strategy is due out.

4. Safer Neighbourhoods

Glen Belcher is Acting Chief Inspector for North Warwickshire over the next 6 months.

Sgt Drake presented an update on police activity over the last 3 months and recorded crime statistics. The key message is that crime, including incidences of anti-social behaviour is falling across the borough.

Sgt Drake also gave a summary of the progress and actions that had been undertaken on the Area Forum priorities chosen at the last meeting:

Parking – Coleshill Town Centre around Tesco (crossing, zig-zags and disable bay)

Anti-social behaviour – Coleshill Town Centre, Birmingham Rd, High Street

A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes.

In response to questions Sgt Drake replied that 2009 figures for Anti-social behaviour (ASB) were not yet available to the public. Latest figures used were from September 2008. It was pointed out these figures do not provide an up to date picture of police activity.

The accurate reporting of violent crime is a key priority for Warwickshire Police

In response to recent incidences of ASB in Ansley Common the public are encouraged to report each incident. One Acceptable Behavioural Contract (ABC) has been issued and two incidences of fly tipping have also been reported recently.

In response to observations that 'Active Traffic Management' vehicles are parking inappropriately in Coleshill town centre, local PCSO will liaise with company to find out what they are doing and ask them to park more responsibly.

PCSO responsibilities were discussed particularly around issuing parking tickets. Representation from local councils has been made to the Chief Constable in the past to increase powers to PCSOs in Warwickshire. Further representation will be made by Safer Communities portfolio group, NWBC in due course.

It was agreed a letter should be sent from this Forum to the Chief Constable in support of greater powers for PCSOs.

The need for a crossing point on the Coventry Road near The Coleshill School was raised.

The following Area Forum priorities were agreed:

Anti-social behaviour - Ansley Common around allotments

Anti-social behaviour (4x4 vehicles) – Ansley Common around Footpath AE 197

Anti-social behaviour – Coleshill Town Centre around Birmingham Rd / High Street

R Beggs advised on the increase in thefts of car number plates. Free anti-vandal screws are available through local Neighbourhood Watch Teams. An event is planned for 3 November in Coleshill Town Centre to raise awareness of the issue and give out free anti-vandal screws.

M Rowland, WCC Trading Standards Service, gave a presentation on 'Tackling Underage Sales of Alcohol'. The presentation outlined the proactive role played by Trading Standards in preventing the illegal sales of alcohol to under 18s. It included their enforcement duties under the Licensing Act; initiatives to educate traders about their legal obligations; offences and penalties for underage sales of alcohol; and partnership working with the Police, to monitor compliance with the law, using young volunteers in targeted, intelligence-led test-purchasing campaigns.

The public are encouraged to report incidents of underage sales to Trading Standards by contacting: www.consumerdirect.gov.uk Tel. 08454 04 05 06

5. Public Questions/Parish Issues

Written question submitted by Clerk, Ansley Parish Council:

There was, until recently, a picnic area owned by the Borough Council on the old railway cutting site up Oldbury Road in the vicinity of Slacks Farm. This area has now been sold by the Borough Council to the owner of Slacks Farm who has bulldozed the lot and flattened the site. The Parish Council feel that it is such a shame that this area of local amenity has been lost, and over 100 saplings have been destroyed which the Borough Council planted themselves some years ago. Why was this done without any consultation with local residents and is it a new policy of the Borough Council to sell off public land to private individuals.?

Reply provided by Warwickshire County Council's Rural Services Team and Asset Management Team:

The land was acquired by WCC in 1960 / 70's as a potential site for tipping waste. Part of the land at Oldbury Cutting was formerly a picnic site managed within the Country Parks portfolio, WCC. However, constant vandalism, burnt out cars and other antisocial behaviour / police involvement resulted in it being decommissioned in 1994.

The site lay dormant whilst alternative uses were sought without success such as: a chipping store for County Highways; a green waste station; a site managed by Warwickshire Wildlife Trust.

In 2007/8, WCC Rangers contacted the owner of Slacks Farm when dealing with the public footpath (part of the Centenary Way long distance trail). The owner then expressed an interest in purchasing the Cutting.

The Oldbury Cutting Picnic Area, Hartshill was sold in April 2009 by Warwickshire County Council (WCC) to the owners of Slack's Farm, subject to the existing public footpath. The owner purchased the Cutting to help improve security to the property. WCC retained the adjacent chipping store.

Further land sales:

There are no plans to dispose of any Country Parks or Greenways in North Warwickshire.

WCC has a new 'Procedure for Declaring Property Surplus', which requires it to consult with partner agencies, and also Warwickshire CAVA, on behalf of the third sector when we have surplus land or buildings, to see whether they have any interest in purchasing them. This procedure was not in place when the Oldbury Cutting disposal took place.

In response to a question by Coleshill Town Council and Coleshill Civic Society about the planning application made by a supermarket to build in the town the following reply was given. The Planning Board, NWBC supported the application giving outline planning permission. The application will go before Full Council, NWBC for a decision.

In response to a question from Over Whitacre Parish Council, concerned with increased traffic speeds through the parish the following response was given. Road Safety Unit, WCC to contact Parish Council and add site(s) to SpeedAware campaign.

In response to a question from Shustoke Parish Council about parking on double yellow lines (Wilkinson Way) outside the school the following reply was given. PCSO Boulter to assist.

6. Warwickshire Fire & Rescue Service Consultation – Joanna Rhodes (WCC)

J Rhodes, (WCC) reported on the County Council's Fire and Rescue Service consultation process currently taking place and encouraged people to attend the public consultation meetings to be held on 27 October 2009 at The Coleshill School and 19 November 2009 at Polesworth.

Copies of the consultation document were available at the meeting. Alternatively full details can be viewed on-line at www.warwickshire.gov.uk/fireandrescue. The closing date for submissions is 8 December 2009.

7. Future of Indoor Leisure Provision in Coleshill – Jaki Douglas (NWBC)

J Douglas fed back on the two public consultations held on 1st July and 26th September. 366 questionnaires have been received from groups and individuals.

All those who have responded agreed that there was a need for leisure provision in the town. 17% thought it should remain at the present site; 35% preferred the Memorial Park; 39% at The Coleshill School.

As part of the consultation all parish councils have been contacted. It is looking unlikely that a swimming pool would be included in the final plan.

A progress report will be discussed by NWBC councillors in due course.

In response to a question about the future of Kingsbury swimming pool, a report will be going to Warwickshire County Council's North Warwickshire Area Committee in either November 2009 or January 2010.

8. Speed Limit Review – Chris Fossey (WCC)

C Fossey gave a presentation on the Speed Limit Review undertaken on all A & B roads in the County by the Road Safety Unit, Warwickshire County Council.

When reviewing a speed limit for a particular road the following issues were considered: speed of vehicles, number of injuries, the road environment, types of vehicles using the road.

Phase 1 of the Review involved 105Km of A & B road network being assessed in North Warwickshire

Phase 2 involved an informal public consultation process

Phase 3 involved a statutory consultation with partners (police, local councils)

Final decision on the Speed Limit Review in North Warwickshire was agreed by Warwickshire County Council's North Warwickshire Area Committee

C Fossey gave a local example: B4114 from Birmingham boundary to Nuneaton

The road was divided into 8 sections.

Two sections had a reduction in speed limit from 60mph to 50mph and one section from 60 mph to 40mph at a cost of approx. £50,000. Two sections required engineering measures - Vehicle Activated Signs (VAS) to assist motorists to comply with the new speed limit.

In response to questions. It is too early to say whether the review has had a positive impact on driver behaviour. An evaluation will be undertaken in due course.

No speed limits were increased as part of the review.

C Fossey will follow up the installation of VAS on the section between Furnace End to Ansley Common.

9. Funding in North Warwickshire

J Douglas, NWBC informed of two applications for funding and it was

Resolved:

That the following grants be awarded

- **5th Coleshill Brownies - £760;**
- **The Old Barn Centre, Old Arley - £2840**

A Rigby, WCC informed on three funding schemes from Warwickshire County Council:

- Community Computers - 25 recycled computers available to community groups in North Warwickshire. This scheme will be launched shortly by North Warwickshire CAVA
- Community Development Fund - £36,000 available to local voluntary and community groups in North Warwickshire to benefit local communities. Closing date for applications 4 December 2009. Applications to be considered by North Warwickshire Area Committee in January 2010
- Small Grants Fund – up to £500 available to new community groups and projects in North Warwickshire

10. Area Pledge update – Joanna Rhodes

J Rhodes shared the draft Pledge with the Forum, which is supported by North Warwickshire Borough Council and Warwickshire County Council. The Forum was asked to comment on the draft Pledge to 'Addressing local transport issues'.

Any one wanting to highlight a need or issue around local transport can fill out and return the appropriate section on the draft Pledge or alternatively send an e-mail to:

alistairrigby@warwickshire.gov.uk

The Community Development Fund, WCC can be used by community groups to help deliver the Pledge and tackle local transport issues.

11. Future agenda items

None

12. Any other business

None

13. Next Meeting

Thursday, 28 January 2010

MINUTES OF THE AREA FORUM NORTH

THURSDAY, 23 JULY 2009

The Area Forum North met at Austrey Village Hall, Main Road, Austrey at 6.30pm.

Present: Councillor Sweet in the Chair.
Borough and County Councillor May.
Borough Councillors Butcher, Moore, Jenkins, Smitten and Winter.

In Attendance: Robert Beggs, Amanda Tonks, Alethea Wilson, Mike Dittman and Chris Brewer – North Warwickshire Borough Council
Chris Hallett and Martin Gibbins – Warwickshire County Council
Inspector Glen Belcher, Sgt Roger Fildes and Sgt Shaun Albrighton – Warwickshire Police
Andy Bates – Warwickshire Fire and Rescue Service
Helen Earp – WCC Community Safety
Mac Collins and Alan Humphreys – Austrey Parish Council
Jean Ball, Robert Critchley, John Hipkiss, Richard Meredith, Eleanor Pugh and John Smitten – Polesworth Parish Council
Gerry Sutherland, Bill Whitmore, David and Susan Hanratty – Dordon Parish Council
Mike Abbott – Newton Regis Parish Council
Carol Cotterill and Mike Smith – Shuttington Residents
Andrew Simons, Janet Harker, Derek and Judith Tattersall – Alvecote Resident
Maureen Hipkiss – North Warwickshire Neighbourhood Watch
Alfred Webber – Warton Village Voice
Rev Val Hicks – St Leonard Church, Dordon

Apologies: Councillors Morson, Yvette Stanley and Mick Stanley

1 Minutes of the Meeting of the Forum held on 23 April 2009

The minutes of the meeting of the Area Forum North, held on 23 April 2009, were agreed as a correct record and signed by the Chairman.

2 Matters Arising

Minute No 3 – Safer Neighbourhoods – Partners and Communities Together (PACT)

Councillor Moore reported that he had not written to the Chief Constable regarding how the new Police Pledge was being conducted. However, CI Mike Wylde had met with Forum Chairmen and he had agreed that whilst there would still be three priorities for each Forum area the Police would take a broader view and confirmed that they would still deal with any issues around these priorities. He also highlighted that the Forum's concerns had been raised at a senior level of the Police by the Chief Executive of the Council.

Minute No 5 - Mineral Core Strategy Update

Martin Gibbins gave the following update on behalf of Tony Lyons, WCC on the Mineral Core Strategy:-

- WCC's Consultation on the Mineral Core Strategy ended on 12 May 2009;
- Tony Lyons and his colleague Adam James met with Shuttington Parish Council on 8 June for a question and answer session;
- In June letters were sent to all people who had submitted sites asking them for more information in order to develop an evidence base for each site;
- All comments generated through the consultation were being entered on to a database including those from the meeting with Shuttington Parish Council on 8 June;
- The site at Middleton Hall had been withdrawn;
- A request had been made to meet with UK Coal to discuss the site at Shuttington;
- The Aim was to produce the Preferred Options Paper in November; and
- Further information would be circulated as the process develops.

Martin explained that a further update would be given at the next Area Forum North meeting to be held on 27 October 2009.

3 Local Development Framework, Core Strategy – Issues and Options

Mike Dittman, NWBC, introduced the Local Development Framework (LDF) which was a new plan being prepared by the Council to guide future planning development to 2026.

Key issues had been identified by the Council which needed to be addressed for planning the future of the borough over the next 15 years. The LDF proposed several different ways, or Options, of dealing with these issues. The Consultation would provide the opportunity for local residents to decide which Option would work best and whether the right issues and options had been identified.

The full document could be viewed on the Council's website www.northwarks.gov.uk

Mike informed the meeting of the current consultation by NWBC to gain residents' opinion on the five Options for housing development and retail/commercial development in the Borough.

The first stage in the preparation of the Core Strategy was the issues and Options consultation, which identified the issues to be included in the Core Strategy and what the strategic planning options could be. All parish councils had been sent copies of the full document and been invited to comment. The closing date for comments was 6 August.

4 Safer Neighbourhoods – Partners and Communities Together (PACT)

Inspector Glen Belcher introduced Shaun Albrighton (Safer Neighbourhoods Sergeant) who would be taking over the North Forum Area from Sgt Roger Fildes.

Sergeant Shaun Albrighton, Warwickshire Police and Robert Beggs, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken to address the three priorities nominated by the Forum at its last meeting (parking in Polesworth – Bridge Street/Rickyard Close; anti-social behaviour at Dordon - Church Road and Church Grounds; and Baddesley Ensor - Recreation Grounds and surrounding area. A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes online.

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

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

- Anti-Social Behaviour, Dordon – Dukes Road/Kitwood Avenue
- Anti Social Behaviour, Baddesley Ensor – Hunters Park
- Anti Social Behaviour, Polesworth – Abbey Green Park

Mr and Mrs Tattersall (Alvecote residents) raised the issue of problems at Alvecote Caravan Site and in particular the burning of items which gave rise to black smoke. Sgt Roger Fildes informed those present that a multi-agency meeting was being arranged to discuss local concerns further and confirmed that a representative of the Borough Council's Environmental Health Department would be one of the partners invited to attend. Andy Bates (Fire Service) reiterated that when such fires were started, members of the public could telephone the Fire and Rescue Service who would then attend and make a judgement as to whether the fire should be extinguished.

5 Public Questions

No public questions were received.

6 Area Pledge – Rural Transport – Chris Hallett (WCC)

Chris Hallett (WCC) reported that at the meeting held in April, the Area Forum North had agreed its Area Pledge Priority as "Rural Transport with access to local services". An exercise to map transport routes was now taking place with a view to a draft action plan to improve public transport being submitted to the next Forum meeting in October.

7 Green Space Strategy Fund

Alethea Wilson (NWBC) reported that in December 2008, the Borough Council's Executive Board had formally adopted the North Warwickshire Green Space Strategy and approved, in principle, the supporting Action and Funding Plan.

£10,000 had been made available to each Area Forum for the implementation of projects that delivered key priorities identified in the Strategy. Projects could be on land within the control of parish and town councils, other organisations or on land owned by the Borough Council. Alethea explained that the Authority would be writing to each parish/town council and partner organisations to draw their attention to the key priorities in the Strategy for their sub area, asking that the relevant parish councils indicate which projects they would like to be taken forward. If their choice was a project on land that they controlled, they would also be asked to complete an Expression of Interest form to indicate how much support they would be seeking from the Fund and, in outline, how this money would be spent in the delivery of the project. Submissions for projects that were not specifically identified within the Green Space Strategy would also be considered, provided that applicants clearly demonstrated how their proposal would advance the priorities of the Strategy.

The deadline for the return of this information would be early November 2009, in order to allow the necessary time for local consultations and the preparation of "bid" submissions. The results of the submissions from parishes and partners and any received Expressions of Interest would be reported to each Area Forum at their meetings in January 2010.

Alethea advised that supporting information could be found on the Borough Council's website – www.northwarks.gov.uk.

Alethea reminded those present that the next deadline for Area Forum Fund applications was 1 August 2009, and that there was £10,000 left in the fund for Area Forum North.

8 Appointment of Representatives on Outside Bodies

The Borough Council asked for recommendations for appointments to the outside bodies "local" to the area covered by Area Forum North.

It was agreed that the following should be appointed for a period of four years expiring on 31 August 2013.

- Baddesley Ensor Youth Centre House Committee – Councillor Moore
- Polesworth Youth Wing Committee – Councillor M Stanley

9 Parish Issues

None.

10 Any Other Business

Martin Gibbins (WCC) explained that the County Council were currently consulting on a Local Transport Plan 3 which would set out a transport strategy for Warwickshire for the period 2011-16. The aim of the consultation was to prioritise goals and issues. Members of the Forum were encouraged to complete the Local Transport Plan questionnaire by 31 August 2009.

Councillor Moore said that in his role as Mayor of North Warwickshire he had recently attended the finals of the Warwickshire Village of the Year. He congratulated Austrey who had won the overall award, Warton who had gained the second prize for its work on allotments and Grendon for their Silver Award for Community Assistance. The official awards ceremony was to be held in mid September. Councillor Moore encouraged all local villages to enter this competition in the future.

11 Future Agenda Items

- Minerals Core Strategy Update.
- Area Pledge – Rural Transport.

12 Future Meeting Dates

27 October 2009 - Polesworth

MINUTES OF THE AREA FORUM NORTH

TUESDAY 27 OCTOBER 2009

The Area Forum North met at Shuttington and Alvecote Parish Hall, Main Road, Shuttington at 6.30pm.

Present: Councillor Moore in the Chair.
Borough and County Councillors May and Sweet.
Borough Councillors Butcher, Jenkins, Morson and Winter.

In Attendance: Cheryl Bridges and Chris Brewer – North Warwickshire Borough Council
Martin Gibbins – Warwickshire County Council
Acting Inspector Alan Bamford, Sgt Shaun Albrighton and PC Leon Carter – Warwickshire Police
Andy Bates – Warwickshire Fire and Rescue Service
Stan Orton – Austrey Resident
Beryl Grix – Austrey Parish Council
Robert Critchley – Polesworth Parish Council
Gerry Sutherland and Bill Whitmore – Dordon Parish Council
David Waithman and Mike Abbott – Newton Regis, Shuttington and No Mans Heath Parish Council
Andrew Simons and Judith Tattersall – Alvecote Residents
M Wright and K M Wright – Speed Watch
P M Beal, D W Beal and G Wrigley – Baddesley Colliery Bowling Club

Apologies: Councillors Yvette Stanley, Mick Stanley and Wendy Smitten.

1 Minutes of the Meeting of the Forum held on 23 July 2009

The minutes of the meeting of the Area Forum North, held on 23 July 2009, were agreed as a correct record and signed by the Chairman.

2 Matters Arising

Mineral Core Strategy Update

Martin Gibbins gave an update on behalf of Tony Lyons, WCC on the Mineral Core Strategy. In particular it was noted that the policy now being considered was to identify broad strategic areas rather than specific sites.

3 Safer Neighbourhoods – Partners and Communities Together (PACT)

Sergeant Shaun Albrighton, Warwickshire Police and Cheryl Bridges, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken to address the three priorities nominated by the Forum at its last meeting (anti-social behaviour at Dordon – Dukes Road/Kitwood Avenue; anti-social behaviour at Badesley Ensor – Hunters Park and anti-social behaviour Polesworth – Abbey Green Court). A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes online.

In addition the Forum was informed of other work undertaken since the last meeting namely

- Summer activities in North Warwickshire
- The Bottlewatch Scheme
- Establishment of multi-agency group to look at the Alvecote issues
- Drug seizure in Polesworth
- Two men had been charged following a spate of crimes in Warton on 19/20 September

Cheryl reported on a Neighbourhood Watch initiative to offer Number Plate Anti-Tamper Screws.

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

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

- Anti Social Behaviour, Baddesley Ensor Recreation Ground
- Anti Social Behaviour, Polesworth – Abbey Green Park/Grendon Road Car Park
- Speeding Vehicles, including Farm Vehicles – Main Road, Austrey

4 **Public Questions**

No public questions were received.

5 **Warwickshire County Council's Fire and Rescue Service Consultation**

Martin Gibbins (WCC) reported on the County Council's Fire and Rescue Service Consultation exercise currently taking place. The Forum noted that a consultation event was being held in Polesworth on 19 November 2009. The closing date for submissions was 8 December 2009.

6 **Funding in North Warwickshire**

The Area Forum was informed of five applications for funding and it was

Resolved:

That the following grants be awarded

- **Austrey Parish Council and Neighbourhood Watch - £200;**
- **Baddesley Colliery Bowling Club - £3,932;**
- **No Mans Heath Village Hall - £1,187;**
- **Shuttington and Alvecote Parish Hall Committee - £1,739**
- **Shuttington Parish Council - £437.**

Martin Gibbins reported on three funding schemes from the County Council – the Community Development Fund (closing date for applications 4 December 2009), the rolling programme of small grants (up to £500) and the Community Computers initiative.

7 **Area Pledge Update**

Martin Gibbins (WCC) reported further on the Area Pledge “Addressing local transport issues”. A draft leaflet setting out the next steps was circulated at the meeting.

8 **Parish Issues**

None.

9 **Future Agenda Items**

None were identified.

10 **Any Other Business**

Police Pledge – There was further discussion on this issue and it was agreed that Councillor Moore, as Chairman of the Forum, be asked to write to the Chief Constable regarding how the new Police Pledge was being conducted.

11 **Future Meeting Dates**

The following dates were agreed

21 January 2010

22 April 2010

22 July 2010

26 October 2010

MINUTES OF THE AREA FORUM EAST

28 July 2009

The Area Forum East met at 6.30pm at North Warwickshire Borough Council, Atherstone.

Present: Councillor Carol Fox in the Chair

Borough Councillors: A Forwood, D Pickard, L Freer,
T Wykes, Martin Davis, K Johnston & County Councillor M Shaw

In Attendance: S Robson, A Rigby, C Carr - Warwickshire CC
S Garner & C Bridges, M Dittman, D Barratt, A Wilson – North Warwickshire BC
Deputy Borough Commander Belcher, Sgt Fildes, PCSO Mander, Smith – Warwickshire Police
Andy Bates - Warwickshire Fire Service

A Mather, M New, C Jarin, J Randle, J Marshall, R Jarvis, D Atkin, R Gadsby, K Johnson, J Foster, P Oldman, J Arrowsmith, J Vero, D Everett, C Guft, H Leaiz, M & L Jarvis, R Chambers, D Key, G Collett, K Harper and 7 more members of public

1. Apologies for Absence.

Apologies for absence were received from L Dirveiks, N Dirveiks, G Roberts, S Healey

2. Minutes of the meeting held of the Forum held on 21 April 2009

The minutes were agreed as a true record. With the following inclusion to be made in response to Cllr Johnson's question around the length of time it took to set up a Neighbourhood Watch Scheme in The Woodlands, Hartshill:-

Page 3, Item 5 – 'Sgt Fildes acknowledged that it took a long time for the Neighbourhood Watch Scheme to be set up'.

3. Matters Arising

Cllr Fox to chair next meeting of De Mulders liaison committee in November.

St Georges Play Area - A Wilson reported back that security fencing would be installed by August.

Royal Meadow Drive – A Wilson reported back that the play area is now complete. The Contractor would be installing lighting cable to the site this week. CCTV to be set up and operational soon afterwards.

Atherstone Rail Services – There is a display on Long Street in vacant shop premises at the front of the Arcade showing the new train timetable and station information / history. There has been good local reaction to the display put together by Cllr L Dirveiks. It was agreed that the train service could be raised at future Area Forum meetings. D Atkin informed that Atherstone & District Rail Users Group (ADRUG) met on 2 July to discuss the promotion of Atherstone Rail Station. Minutes of the meeting are available on request. Contact D Atkin Tel. 01827 718310 Email pamanddaveatkin@tiscali.co.uk

Priory Walk, Mancetter – Cllr Fox updated that a local bus service will now stop on Priory Walk every Friday providing a return service to Atherstone. This should help residents who find it difficult to get to the local Post Office because of new boundary fencing on the playing field. It is hoped that this service will be extended to a second day of the week in the near future.

Area Forum Fund – There is £2928 left in the pot. Deadline for applications is 1st August. Please speak to Jaki Douglas, NWBC tel. 01827 719492

Area Pledge – S Robson underlined the Area Pledge as a commitment by the public agencies to work more closely with the local community on locally important issues that bring benefit to residents and the local area. In April it was agreed that a draft Pledge would focus on addressing activities for teenagers. Partners (NWBC, WCC, Voluntary sector etc) are currently gathering information on local service provision and drawing up a draft Pledge to develop in consultation with the Area Forum.

4. **Local Development Framework, Core Strategy – Issues & Options**

Local Development Framework (LDF) is a new plan being prepared by the Council to guide future planning development to 2026.

Key issues have been identified which NWBC believe need to be addressed for planning the future of the borough over the next 15 years. The LDF proposes several different ways, or Options, of dealing with these issues. The Consultation will provide the opportunity for local residents to decide which Option would work best and whether the right issues and options have been identified.

The full document can be viewed on NWBC website www.northwarks.gov.uk.

M Dittman informed on the current consultation by NWBC to gain residents' opinion on the five Options for housing development and retail / commercial development in the borough.

The first stage in the preparation of the Core Strategy is the Issues and Options Consultation, which identifies the issues to be included in the Core Strategy and what the strategic planning options could be. All Parish Councils have been sent copies of the full document and been invited to comment. The closing date for comments is 6 August.

In response to questions M Dittman replied that North Warwickshire is not required to accommodate the housing needs of Coventry City Council although it is expected to respond positively to Tamworth Borough Council housing needs. The preferred option of the Regional Spatial Strategy of figures set for North Warwickshire of 3000 extra homes and 33 hectares of employment land has not been challenged. The Regional Spatial

Strategy has not identified the borough as a growth area keeping it as a restrained rural development within a north/ south corridor of development.

5. Safer Neighbourhoods - Partners And Communities Together (PACT)

Sgt Fildes presented a summary of the progress and actions that had been undertaken on the PACT priorities nominated at the last meeting (Anti Social Behaviour – Lister Road, Snow Hill Recreation and the Woodlands, Hartshill and parking – The Woodlands, Hartshill at school times.

Sgt Fildes reported that a minimum of 8 dedicated patrols were assigned to each of the priority locations. Over the last 3 months the number of reports of anti-social behaviour in the area had fallen.

A full copy of the presentation and details of the actions taken are available on the Warwickshire County Council website www.warwickshire.gov.uk

C Bridges gave an update on the work undertaken by Borough Officers to deliver diversionary activities to young people in North Warwickshire and highlighted a range of successful projects.

C Bridges to contact Atherstone Town Council about activities planned for Westwood Road Play Area.

In response to a question about priority setting Deputy Borough Commander Belcher made it clear that a Priority is set around a location rather than round an action. By doing this an agreed locality will be prioritised and will receive police attendance from the local Safer Neighbourhoods Team. This is not at the exclusion of other areas or incidents receiving police attendance, but in response to priorities set and agreed by the Area Forum.

Sgt Fildes asked the Forum for the priorities to be taken forward to the PACT panel for this round of Forums. A general discussion took place and it was decided that the priorities to be taken forward from the Area Forum East were:

Anti-Social Behaviour: Snow Hill Recreation, Hartshill

Anti-Social Behaviour: Royal Meadow Drive Play Area, Atherstone

Motorcycle nuisance: Barnsley Court, Canal Tow Path, Golf course, Westwood Crescent, Atherstone

The PCSO will investigate the graffiti on west-side of town, Atherstone around Aldi, station etc.

6. Public Questions and Parish Issues

The speed cushions on Witherley Road were discussed briefly, with Cllr Fox taking the lead to resolve the situation.

The decision by Warwickshire County Council Regulatory Committee to support the application of a waste recycling centre at Lower House Farm, Baddesley Ensor was noted. It was requested that A5 traffic flow be monitored to measure the impact of the new waste centre on traffic volume.

Following a discussion on dog fouling it was requested that an update on the role of the Dog Warden be reported back at the next Forum meeting. This item would also be raised at the next Community & Environment Board, NWBC.

7.Green Space Strategy Fund

A Wilson reported that in December 2008 the Borough Council's Executive Board formally adopted the North Warwickshire Green Space Strategy and approved, in principle, the supporting Action and Funding Plan.

£10,000 has now been made available to each Area Forum for the implementation of projects that deliver key priorities identified in the Strategy. These projects may be on land within the control of parish and town councils, other organisations or on land owned by the Borough Council. A Wilson advised that the Authority will be writing to each parish/town council and partner organisations to draw their attention to the key priorities in the Strategy for their sub Area, and ask that the relevant Parish Councils to indicate which projects they would like to be taken forward. If their choice is a project on land that they control, they will also be asked to complete an Expression of Interest form to indicate how much support they would be seeking from the Fund and, in outline, how this money would be spent in the delivery of the project. Submissions for projects that are not specifically identified within the Green Space Strategy will also be considered, provided that applicants clearly demonstrate how their proposal will advance the priorities of the Strategy.

The deadline for the return of this information will be early November 2009, in order to allow the necessary time for local consultations and the preparation of "bid" submissions. The results of the submissions from parishes and partners and any received Expressions of Interest will be reported to each Area Forum at its meeting in January 2010.

A Wilson advised that supporting information can be found on the Borough's website:- www.northwarks.gov.uk.

8. Appointment of Representatives on Outside Bodies

The following representatives were appointed for a period of one year expiring in May 2010.

Atherstone Forum – Cllr Forwood & Cllr Davis
Hartshill Hayes Country Park Advisory Committee – Cllr Wykes (substitute Cllr Johnston)
Market Towns Initiative, Atherstone – Cllr Davis & Cllr Forwood
Rowan Organisation – Cllr Forwood

9. Future Agenda Items

None

10. Any Other Business

A brief discussion and ideas were put forward about improving publicity of the Forum to the public.

The County Council are currently consulting on Local Transport Plan, which will set out the transport strategy for Warwickshire. Forum members were encouraged to complete a Local Transport Plan questionnaire. The aim at this stage of the consultation is to prioritise goals and issues. The deadline date for the consultation has been extended to 31 August 2009

11. Date of Next Meeting

13 October 2009 at Friends Meeting Room, Hartshill

MINUTES OF THE AREA FORUM EAST

13 October 2009

The Area Forum East met at 6.30pm at the Friends Meeting House, Hartshill

Present: Councillor Martin Davis in the Chair

Borough Councillors: T Wykes, K Johnston, A Forwood, N Dirveiks, L Freer
County / Borough Councillor: C Fox

In Attendance: S Robson, A Rigby, K Johnson, K Wilding, C Jones, H Earp, R Drudge, M Gibbins - Warwickshire CC
A McLauchlan, C Bridges, D Baxendale, L Somers, – North Warwickshire BC
Cl Belcher, Sgt Albrighton, PCSO Hoskin, Wyndek – Warwickshire Police
Andy Bates - Warwickshire Fire Service

S Healy, C Ealing, M Horner, J Marshall, T Hopkins, J Randle, G Roberts, D Clews, R Jarvis

1. Apologies for Absence.

Apologies for absence were received from L Dirveiks, Sgt R Fildes, J Arrowsmith, B Hampson

2. Minutes of the meeting held of the Forum held on 28 July 2009

The minutes were agreed as a true record

3. Matters Arising

Flexibus serving Priory Walk, Mancetter will have an additional service on a Tuesday.

Security fencing around St Georges Play Area has been installed. Mobile CCTV camera has been installed on Royal Meadow Drive

4. Safer Neighbourhoods

Glen Belcher is Acting Chief Inspector for North Warwickshire over the next 6 months.

Sgt Albrighton presented an update on police activity over the last 3 months and recorded crime statistics. The key message is that crime, including incidences of anti-social behaviour is falling across the borough.

Sgt Albrighton also gave a summary of the progress and actions that had been undertaken on the Area Forum priorities chosen at the last meeting:

ASB - Royal Meadow Dr Play Area, Atherstone

No problems generally although two complaints were made about people drinking. CCTV and lighting has been installed. North Warwickshire Borough Council's Community Development Team attend on Thursday evenings

ASB - Snow Hill Rec, Hartshill

No problems generally although one incident was reported. Hartshill Fair went well and shows what can be done when parish council, police, fair organisers etc plan the event together. North Warwickshire Borough Council's Community Development Team attend the rec regularly with an excellent response from young people, including a litter pick in local woods.

Lights have now been installed on the rec.

Motorcycle nuisance – Canal & Golf Course, Atherstone

18 calls were received with 38 patrols undertaken. Leaflets have been distributed locally raising awareness of the problem. A multi-agency meeting will look to agree a way forward.

C Bridges gave an update on the work undertaken by Borough Officers to deliver diversionary activities to young people in North Warwickshire and highlighted a range of successful projects.

C Bridges also advised on the increase in thefts of car number plates across the Borough. Free anti-vandal screws are available through local Neighbourhood Watch Groups.

A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes.

In response to a question on local policing, PC J Cox has swapped areas with PC P Painter.

C Bridges and NWBC Community Development Team were praised for their impact in engaging with young people. The Team is also increasingly supported by the Youth Service, WCC through the Hartshill Youth Project and Rural Youth Bus and worker.

It was agreed to keep the same Area Forum priorities:

Anti-Social Behaviour: Snow Hill Recreation, Hartshill

Anti-Social Behaviour: Royal Meadow Drive Play Area, Atherstone

Motorcycle nuisance: Canal & Golf course, Atherstone

5. Public Questions and Parish Issues

None

6. Warwickshire Fire & Rescue Service Consultation – Simon Robson (WCC)

S Robson, (WCC) reported on the County Council's Fire and Rescue Service consultation process currently taking place and encouraged people to attend the public consultation meetings to be held on 27 October 2009 at The Coleshill School and 19 November 2009 at Polesworth.

The consultation in Atherstone had already taken place on 28 September. The Forum thought the event had been poorly advertised with a lack of opportunity to participate meaningfully in the consultation process. S Robson agreed to report this back to the Fire Service.

Copies of the consultation document were available at the meeting. Alternatively full details can be viewed on-line at www.warwickshire.gov.uk/fireandrescue. The closing date for submissions is 8 December 2009.

7. Role of Dog Warden – David Baxendale, NWBC

D Baxendale presented the report attached to the agenda. Leighton Somers, Dog Warden introduced himself.

A copy of the report can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes.

In response to questions most dogs are re-homed through dogs homes. David to investigate putting a link on the Borough's website to dogs home website. Rewarding dog owners for picking up after their dog sets a good example to others and also provides some free publicity for the Borough Council.

8. Funding in North Warwickshire

C Bridges, NWBC informed of one application for funding and it was

Resolved:

That the following grant be awarded

- **Atherstone Theatre Workshop - £1350**

A Rigby, WCC informed of three funding schemes from Warwickshire County Council:

- Community Computers - 25 recycled computers available to community groups in North Warwickshire. This scheme will be launched shortly by North Warwickshire CAVA
- Community Development Fund - £36,000 available to local voluntary and community groups in North Warwickshire to benefit local communities. Closing date for applications 4 December 2009. Applications to be considered by North Warwickshire Area Committee in January 2010
- Small Grants Fund – up to £500 available to new community groups and projects in North Warwickshire

9. Area Pledge update – Simon Robson

S Robson shared the draft Pledge with the Forum, which is supported by North Warwickshire Borough Council and Warwickshire County Council. The Forum was asked to comment on the draft Pledge to 'Improving activities for teenagers'.

Any one wanting to highlight a need or issue around teenager activities can fill out and return the appropriate section on the draft Pledge or alternatively send an e-mail to:

alistairrigby@warwickshire.gov.uk

The Community Development Fund, WCC can be used by community groups to help deliver the Pledge and improve activities for teenagers.

In response to questions about the use of tennis courts at QE School and Hartshill School, Extended Services Cluster Co-ordinators, WCC will be asked to find out the availability to the wider community.

In response to a request for more information, a list of sports facilities available to teenagers in the Forum area will be put together.

10. Future Agenda Items

The Forum agreed to pilot a young people's section on the agenda at a forthcoming meeting

11. Any Other Business

Volunteer Centre North Warwickshire highlighted some forthcoming events.

Youth Service, WCC provided a resume of local activity

Hartshill Hayes Country Park – Concern was raised about the future because of the retirement of the Ranger and the buildings have come to the end of their useful life. The Forum was informed that a report on Country Parks is to go to the County Council's North Warwickshire Area Committee on 25 November.

12. Date of Next Meeting

Thursday, 14 January 2010

MINUTES OF THE AREA FORUM WEST

30 July 2009

The Area Forum West met at Hurley Village Hall at 6.30pm.

- Present:** County Councillor Lea in the Chair
Borough and County Councillor B Moss
Borough Councillors Lewis, M Moss, Payne, Phillips and Swann.
- In attendance:** Angela Coates, Jenny Price, Alethea Wilson, Dorothy Barratt, Mike Dittman and Cheryl Bridges -North Warwickshire Borough Council
Bob Perks and Martin Gibbins – Warwickshire County Council
Inspector Andy Davis, Sergeant Ron Drake, PCSO's Peter Beale, Gavin Scott, and PC Louise Baxter – Warwickshire Police
John Rowlands and David Williets – Middleton Residents
S Turner – Wood End Resident
J Whitby – Kingsbury Parish Council
M Brown – Lea Marston Resident
Steve Turner – Wood End Community Association
Mark Davey – WCC Youth Service
Jon Illsley – Kingsbury Youth Club
Keith Woodward – Nether Whitacre Parish Council
Roger Upton – Resident
Anne Rimmer and Alan Vaughton – Curdworth Parish Council
Ian Evans - Resident
June Evans – Kingsbury Cluster Extended Services
G & H North – Curdworth Residents
Jenny Pearson – Hurley Community Association
Andy Bates – Warwickshire Fire and Rescue
Sue Rodger – Hurley Resident

1. **Apologies**

None.

2. **Minutes of the meeting held on 30 April 2009**

The minutes of the held on 30 April 2009 were agreed as a true record and signed by the Chairman.

3. **Matters Arising**

None.

4. **Local Development Framework Core Strategy Feedback and Update**

Mike Dittman, NWBC, introduced the Local Development Framework (LDF) which is a new plan being prepared by the Council to guide future planning development to 2026.

Key issues have been identified by the Council which need to be addressed for planning the future of the borough over the next 15 years. The LDF proposes several different ways, or Options, of dealing with these issues. The consultation will provide the opportunity for local residents to decide which Option would work best and whether the right issues and options have been identified.

The full document can be viewed on the Council's website www.northwarks.gov.uk

Mike informed the meeting of the current consultation by NWBC to gain residents' opinion on the five Options for housing development and retail/commercial development in the Borough.

The first stage in the preparation of the Core Strategy is the issues and Options consultation, which identifies the issues to be included in the Core Strategy and what the strategic planning options could be. All parish councils have been sent copies of the full document and have been invited to comment. The closing date for comments is 6 August.

5. **Safer Neighbourhoods – Partners and Communities Together (PACT)**

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

A request was made to set a priority to tackle the problem of heavy container lorries ignoring weight restrictions and travelling into Wood End village, getting stuck and turning round in residential roads and private driveways. However, the Police advised that they would be willing to consider it as a priority but pointed out that it would be unenforceable until the highway signs were all in place and correct. It was agreed not to include as a priority at this stage.

ACTION – Warwickshire County Council to look at highway signage and take the matter forward.

Sergeant Drake then asked the Forum for the priorities to take forward to the PACT Panel for this round of forums. A general discussion took place about the next set of priorities. From this discussion it was decided that the priorities to be taken forward from Area Forum West were:-

- Hams Hall
- Anti-Social Behaviour – Birmingham Road shops area, Water Orton
- Off road bikes at Edge Hill, Wood End.

6. **Public Questions**

There were no public questions.

7. Area Pledge Update

Bob Perks, Warwickshire County Council, informed the meeting that work was being undertaken on the agreed pledge to address activities for young people. It was envisaged that a draft set of proposals would be brought back to the October meeting of the Forum.

8. Green Space Strategy Fund

Alethea Wilson, NWBC, reported that the North Warwickshire Green Space Strategy had been formally adopted and approved, in principle, the supporting Action and Funding Plan.

£10,000 had now been made available to each Area Forum for the implementation of projects that deliver key priorities identified in the Strategy. These projects may be on land within the control of parish and town councils, other organisations or the Borough Council. Alethea would be writing to each parish/town council and partner organisations to draw their attention to the key priorities in the Strategy for their sub area and asked that the relevant Parish Councils indicate which projects they would like to be taken forward. If their choice is a project on land that they control, they will also be asked to complete an 'Expression of Interest' form to indicate how much support they would be seeking from the Fund and, in outline, how this money would be spent in the delivery of the project.

The deadline for return of information will be early November 2009. The results of the submissions from parishes and partners and any Expressions of Interest will be reported to each Area Forum in January 2010. The decision on the allocation of the Green Space Strategy Fund will also be presented to those meeting.

9. Representation on Outside Bodies

The Borough Council asked for recommendations for appointments to the outside bodies 'local' to the area covered by this Area Forum.

It was agreed that the following should be appointed for a period of one year with the exception of Kingsbury Youth Centre and Sports Hall Management Committee which is for a four year term, expiring on 31 August 2013.

Kingsbury Liaison Group – Councillor B Moss
Middleton Hall Trust – Councillor Lea
Piccadilly Community Association – Councillor Lewis
Stanyer's Charity – Councillors B and M Moss
Wood End Community Centre – Councillor Phillips
Kingsbury Youth Centre and Sports Hall Management Committee – Councillor B Moss

10. Parish Issues

None.

11. **Future Agenda Items**

None.

12. **Any Other Business**

Bob Perks, WCC, highlighted the Local Transport Plan 3 consultation for 2011-2016. The plan will set out the transport strategy for Warwickshire and outline a programme of transport schemes and initiatives to be delivered over the short to medium term during 2011-2016. The plan covers all modes of transport including walking, cycling, public transport, car based travel and freight.

The County Council are currently carrying out the first phase of consultation focussed on 'Issues and Priorities' consultation to identify the most important issues. These issues identified would then help determine the plan for the future. The closing date for comments was 31 August 2009.

13. **Date of Next Meeting**

Thursday 15 October 2009 – St Nicholas Church Hall, Curdworth.

MINUTES OF THE AREA FORUM WEST

15 October 2009

The Area Forum West met at St Nicholas Church Hall, Curdworth at 6.30pm.

- Present:** Borough Councillor Payne in the Chair
Borough and County Councillors Lea and B Moss
Borough Councillors Lewis, Phillips and Swann.
- In attendance:** Linda Bird, Jenny Price, and Robert Beggs -North Warwickshire Borough Council
Joanna Rhodes, Jonathan Simkins, Mark Porter and Martin Gibbins – Warwickshire County Council
Inspector Andy Davis, Sergeant Shaun Albrighton and PCSO's Warwickshire Police
Andy Bates – Warwickshire Fire and Rescue
Mark Weatherley, Paulette Ross, Alan Vaughton, Sandra Bullivant and George Bullivant – Curdworth Parish Council
Jean Thomas and Ian Thomas – Piccadilly Community Association
David Williets and John Rowland – Middleton Parish Council
Mark Davey – WCC Youth Service
Jon Illsley and J Leavie – Kingsbury Parish Council
Katy Harper – Beeline Community Transport
Steve and Sue Turner – Wood End Community Association
Phil Alderman, Graeme Arkell and Kevin Lacey, - Residents
Malcolm Brown and Vic Brown – Lea Marston Parish Council
- Apologies:** Councillor M Moss and Nether Whitacre Parish Council.

1 **Minutes of the meeting held on 30 July 2009**

The minutes of the held on 30 July 2009 were agreed as a true record and signed by the Chairman.

2 **Matters Arising**

None.

3 **Safer Neighbourhoods – Partners and Communities Together (PACT)**

The Forum was informed that Inspector Glen Belcher would take over from Chief Inspector Mike Wylde for the next six months.

Inspector Andy Davis and Sergeant Shaun Albrighton, Warwickshire Police, together with Robert Beggs, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken on the three PACT priorities nominated by the Forum at its last meeting (Hams Hall, anti-social behaviour – Birmingham Road shops area, Water Orton and off road bikes at Edge Hill, Wood End). A copy of the summary detailing these actions can be

viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes.

Robert Beggs reported on a Neighbourhood Watch initiative to offer Number Plate Anti-Tamper Screws.

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

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

- Hams Hall
- Anti-Social Behaviour – Birmingham Road, Water Orton
- Off road bikes at Edge Hill, Wood End.

4 Public Questions

No public questions were received.

5 Warwickshire County Council's Fire and Rescue Service Consultation

Martin Gibbins, (WCC) reported on the County Council's Fire and Rescue Service consultation process currently taking place and encouraged people to attend the public consultation meetings to be held on 27 October 2009 at The Coleshill School and 19 November 2009 at Polesworth.

Copies of the consultation document were available at the meeting. Alternatively full details could be viewed on line at www.warwickshire.gov.uk/fireandrescue. The closing date for submissions was 8 December 2009.

6 Signs for Heavy Goods Vehicles

Jonathan Simkins, Group Manager Traffic Project and Mark Porter explained the background to the work they had carried out to ensure Heavy Goods Vehicles used appropriate roads within the area.

A discussion then took place on the problems at the following sites;

- Curdworth Bridge, Marsh Lane, Water Orton
- Piccadilly Bridge
- Station Road, Nether Whitacre
- Old Church Rd, Water Orton
- Wood End and
- Whateley.

Jonathan Simkins agreed to keep under review the areas highlighted at the meeting and invited members of the audience to discuss any issues in more detail at the end of the meeting.

7 Funding in North Warwickshire

Linda Bird (NWBC) reported that no Area Forum Funds were available for disbursement at this time but asked that the forum note that the 2010/11 budget of £8,000 would be available at the April round of Area Forum meetings. The application deadline for this fund was 1 February 2010.

Martin Gibbins reported on three funding schemes from the County Council.

- Community Computers - 25 recycled computers available to community groups in North Warwickshire. Closing date for applications 4 December 2009.
- Community Development Fund - £36,000 available to local voluntary and community groups in North Warwickshire to benefit local communities. Closing date for applications 4 December 2009. Applications would be considered by North Warwickshire Area Committee in January 2010.
- Small Grants Fund – up to £500 available to community groups.

8 **Area Pledge**

Joanna Rhodes (WCC) reported further on the Area Pledge “Improving activities for teenagers”. A draft leaflet setting out the next steps was circulated at the meeting.

9 **Parish Issues**

A proposal to re-establish Water Orton Tennis Club was highlighted and support from the Forum was requested.

Curdworth Parish Council asked whether a maintenance plan still existed for the a piece of land known as The Spinney, Curdworth and whether it would be possible for the Borough Council's Streetscape team to do some maintenance work on thinning out trees and removal any self setting trees and shrubs?

Action: Linda Bird to investigate.

10 **Future Agenda Items**

None were identified.

11. **Any Other Business**

None.

12. **Date of Next Meeting**

The following dates were agreed

4 February 2010
 29 April 2010
 29 July 2010
 14 October 2010

Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

17 August 2009

Present: Councillor Simpson in the Chair.

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

Apologies for absence were received from Councillors Morson and B Moss.

Councillor Phillips was also in attendance.

23 **Declarations of Personal or Prejudicial Interests**

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

Councillors Bowden, Jenkins, Lea and Winter declared a personal interest in Minute No 26 – Planning Applications (Application No 2008/0429 – Land Adjacent to 40 Kiln Way, Polesworth) by reason of being members of the Resources Board.

Councillor Swann declared a personal interest in Minute No 26 – Planning Applications (Applications No 2008/0482 and 0483 - Kingsbury Hall, Coventry Road, Kingsbury) by reason of his personal acquaintance with the applicant.

24 **Minutes**

The minutes of the meetings of the Board held on 18 May, 15 June and 20 July 2009, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

25 **Budgetary Control Report 2009/2010 Period Ended 31 July 2009**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2009 to 31 July 2009. The 2009/2010 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**
- b That the Assistant Director (Finance and Human Resources) be asked to report to the next meeting of the Board on the Building Control Partnership and the extent of appeal costs that have transpired together with year end forecasts.**

26 **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 following the agreement of Resources Board that £2000 from the receipt of the sale of the land adjacent to 40 Kiln Way, Polesworth be used for the purposes set out in the report of the Head of Development Control, in lieu of a Section 106 Agreement, outline planning permission be granted in respect of Application No 2008/0249 subject to the conditions set out in Appendix A of the report;**
- b **That in respect of Kingsbury Hall, Coventry Road, Kingsbury, plan numbers 04/022/78E, 79F, 62E, 152 and 153 received by the Local Planning Authority on 28 July 2009, be approved as amendments to the Planning Permission reference 2008/0482, and the Listed Building Consent reference 2008/0483, both granted on 6 May 2009, subject to the conditions attached in both;**
- c **That Application No 2008/0513 (Manor House Farm, Green End Road, Green End, Fillongley) be approved subject to the amendment of conditions 14 and 19 to read as follows:-**

'14 No materials shall be delivered to or tipped on the site other than between 0800 hours and 1700 hours Mondays to Fridays. There shall be no such activity on Saturdays and not at all on Sundays, Bank Holidays or other public holidays.

Reason

In the interests of amenity.

19. The landscaping scheme as shown on plan number KL.073.003 and the lake bunding as shown on plan number 08/033/04 shall be implemented and maintained in accordance with the approved plans thereafter.

Reason

In the interest of the amenity.'

- d **That Application No 2009/0242 (Waverton Avenue Allotments, Waverton Avenue, Warton) be approved subject to the following additional condition:-**
- '5 All of the sheds hereby approved shall be maintained hereafter in a good structural condition and their appearance shall be maintained at all times to the written satisfaction of the Local Planning Authority."**

Reason

In the interest of the amenity.'

- e That Application No 2009/0248 (Whitacre Garden Centre, Tamworth Road, Nether Whitacre, Coleshill) be refused for the reasons specified in the report of the Head of Development Control; and**
- f That in respect of Application No 2009/2048 (Whitacre Garden Centre, Tamworth Road, Nether Whitacre, Coleshill) the Solicitor to the Council be authorised to issue an Enforcement Notice requiring the cessation of this use from this site and the removal of the office building from the site, for the reasons outlined in the report, with a compliance period of six months.**

27 The Butchers Arms, Filongley

The Head of Development Control reported on the current position in respect of the Butchers Arms, Fillongley, following the partial quashing of a Listed Building Enforcement Notice.

Resolved:

That the action taken by the Chief Executive under his emergency powers be noted.

28 Killian Pretty Review Further Consultations

The Head of Development Control reported that the Government had published the first of several consultation papers arising directly out of the Killian Pretty Review. Members were informed of proposals in respect of the "life" of planning permissions and secondly with new procedures to deal with amendments to planning permissions.

Resolved:

That the criticisms of the proposals as set out in the report of the Head of Development Control be referred to the DCLG.

29 Diversion of Footpaths Applications

The Board was informed of the amount of costs that could be reclaimed when processing public path orders to divert, extinguish and stop up footpaths and bridleways to allow development to proceed under Section 257 of the Town and Country Planning Act 1990 or to divert a footpath under Section 119 of the Highways Act 1980. Members were asked to agree a suggested course of action.

Resolved:

That charges as set out in the report the Head of Development Control be referred to Resources Board with a view to adding it to

the Councils scale of charges for the recovery of costs when making a public path diversion or extinguishment order.

30 Annual Performance Report 2008/9

The Head of Development Control reported on the annual performance over 2008/9 of the Development Control service comparing it with recent years. He also provided the first monitoring report following the recent Planning Review.

Resolved:

That the report be noted and the situation in respect of application numbers be reported when the half year figures are available.

31 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2009 – June 2009

The Chief Executive and the Director of Resources reported on the performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Board for the first quarter from April to June 2009.

Resolved:

That the report be noted.

32 Emergency Tree Preservation Order Beechwood House, Long Street, Atherstone

Under Section 100B(4)(b) of the Local Government Act 1972 ,the Chairman had agreed to the consideration of this matter by reason of the urgent need to confirm legal action.

The Board was asked to note the action of the Chief Executive in making an Emergency Tree Preservation Order in respect of a Yew Tree at Beechwood House, Long Street, Atherstone.

Resolved:

- a That the action of the Chief Executive in making an Emergency Tree Preservation Order in respect of a Yew Tree at Beechwood House, Long Street, Atherstone be noted; and**
- b That the matter be referred back to the Board once the consultation period has expired, so that the Board can consider whether to make the Order permanent or not.**

33 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.

34 Building Control Partnership

Ian Powell from Nuneaton and Bedworth Borough Council reported on the progress of the Building Control Partnership and Members were asked to agree a suggested course of action.

Resolved:

- a That the reporting arrangements are agreed and the report be noted; and**
- b That the dates proposed for Steering Group meetings in paragraph 3.3 of the report be agreed and that the Chairman of the Board continues to represent NWBC on the Steering Group with Councillor Sweet as deputy.**

35 Breach of Planning Control - Breach Brook, Square Lane, Corley

Under Section 100B(4)(b) of the Local Government Act 1972 ,the Chairman had agreed to the consideration of this matter by reason of the urgent need to take legal action.

The Head of Development Control reported on the current situation on the site at Breach Brook, Square Lane, Corley and the Board was asked to agree a suggested course of action.

Resolved:

That the Solicitor to the Council be authorised to issue an Enforcement Notice requiring the cessation of the mixed use of the small holding for agricultural and residential use through the cessation of the use of an existing former stable building as residential accommodation, for the reasons outlined in the report of the Head of Development Control, and that the compliance period be 6 months.

36 Heart of England Promotions Ltd Wall Hill Road Fillongley

The Head of Development Control reported verbally on the current situation in respect of the site at Heart of England Promotions Ltd, Wall Hill Road, Fillongley.

M Simpson
Chairman

**Planning and Development Board
17 August 2009
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
6	2009/0248	Mr Hughes	Objection	1/7/09
		Mr Hughes	Objection	13/8/09
		Applicant	Information	12/8/09 &4/8/09
		Mr Clifton	Objection	12/8/09
6	2008/0513	Internal	Site Visit Record	4/8/09

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

21 September 2009

Present: Councillor Simpson in the Chair.

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

Apologies for absence were received from Councillors Morson, Sweet and Wykes.

Councillor Phillips was also in attendance.

37 **Declarations of Personal or Prejudicial Interests**

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

Councillor M Stanley declared a personal and prejudicial interest in Application No 2009/0350 (Artworks – Poetry Trail, Land at and including High Street, Polesworth) and took no part in the discussion or voting thereon.

38 **Budgetary Control Report 2009/2010 Period Ended 31 August 2009**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2009 to 31 August 2009. The 2009/2010 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.

39 **Planning Applications**

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

Resolved:

- a **That Application No 2009/0306 (The Green, Post Office Row, off Nuthurst Lane, Astley) be approved subject to the conditions specified in the report of the Head of Development Control;**
- b **That the report in respect of the Applications relating to The Heart of England Ltd, Old Hall Farm, Meriden Road, Fillongley be noted;**
- c **That Application No 2009/0350 (Artworks – Poetry Trail, Land at and including High Street, Polesworth) be approved subject to the**

conditions specified in the report of the Head of Development Control; and

Recommended:

- d That in respect of the proposed new freight connection at Nuneaton Station, the Secretary of State for Transport be informed that this Council maintains its objection and requests that Network Rail works with the County Council and Highways Agency on the proposed routing and that this Council be consulted on the final arrangements before being made.**

40 Killian Pretty Review Further Consultation Papers

The Head of Development Control reported that the Government had published three further consultation papers relating to the Government's response to the Killian Pretty Review. Members were asked to agree a suggested course of action.

Resolved:

- a That the CLG be notified that this Council does not wish to see permitted development rights removed for non-domestic developments within Conservation Areas;**
- b That the CLG be notified that the Council wishes to see full planning control retained over alterations to shop fronts;**
- c That it is this Council's view that air conditioning units be brought into planning control; and**
- d That it welcomes the proposed changes to the statutory arrangements for giving publicity to planning applications.**

41 Draft Planning Policy Statement Number 15 - Consultation

The Head of Development Control reported that the Government had published a revised Planning Policy Statement (PPS) for consultation on Planning and the Historic Environment which would replace existing Guidance Notes. Members were informed of the content.

Resolved:

That the Consultation Paper be noted.

42 Monitoring of Section 106 Agreements

The Head of Development Control reported on a schedule of all the Section 106 Agreements. Members were asked to agree a system for regular monitoring.

Resolved:

That bi-annual reports are provided to the Board in respect of outstanding Section 106 Agreements.

43 **Exclusion of the Public and Press**

Resolved:

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

44 **Proposed Tree Preservation Order Land at Dunns Lane, Dordon**

The Head of Development Control reported on a proposed Tree Preservation Order on land at Dunns Lane, Dordon and Members were asked to agree a suggested course of action.

Resolved:

That an Emergency Tree Preservation Order be made with immediate effect, in respect of four oak trees and a holly hedge on land at Dunns Lane Dordon, as identified in the report of the Head of Development Control, and that any representations received be referred to the Board for it to consider when it decides whether to make the Order permanent.

M Simpson
Chairman

**Planning and Development Board
21 September 2009
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
4/68	Nuneaton Chord	Warwickshire Police	Representation	18/9/09
		Network Rail	Letter	17/9/09

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
PLANNING AND DEVELOPMENT BOARD**

19 October 2009

Present: Councillor Simpson in the Chair.

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

An apology for absence was received from Councillor Jenkins.

Councillors Fowler, Phillips and Smith were also in attendance and with the consent of the Chairman Councillor Fowler spoke on Minute No 39 (Planning Applications – Application No 2009/0154 Car Park, Park Road, Coleshill).

45 Declarations of Personal or Prejudicial Interests

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

46 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.

Recommended:

- a That in respect of Application No 2009/0154 (Car Park, Park Road, Coleshill)**
 - i) planning permission be granted, subject to the conditions specified in the report of the Head of Development Control; and**
 - ii) the applicant be requested to submit a car park management plan for information at the meeting of the Full Council on 18 November 2009.**

(At this point Councillor Simpson vacated the Chair and left the meeting – Councillor Lea in the Chair).

Resolved:

- b That Application No 2009/0409 Garage Site, Eastlang Road, Fillongley be approved, subject to the following additional condition**

“Before development commences, criteria for a watching brief for contamination, shall be agreed in

writing with the Local Planning Authority. This shall be set out to ensure that any contamination found at any time when carrying out the approved development must be reported in writing immediately to the Local Planning Authority. Where contamination is found and remediation is considered as necessary by the local authority, a remediation scheme must be prepared containing an appraisal of remedial options, and proposal of the preferred option(s). This must be conducted in accordance with DEFRA and the Environment Agency's 'Model Procedures for the Management of Land Contamination, CLR 11', and is subject to the approval in writing of the Local Planning Authority. Following completion of measures identified in the approved remediation scheme a verification report must be prepared, which is subject to the approval in writing of the Local Planning Authority."

- c That Application No 2009/0410 Garage Site, Bromage Avenue, Kingsbury be approved, subject to the following additional condition

"Before development commences, criteria for a watching brief for contamination, shall be agreed in writing with the Local Planning Authority. This shall be set out to ensure that any contamination found at any time when carrying out the approved development must be reported in writing immediately to the Local Planning Authority. Where contamination is found and remediation is considered as necessary by the local authority, a remediation scheme must be prepared containing an appraisal of remedial options, and proposal of the preferred option(s). This must be conducted in accordance with DEFRA and the Environment Agency's 'Model Procedures for the Management of Land Contamination, CLR 11', and is subject to the approval in writing of the Local Planning Authority. Following completion of measures identified in the approved remediation scheme a verification report must be prepared, which is subject to the approval in writing of the Local Planning Authority."

- d That Application No 2009/0413 Garage Site, Sycamore Crescent, Arley be approved, subject to the following additional condition

"Before development commences, criteria for a watching brief for contamination, shall be agreed in writing with the Local Planning Authority. This shall be set out to ensure that any contamination found at any time when carrying out the approved development must be reported in writing immediately to the Local Planning Authority. Where contamination is found and remediation is considered as necessary by the local authority, a remediation scheme must be prepared

containing an appraisal of remedial options, and proposal of the preferred option(s). This must be conducted in accordance with DEFRA and the Environment Agency's 'Model Procedures for the Management of Land Contamination, CLR 11', and is subject to the approval in writing of the Local Planning Authority. Following completion of measures identified in the approved remediation scheme a verification report must be prepared, which is subject to the approval in writing of the Local Planning Authority."

- e That Application No 2009/0414 Garage Site, George Road, Water Orton be approved, subject to the conditions specified in the report of the Head of Development Control.

47 **Exclusion of the Public and Press**

Resolved:

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

48 **Breach of Planning Control**

The Head of Development Control reported on an alleged breach of planning control at Hillfields, Ashby Road, Seckington and Members were asked to agree a suggested course of action.

Resolved:

- a That the Solicitor to the Council be authorised to issue an Enforcement Notice relating to the unauthorised change of use of this residential property to a mixed use, comprising a residential use, together with the repair/refurbishment, storage and transhipment of vehicles; and
- b That the Notice require the cessation of the repair/refurbishment, storage and transhipment of vehicles and that the compliance period be three months.

M Simpson
Chairman

**Planning and Development Board
19 October 2009
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
4/62	2009/0409	Environmental Health Officer	Consultation	19/10/09
		The Coal Authority	Consultation	15/10/09
4/70	2009/0410	Environmental Health Officer	Consultation	19/10/09
4/77	2009/0413	Environmental Health Officer	Consultation	19/10/09
		The Coal Authority	Consultation	19/10/09
4/84	2009/0414	Water Orton Parish Council	Objection	13/10/09
		Mrs Colledge	Representation	14/10/09

Draft Car Park Management Agreement for Proposed Supermarket Development, Coleshill.

1. The Agreement is between (North Warwickshire Borough Council) and (Limes Developments Limited) or successors in title or interest in land. The arrangements shall take effect upon the opening of the proposed supermarket on the adjacent site, and shall have effect during such period(s) as the adjacent site is used as a retail store. The car park may be closed during construction of the supermarket.
2. This Car Park Management Agreement relates to the car park bounded by Park Road/Birmingham Road adjacent to the retail store proposed to be constructed in Coleshill.
3. Use of the car park will not be restricted to users of the store and will be available for parking, subject to conditions set out below, to users of the town centre and other adjacent properties. Entry to the car park by vehicles other than private motorcars and motorcycles may be restricted, save to the extent that the vehicles are delivering to or otherwise servicing the supermarket.
4. Limes Developments Limited reserve the right to control entry and exit of vehicles by manual or automatic barrier or Parking Eye system.
5. Limes Developments Limited will manage and monitor the car park as a short – stay town centre car park with a maximum permitted free stay of 3 hours per day (which may be reviewed after 12 months subject to a full car parking survey being undertaken by Limes Developments Ltd or successors in title). Use in excess of 3 hours shall be prohibited and penalty charges of such amount as Limes Developments Limited, or its successors, from time to time stipulate may be imposed and enforced.
6. These charges will apply during the following hours: Monday to Saturday inclusive 0800-2000 and Sundays 0900-1700. Outside these hours, while the store is open, the car park will be free for all users. It is envisaged that the car park will be open to the public 24 hours a day Monday to Sunday.
7. Should issues/reports of crime and disorder be reported then Limes Developments Limited reserve the right to secure the Car park at night by telescopic bollards or other appropriate entry control systems.
8. Staff authorized by the company to use the car park may be exempted from the maximum stay restriction and copies of car park monitoring information will be provided to the Council on request at intervals to be agreed.

9. Limes Developments Limited will retain all receipts from car park excess charges.
10. Limes Developments Limited reserve the right to sub-contract the management of the car park to a specialist company, which will be responsible for the collection of excess charges and the monitoring and supervision of the car park.
11. Limes Developments will be responsible for the day –to-day inspection, maintenance and repair of the car park and associated equipment.
12. Limes Developments Limited reserve the right to restrict the use of the car park by vehicles other than cars, light vans, motorcycles and bicycles and will provide the Council with reasonable notice of such restrictions.
13. Limes Developments Limited reserve the right to close all or parts of the car park as necessary for maintenance or repair operations, such operations to be carried out without undue delay and will provide the Council with reasonable notice of such closure.
14. Should there be abuse of the short stay nature of the car park then North Warwickshire Borough Council and/or Limes Developments reserve the right, subject to agreement between both parties, to implement new measures of car park enforcement.

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

7 September 2009

Present: Councillor Smith in the Chair

Councillors Bowden, N Dirveiks, Forwood, Johnston, Jenkins, Moore, Smitten and Winter.

Apologies for absence were received from Councillors Lea, Fowler, Payne and Y Stanley.

Councillors M Moss and Phillips were also in attendance.

27 **Declarations of Personal or Prejudicial Interests**

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

28 **Minutes**

The minutes of the meetings of the Board held on 1 June and 6 July 2009, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

29 **Corporate Counter Fraud Update**

The Director of Resources provided the Board with an update on the progress of the Council's Corporate Counter Fraud activity against that outlined in the current Council Policy and Strategy.

Resolved:

That the report be noted and a 30 minute training session to raise awareness among Members be arranged prior to a future Board meeting.

30 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2009 – June 2009**

The Chief Executive and Director of Resources informed Members of the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Resources Board for the first quarter April 2009 to June 2009.

Resolved:

That the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Resources Board for the first quarter April 2009 to June 2009 be noted.

31 **Local Government Pension Scheme**

The Director of Resources outlined details of a consultation paper issued by the Department of Communities and Local Government (DCLG) relating to the Local Government Pension Scheme. Members were invited to endorse a proposed response.

Resolved:

That the proposed response to the consultation paper, attached as Appendix B to the report of the Director of Resources, be endorsed.

32 **Consultation on Reforming Council Housing Finance**

The Director of Resources outlined details of a consultation paper produced by the Government on reforming Council Housing finance.

Resolved:

- a That the proposals for reforming Council Housing Finance be noted; and**
- b That the Board's comments be included in a response to the consultation paper, when it is submitted to the Board for approval at its meeting on 26 October 2009.**

33 **Diversion of Footpaths Application Charge**

The Head of Development Control sought approval for the introduction of a fee to be submitted with applications made to the Council under Planning legislation for the diversion of public footpaths.

Resolved:

That the fee, set out in the report of the Head of Development Control, in connection with applications for public footpath diversions or extinguishment of such paths, be agreed.

34 **Building Council Properties**

Following the Resources Board's decision at its meeting on 6 July 2009, to bid for Social Housing Grant to build Council properties, the Assistant Director (Housing) updated Members on the progress made to bring forward potential sites for development.

Resolved:

- a That the decision of the Assistant Director (Housing) in consultation with the Chairman of the Resources Board to apply for planning permission for small housing developments on the garage sites at Sycamore Crescent – Arley, Eastlang Road – Fillongley, Bromage Avenue – Kingsbury and George Road – Water Orton, as identified in the appendices attached to the report, be ratified;**

- b That the financial implications of the Council building its own properties, as set out in Section 6 of the report of the Assistant Director (Housing) be noted;**
- c That Waterloo Housing Association be engaged as a development agent to work with the Council both prior to and after the bid to the Homes and Communities Agency for Social Housing Grant; and**
- d That the decision of the Director of Resources, in consultation with the Chairman of Resources Board, to approve a budget of £40,000 to cover the costs of the project to date be ratified.**

35 Employing Apprentices in the Housing Division

The Assistant Director (Housing) outlined an opportunity to employ two apprentices in the Housing Division and sought the Board's approval to the apprenticeship scheme.

Resolved:

That the Housing Division employs two apprentices from September 2009 as outlined in the report of the Assistant Director (Housing).

36 Treasury Policy Statement and Out-turn for Quarter 1 2009/10

The Director of Resources detailed the performance of the treasury management function for the first quarter of 2009/10.

Resolved:

- a That the performance of the treasury management function for quarter 1 be noted;**
- b That the benchmarking of current practices be agreed;**
- c That the changes in working practices and Strategy be agreed;**
- d That the changes to the Council's authorised lending list be agreed; and**
- e That a half day training session for Members be arranged on treasury management.**

37 Members' Surgeries

The Assistant Director (Finance and Human Resources) detailed alternative options for advertising Members' surgeries.

Resolved:

- a That the advertising of Members' surgeries in the local press is stopped;**

- b That Members' surgeries continue to be advertised on the Council's website; and**
- c That information relating to Members' surgeries be included in an edition of North Talk.**

38 Provision of Public Toilets in Polesworth

The Assistant Director (Streetscape) updated Members on the current position with regards to provision of public toilets in Polesworth.

Resolved:

- a That the actions and initiatives that have been pursued since the closure of the existing public conveniences be noted;**
- b That the initiative to incorporate a toilet for public use in Polesworth Memorial Hall which had proved unsuccessful be noted; and**
- c That further investigations be carried out on the feasibility of a Community Toilet Scheme being established in Polesworth.**

39 Members' Allowances – Report of the Independent Remuneration Panel

The Assistant Director (Finance and Human Resources) gave details of the reassessment by the Independent Remuneration Panel, following the revision of the Scrutiny Boards from two to one Board, and the responsibility of the Chairman of the Board.

Resolved:

- a That the Sixth Report of the Independent Remuneration Panel be noted;**
- b That the Chairman of the Scrutiny Board be paid a Special Responsibility Allowance of £4,934 per annum; and**
- c That the Allowance is backdated to the start of the municipal year.**

40 Capital Programme 2009/10 – Period Ending July 2009

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2009/10 capital programme in terms of both expenditure and outcomes.

Resolved:

That the progress of the 2009/10 capital programme in terms of both expenditure and outcomes be noted.

41 **internal Audit – Performance for First Quarter 2009-10**

The Director of Resources detailed the progress of the Council's Internal Audit function against the agreed plan of work for the First Quarter 2009/10.

Resolved:

That the report be noted.

42 **Housing Revenue Account Budgetary Control Report 2009/2010 Period Ended 31 July 2009**

The Assistant Director (Finance and Human Resources) and the Director of Resources reported on the total Housing Revenue Fund revenue expenditure and income for the period from 1 April to 31 July 2009.

Resolved:

That the report be noted.

43 **Consolidated Budgetary Control Report 2009/2010 – Period Ended 31 July 2009**

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 to 31 July 2009.

Resolved:

That the report be noted.

44 **Budgetary Control Report 2009/2010 Period Ended 31 July 2009**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2009 to 31 July 2009. The 2009/2010 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.

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 by Schedule 12A to the Act.

46 **Staffing Implications from Previous Restructures / Reviews**

The Assistant Director (Information and Procurement Services) reported on the changes introduced as part of the Senior Management restructure effective November 2008 and the Planning Review in June 2009. The changes had impacted on the roles of three members of staff who, as a result of the reviews moved into Central Services. The changes in the roles resulted in the need to update job descriptions and evaluate the new jobs.

Resolved:

That the job evaluations, and subsequent costs, for the posts of System Support Manager, Information Systems Officer and Local Land Charges Officer be agreed.

47 **Review of Administrative Services**

The Assistant Director (Information and Procurement Services) and Project Officer reported on a review covering Central Services, Support to Management Team and administration staff remaining in Print and Procurement, Revenues and Benefits, Housing, HR, Planning and Policy.

Resolved:

That with effect from 14 September 2009:

- a The support for Management Team be agreed;**
- b The post of Central Services Officer be deleted and the post holder redeployed to the vacant post of Secretary to Director (Resources);**
- c A new post of Senior Central Services Officer be created;**
- d The post of Planning Technical Support Officer be deleted and the post holder redeployed to the new post of Senior Central Services Officer;**
- e The 0.4 and 0.6 part time posts from Central Services (1 FTE) be deleted;**
- f The post of Clerical Assistant (Policy) be moved to Central Services;**
- g The 14 hours of work from Revenues and Benefits be absorbed within Central Services from November 2009 and the existing temporary post be deleted;**
- h The Information and Procurement Services Division be renamed to Corporate Services; and**
- i Any other administrative posts be kept under review as staffing changes permit.**

48 **Procurement Process Improvements and Staffing**

The Assistant Director (Information and Procurement Services) proposed a number of improvements to the Council's Procurement processes.

Resolved:

- a **The proposed changes to the grade of the Procurement Officer posts and the responsibilities described within the Job Description appended to the report of the Assistant Director (Information and Procurement Services) be agreed;**
- b **That the proposals for funding the grade change be approved; and**
- c **That the improvements to procurement be agreed.**

49 **Voice Telecommunications Contract Extension**

The Assistant Director (Information and Procurement Services) sought approval for the extension of the contract with Global Crossing for the provision of telephone lines and call charges for twelve months.

Resolved:

That the twelve month extension to the telephony contract with Global Crossing be approved.

50 **The Arcade, Atherstone**

The Assistant Director (Streetscape) provided background information on The Arcade, Atherstone and Members were invited to consider further actions.

Resolved:

- a **The contents of the report be noted; and**
- b **That a further report be brought back to the Board setting out options for the future of The Arcade, Atherstone following completion of market testing.**

51 **Irrecoverable Housing and Local Taxation Debts**

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

Resolved:

- a **That the write-off of 4 balances over £1,250 totalling £13,716.34 in respect of unpaid Non Domestic Rates be approved;**

- b** That the write-off of 2 balances over £1,250 totalling £3,779.45 in respect of unreclaimed overpaid Housing Benefit be approved;
- c** That the write-off of 1 balance over £1,250 totalling £1,503.08 in respect of former tenant rent arrears be approved;
- d** That the write-off of 24 balances under £1,250 totalling £6,520.09 in respect of unpaid Council Tax be noted;
- e** That the write-off of 13 balances under £1,250 totalling £3,110.51 in respect of unpaid Non Domestic Rates be noted;
- f** That the write-off of 53 balances under £1,250 totalling £7,820.89 in respect of unreclaimed Housing Benefit Overpayments be noted;
- g** That the write-off of 35 balances under £1,250 totalling £1,839.11 in respect of former tenant rent arrears be noted;
- h** That the write off of 1 balance under £1,250 totalling £4.82 in respect of mortgage arrears be noted;
- i** That the write-back of 9 balances totalling £3,666.59 in respect of overpaid Council Tax be noted;
- j** That the write-back of 7 balances totalling £10,623.20 in respect of overpaid Non Domestic Rates be noted; and
- k** That the write-back of 6 balances totalling £55.42 in respect of mortgage credits.

L Smith
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

26 October 2009

Present: Councillor Smith in the Chair

Councillors Bowden, Butcher, Forwood, Fowler, Johnston, Jenkins, Lea, Moore, Payne, Y Stanley and Winter.

Apologies for absence were received from Councillors N Dirveiks and Smitten.

Councillor Phillips was also in attendance.

52 **Declarations of Personal or Prejudicial Interests**

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

Councillor Fowler declared a personal interest in Minute No. 57 Homelessness and Housing Advice Service by reason of being a member of the North Warwickshire Citizens Advice Bureau.

53 **Electronic Services Update and Plans for Increasing Use**

The Assistant Director (Corporate Services) provided an update on the use of the Council's website and those services the Council delivered on-line or via the internet. Also outlined was how the Council planned to increase and improve the use of the website for those services that could be most effectively provided on-line.

Resolved:

That the report be noted.

54 **Empty Private Sector Homes – Enforcement and Intervention Protocol Update**

The Assistant Chief Executive and Solicitor to the Council outlined measures which could be used to encourage the occupation or marketing of empty homes.

Resolved:

That the Empty Property and Intervention protocol be agreed and applied in the context of available resources and priorities.

55 **Building Council Properties**

The Assistant Director (Housing) updated Members on the progress so far for bidding for Social Housing Grant to build Council properties.

Resolved:

- a **That the progress of the project to bid for Social Housing Grant to build Council properties be noted; and**
- b **That the funding required to carry out the work of the project up to making the bid for Grant, be approved.**

56 **Capital Programme 2009/10 – Period Ending September 2009**

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2009/10 capital programme in terms of both expenditure and outcomes.

Resolved:

- a **That the progress of the 2009/10 capital programme be noted;**
- b **That a virement of £30,000 from the private sector Decent Homes budget to the Disabled Facility Budget, be approved; and**
- c **That the reduction of capital schemes which have eased the financial pressure around capital funding, be noted.**

57 **Homelessness and Housing Advice Service**

The Assistant Director (Housing) updated the Board on the work of the Housing Pre Tenancy Team (homelessness and allocations), the impact of the economic climate on the service and requested an additional member of staff to enable the service to be extended and improved.

Resolved:

- a **That the current service provided by the Pre Tenancy Team and the impact of the current economic climate be noted;**
- b **That an additional temporary 12 month fixed term post of Homelessness Support Officer funded from the additional grant from Communities and Local Government (CLG), be approved; and**
- c **That Members noted that there will be no impact on the General Fund as the proposed new post will be funded entirely from government grant made available to Local Authorities to support the development of actions to tackle the threat of repossession across all tenures.**

58 **Consultation on Reforming Council Housing Finance**

The Director of Resources sought endorsement from the Board to a proposed response to the consultation paper on Reforming Council Housing Finance.

Resolved:

That the response to the consultation paper on Reforming Council Housing Finance, as set out in Appendix B to the report of the Director of Finance, be endorsed.

59 **Capital Prudential Indicators 2008/09 Out-turn**

Members were updated on the out-turn of the capital related prudential indicators for 2008/09.

Resolved:

That the out-turn of capital related prudential indicators for 2008/09 be noted.

60 **Prosecution Outcome – Housing Act 2004 Improvement Notice**

The Assistant Chief Executive and Solicitor to the Council reported on the outcome of a prosecution of a private sector Landlord under the Housing Act 2004 for failure to comply with an Improvement Notice.

Resolved:

That the report be noted.

61 **Revised Housing Allocations Policy**

The Board was presented with a revised property allocations policy for consideration and comment.

Resolved:

That the revised housing allocation policy as set out in Appendix A of the report of the Assistant Director (Housing) be adopted and implemented from March 2010.

62 **Budgetary Control Report 2009/2010 Period Ended 30 September 2009**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2009 to 30 September 2009. The 2009/2010 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.

63 **Consolidated Budgetary Control Report 2009/2010 – Period Ended 30 September 2009**

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 to 30 September 2009.

Resolved:

That the report be noted.

64 **Housing Revenue Account Budgetary Control Report 2009/2010 Period Ended 30 September 2009**

The Assistant Director (Finance and Human Resources) updated the Board on the total Housing Revenue Fund revenue expenditure and income for the period from 1 April to 30 September 2009.

Resolved:

That the report be noted.

65 **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.

66 **Phoenix Yard, Atherstone**

The Corporate Property Officer reported further on the proposals for the redevelopment of the Phoenix Yard site and Members were asked to agree a suggested course of action.

Resolved:

- a That the immediate exchange of land as identified in the report of the Corporate Property Officer dated 28 July 2008, be agreed; and**
- b That, pending the outcome of the Council's Accommodation Project, a decision on the carriageway widening works be deferred until further notice.**

67 **Sale of Land off Rectory Road/Bournebrook View, Arley**

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

Resolved:

- a That the project update to develop the land off Rectory Road, be noted;

Recommended:

- b That the proposed valuation for the part of the site to be used for open market sale properties developed by Lovell Partnership, as set out in paragraph 6.1.7 of the report of the Assistant Director (Housing), be approved; and
- c That any capital receipts received by the Council in connection with the sale of land/proposed development off Rectory Road/Bournebrook View, Arley, be used for affordable housing.

68 Request to Cross Land at Owen Square, Atherstone

The Assistant Director (Housing) outlined a request from an owner to have a pedestrian crossing over the Council's parking area at Owen Square, Atherstone.

Resolved:

That a licence to cross the Council's land be granted on the terms as set out in the report of the Assistant Director (Housing).

69 Proposed Structure Change in the Finance and Human Resources Division

The Assistant Director (Finance and Human Resources) highlighted a change to the structure within the Finance and Human Resources Division following the implementation of the County Council's payroll system.

Resolved:

- a That the revised structure of the Finance and Human Resources Division as shown in Appendix B of the report of the Assistant Director (Finance and Human Resources), be approved;
- b That JG be assimilated into the role of Senior Accountancy Assistant with effect from 1 July 2009; and
- c That the vacant Accountancy Assistant post for 25 hours per week be filled.

70 Land Sales

Members were updated on two pieces of Council owned land which had previously been identified as being suitable for disposal and were asked to agree a course of action in respect of each sale.

Recommended:

- a** That the land adjacent to 40 Kiln Way, Polesworth, be declared as surplus to the requirements of the Council and be placed for sale on the open market; and

- b** That the sale of land at Jean Street, Baddesley Ensor, be deferred and a report to brought back to Board when the outcome of the sale of land adjacent to 40 Kiln Way, Polesworth is known.

L Smith
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

28 September 2009

Present: Councillor May in the Chair

Councillors L Dirveiks, Freer, Gordon, Lewis, M Moss, Pickard, Sherratt and Smitten.

Apologies for absence were received from Councillors Fox, Payne, Phillips, Y Stanley and Wykes.

Councillor Sweet was also in attendance and with the consent of the Chairman spoke on Minute No. 14 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2009-June 2009 and Minute No. 15 Financial Assistance to Outside Organisations.

10 **Declarations of Personal or Prejudicial Interests**

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

11 **Minutes**

The minutes of the meeting held on 8 June 2009, copies having been previously circulated were approved as a correct record and signed by the Chairman.

12 **Budgetary Control Report 2009/2010 Period Ended 31 August 2009**

The Assistant Director (Finance and Human Resources) reported on the expenditure and income from the period 1 April 2009 to 31 August 2009.

Resolved:

That the report be noted.

13 **Leisure Facilities – Bank Holiday Closure**

The Assistant Director (Leisure and Community Development) sought the Board's approval for the Bank Holiday closure of the leisure facilities during 2010/11 and also informed Members of the impending extended closure of Atherstone Swimming Pool for essential repairs to the Glu Lam Beams.

Resolved:

- a That the schedule of leisure facility closures, as set out in paragraph 3.3 of the report of the Assistant Director (Leisure and Community Development), be approved; and**

- b That the extended closure period at Atherstone Swimming Pool, consequent upon the previously reported need to effect essential repairs to the Glu Lam Beams, be noted.**

14 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2009 – June 2009

The Board was informed of the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Community and Environment Board for the first quarter April 2009 to June 2009.

Resolved:

That the report be noted.

15 Financial Assistance to Outside Organisations

The Assistant Director (Leisure and Community Development) informed the Board of the delay to reporting on progress by Warwickshire Community and Voluntary Action – North Warwickshire (WCAVA – NW) and North Warwickshire Citizens Advice Bureau (NW CAB) and provided an update on the current position with regard to the countywide tender for “Voluntary and Third Sector Support Services”. Additionally, the Board was asked to note the support being provided to Warwickshire Rural Community Council and further consider the future working relationship with this organisation.

Resolved:

- a That the countywide proposal that the Volunteer and Third Sector Support Services in Warwickshire are to be jointly monitored through the “Grant Agreement for Third Sector Support Services and Volunteer Development Services in Warwickshire 2009-10” in line with the Third Sector Strategy timetable, and that a full six monthly update report on services in North Warwickshire be provided in October 2009, be noted;**
- b That following successful six monthly reviews of the CAB and WCAVA, the Assistant Director (Community and Development) in consultation with the Chairman and Vice-Chairman of the Board, be authorised to release half-yearly payments to these organisations in accordance with the approved Service Level Agreements;**
- c That the “Principles and Outcomes for Volunteering and Third Sector Support Services in Warwickshire (VATS Service)”, attached at Appendix B to the report of the Assistant Director (Leisure and Community Development), and that this agreement will run for three years with effect from 1 April 2010, with the option to extend it for a further period, up to a maximum of three years both be noted;**

- d That in respect of recommendation (c) above, the Board agrees, in principle, to fund WCAVA for three years be subject to the revenue resources being available and that this issue be considered within the annual process of setting the Council's future revenue budgets;
- e That a review be undertaken of the services provided by WRCC and the funding provided through North Warwickshire Borough Council, with a view to identifying what should be the nature of any future relationship between these organisations; and
- f That an investigation of the current arrangements for supporting village shops in North Warwickshire be undertaken and options identified for future support programmes.

16 Leisure and Community Development Division – Action Plans

The Assistant Director (Leisure and Community Development) informed Members of the progress that had been made in respect of achieving the actions identified in the Leisure and Community Development Division's approved 2009/10 action plans (Partnership and Development, Landscape Management and Leisure Facilities sections).

Resolved:

That the progress made by the Partnership and Development, Landscape Management and Leisure Facilities sections of the Leisure and Community Development Division in achieving the outcomes identified in the corresponding service action plans, be noted.

17 Free Swimming Programme Updates

The Assistant Director (Leisure and Community Development) updated the Board on the initial impact of the Borough Council's involvement in the Government's two-year Free Swimming Programme, which commenced at Atherstone Swimming Pool on 1 April 2009.

Resolved:

- a **That the positive impact on participation levels further to the Borough Council's decision to engage in the Government's two-year Free Swimming Programme, be noted; and**
- b **That a letter be sent to the Department for Culture Media and Sport in support of the Government's Free Swimming Programme and that it be urged to continue to fund the Programme beyond the currently anticipated conclusion of the scheme in 2010/11.**

18 **LEADER Project Progress Report**

The Director of Community and Environment updated the Board on the progress of the LEADER Project.

Resolved:

That the report be noted.

19 **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.

20 **Leisure Facility Opening Hours**

The Assistant Director (Leisure and Community Development) detailed proposed changes to the hours of operation of a number of the Council's leisure facilities and outlined the consequent financial and human resource implications of any such changes.

Resolved:

- a That the changes to the opening hours at the Council's leisure facilities in Coleshill and Polesworth, as detailed in the report of the Assistant Director (Leisure and Community Development,) be agreed and implemented at the earliest available opportunity;**
- b That following consultation with the unions and staff directly affected by the changes identified in the report, the human resource implications thereof be reported to Resources Board; and**
- c That a decision relating to the proposed changes at Atherstone Leisure Complex be deferred and that an options appraisal report be brought back to the Board.**

M.MAY
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

30 September 2009

Present: Councillor Hayfield in the Chair

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

Apologies for absence were received from Councillors Fox, Phillips and Simpson.

Councillor Pickard was also in attendance.

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

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

16 **Minutes of the meeting of the Board held on 29 June 2009.**

The minutes of the meeting of the Board held on 29 June 2009, copies having been circulated, were approved as a correct record and signed by the Chairman.

17 **External Auditors Report**

The Director of Resources submitted a report informing Members of changes to the 2008/09 Statement of Accounts following the audit and the External Auditors' report to those charged with governance. Alison Breedon and Neil Mohan from PricewaterhouseCoopers were in attendance at the meeting.

Resolved:

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

18 **Corporate Plan 2010/11 – Key Corporate Issues**

The Chief Executive drew Members' attention to the key corporate issues facing the Council over the next 18 months and sought Members' agreement to addressing those issues during the formulation of the 2010/11 Budget and Corporate Plan.

Recommended:

That the issues raised in the report of the Chief Executive, together with the results of the consultations referred to in section 5.4 of the report, are the main areas which should be considered for inclusion in the 2009/10 Corporate Plan.

19 **Financial Strategy 2010-13**

The Director of Resources submitted a report summarising the Authority's Financial Strategy, projected forward the Authority's General Fund budgets to 2012/13, and suggested a detailed budget approach for the 2010/11 General Fund Budget.

Recommended:

- a **That the Financial Strategy shown as Appendix A to the report of the Director of Resources be approved;**
- b **That the General Fund budget projections for 2010/11 to 2012/13 be noted;**
- c **That the budget approach, set out in paragraph 12.1 and 12.2 of the report, be adopted; and**
- d **That growth bids be assessed according to the criteria set out in 9.2 of the report.**

20 **Corporate Policy Framework**

The Chief Executive reported on a proposal for an overall review of the Council's Corporate Policy Framework including, if appropriate, refreshing its Vision, Mission and Values and consideration of the development of a Customer Charter.

Recommended:

That the overall Corporate Policy Framework set out at Appendix E to the report be agreed and that the Chief Executive carries out reviews of the various elements of the Framework, as set out in section 4 of the report, and submits further reports on these to the Special Sub-Group, prior to reporting to Executive Board at the end of the process.

21 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets – April 2009 to June 2009**

The Chief Executive and the Director of Resources reported on the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to Executive Board for the first quarter of 2009/10 from April to June.

Resolved:

That the report be noted.

22 **Draft Sustainable Community Strategy 2009 - 2026**

The Board was informed of the preparation of a draft North Warwickshire Sustainable Community Strategy 2009 – 2026. Observations from Councillors Johnston and Wykes, Portfolio Holder for Housing and the Environment respectively, were reported verbally at the meeting.

Recommended:

That the working draft of the Sustainable Community Strategy be agreed.

23 Place Survey

The Board was informed of the key results of the Place Survey and Members were asked to agree a suggested course of action.

Recommended:

That the report be noted and the key actions agreed.

24 LEADER Project Role of the Borough Council

The Board was informed of the Council's role in the LEADER project and Members were asked to agree a suggested course of action.

Recommended:

- a That North Warwickshire Borough Council acts as the Accountable Body for the LEADER project;**
- b That in order to secure delivery of the project the Council employs the project administrator, the post to be grant funded for the duration of the project; and**
- c That the Solicitor to the Council signs the Agreement with AWM to accept the terms and conditions of the grant.**

25 Member Representation on Outside Organisations

Members were invited to make nominations to three outside organisations namely the Local Members' Committee of Warwickshire Community and Voluntary Action (WCAVA); the Executive Group of LEADER Project and the Hams Hall BID project.

Recommended:

That the following appointments be made

- a Local Members' Committee of Warwickshire Community and Voluntary Action (WCAVA) – Councillor Moore (substitute to be recommended at Full Council on 18 November 2009);**
- b Executive Group of LEADER Project – Councillor Hayfield; and**
- c Hams Hall BID Project – Councillor Lea.**

26 Mayor's Awards for Voluntary Service

The Assistant Chief Executive and Solicitor to the Council sought approval for a proposal from the Leaders' Liaison Group to hold an awards ceremony every four years for those in our communities who had provided exceptional voluntary service.

Recommended:

That the proposal be agreed.

27 Value for Money and Efficiency Update

The Director of Resources reported on details of the Council's Value for Money efficiency achievements to date in 2009/10.

Resolved:

That the progress made against the 2009-10 Value for Money and efficiency target be noted.

28 Authorisation of Environmental Health Officers

The Assistant Chief Executive and Solicitor to the Council sought approval for a revised list of authorisations for Environmental Health Officers.

Recommended:

That the authorisations be approved.

29 Draft CSW Economic Strategy

Members were invited to comment on the Draft Sub-Regional Economic Strategy

Recommended:

That the Draft Sub-Regional Economic Strategy be welcomed.

30 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.

31 Minutes of the Special Sub-Group

The minutes of the meetings of the Special Sub-Group held on 29 June, 27 July and 21 September 2009 were received and noted.

32 Review of the Environmental Health Division

The Assistant Chief Executive and Solicitor to the Council reported on proposed changes to the structure of the Environmental Health Division and Members were asked to agree a suggested course of action.

Recommended:

That the changes to the structure of the Environmental Health Division agreed by Special Sub-Group on 21 September 2009 be confirmed.

C Hayfield
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
EXECUTIVE BOARD**

2 November 2009

Present: Councillor Hayfield in the Chair

Councillors Davis, Fox, Lewis, May, Moore, Phillips, Simpson, Smith, Swann, Sweet and Zgraja.

Apologies for absence were received from Councillors Morson and B Moss.

33 Declarations of Personal or Prejudicial Interest.

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

34 Warwickshire Fire and Rescue Service Consultation

The Board was invited to comment on the consultation exercise in respect of the Fire and Rescue Service in Warwickshire.

Recommended:

That consideration of the consultation exercise be deferred to the meeting of the Full Council to be held 18 November 2009.

35 Warwickshire Sustainable Community Strategy 2009 - 2026

The Chief Executive reported on the preparation of the Warwickshire Sustainable Community Strategy 2009 to 2026 and sought endorsement of the Strategy.

Recommended:

That the Warwickshire Sustainable Community Strategy 2009 – 2026 be endorsed.

36 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets – April 2009 to September 2009

The Chief Executive and the Director of Resources reported on the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to Executive Board for the period from April to September.

Members expressed concern in respect of the preparation of Supplementary Planning Documents (Ref 39) and Officers were asked to expedite this issue where possible.

Resolved:

That the report be noted.

37 Meetings Timetable 2010/11

The Board was invited to approve a timetable of meetings for 2010/11.

Recommended:

That the draft calendar of meetings for 2010/11 as submitted at Appendix A to the Chief Executive's report be approved.

38 Budgetary Control Report 2009/2010 Period Ended 30 September 2009

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2009 to 30 September 2009. The 2009/2010 budget and the actual position for the period, compared with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

39 Tamworth Core Strategy DPD 2006-2026 – Proposed Spatial Strategy

The Assistant Chief Executive and Solicitor to the Council reported that Tamworth Borough Council had prepared and was currently consulting upon their Proposed Spatial Strategy for their Core Strategy Development Plan Document.

Recommended:

a That the Council maintains its objection to the recommendation in the Regional Spatial Strategy referring to Tamworth's employment needs being catered for in North Warwickshire and that the LDF Advisory Panel be asked to look at this issue; and

b That subject to a above, the Proposed Spatial Strategy in the Tamworth Core Strategy DPD be supported.

40 Value for Money

The Board was informed of the Council's costs and quality of service across a number of services, using the Audit Commission Value for Money profile tool.

Resolved:

a That the Council's comparison of costs and performance as set out in the report be noted; and

b That the services identified in paragraph 6.6.5 of the report be agreed as those services for review in 2010/11.

41 **Capital Funding**

The Director of Resources highlighted the short term cash flow issues with funding the approved capital programme due to lower than anticipated receipts from land sales or deferral of land sales. Members were asked to agree a suggested course of action.

Recommended:

That the need to borrow in the short term to fund the approved capital programme be noted.

42 **Control of Legionella Policy**

The Board was invited to consider a draft policy aimed at ensuring there was a corporate approach to the management of water systems and Legionella.

Recommended:

That the Control of Legionella Policy be adopted.

43 **Flexible Working Policy and Leave Guidance**

Members were informed of the background to the flexible working policy and leave guidance and asked to adopt the draft policy.

Recommended:

That the Flexible Working Policy and Leave Guidance be adopted.

44 **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.

45 **Minutes of the Special Sub-Group**

The minutes of the meeting of the Special Sub-Group held on 5 October 2009 were received and noted.

C Hayfield
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE SCRUTINY BOARD

9 November 2009

Present: Councillor Swann in the Chair

Councillors Butcher, Davis, N Dirveiks, Forwood, Freer, Gordon, Johnston, M Moss, Pickard and M Stanley.

Apologies for absence were received from Councillors Fowler, Welby and Zgraja.

9 **Declarations of Personal or Prejudicial Interests**

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

10 **Minutes**

The minutes of the Scrutiny Board held on 28 July 2009, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

11 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2009 to September 2009**

Members were informed of the achievement of the Council's Corporate Plan and Performance Indicator targets for 2009 during April to September 2009.

Resolved:

That the performance achieved for the Corporate Plan and Performance Indicator targets for April to September 2009, be noted.

12 **Help During the Recession**

The Board was provided with details of the help being offered by the Council and other partners to individuals and businesses during the recession.

Resolved:

a That the report be noted; and

b That the following areas were identified for action:

- **That a further report be brought to the Board detailing the impact of the recession on jobs held by North Warwickshire residents and in particular school leavers.**

13 **Crime and Disorder Scrutiny**

The Board's approval was sought for the arrangements for its Crime and Disorder Scrutiny Work.

Recommended to Executive Board:

- a That the proposal for co-opting additional members as detailed in the report together with two additional members of the public from the Peoples' Panel and a young persons' representative be recommended to the Executive Board, following consultation with the Crime and Disorder Reduction Partnership ("CDRP"); and**

Resolved:

- b That the first two items for discussion would be Fear of Crime and a general review of the work plan of the CDRP; and**
- c That the Warwickshire Crime and Disorder Scrutiny Protocol be accepted as general guidance.**

14 **Detailed Scrutiny Projects**

The Assistant Chief Executive and Solicitor to the Council sought to update the Board on the work to date on the detailed scrutiny projects and invited the Board to consider a third project.

Resolved:

- a That the report be noted; and**
- b That identification of a third project be held in abeyance for the time being and that the work undertaken on the two projects so far be noted.**

15 **Councillor Call for Action**

The Assistant Chief Executive and Solicitor to the Council verbally advised the Board of a Call for Action from Atherstone Town Council about the advertising of licensing applications.

Resolved:

That the Call for Action from Atherstone Town Council be noted and the Assistant Chief Executive and Solicitor to the Council update the Board on any further scrutiny required.

S SWANN
Chairman