

North Warwickshire Borough Council

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Chief Executive

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

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Your ref :

Our ref : DH/JB C7

Date : 6 May 2009

To: All Members of the Council

Dear Sir / Madam

You are hereby summoned to attend the Annual Meeting of the Council, to be held in the Council Chamber, the Council House, South Street, Atherstone, on Wednesday 13 May 2009 at 6.30 pm. Liz Bickley, Ordinant and Reader in the Church of England will lead the Council in Prayer.

After prayer, the following business will be transacted:

- 1 Evacuation Procedure.
- 2 To elect the Mayor of the Borough for the ensuing year. (The Mayor will then make a declaration of acceptance of office and the Mayor and Mayoress/Consort will be invested with the Chain and Badge of Office by the retiring Mayor. The retiring Mayor and Consort will then be presented by the Mayor with Past Mayor's and Consorts's Badges).
- 3 Apologies for absence / Members away on official Council business.
- 4 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 Forwood, Fowler, Hayfield, Lea, B Moss, M Stanley, 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.
- 5 The Mayor to move, in accordance with Standing Order No 6(1):

“That the minutes of the Meetings of the Council held on 25 February and 22 April 2009 be approved as a correct record”.

- 6 To appoint the Deputy Mayor of the Borough for the ensuing year. (The Deputy Mayor will then make a declaration of acceptance of office and the Deputy Mayor and Deputy Mayoress/Consort will be invested with their Badges of Office by the Mayor).
- 7 To receive the Mayor's announcements.
- 8 To answer Questions from Members and the Public pursuant to Standing Order No. 7.
- 9 To receive and consider minutes and recommendations of the following Boards circulated herewith and to make the necessary Orders thereon:
- a **Resources Board** 9 March and 27 April 2009 – (Pages 227 - 235)
 - b **Planning and Development Board** 16 March and 20 April 2009 – (Pages 236 – 242)
 - c **Community and Environment Board** 23 March 2009 – (Pages 243 - 247)
 - d **Resources Overview and Scrutiny Board** 31 March 2009 – (Pages 248 – 250)
 - e **Community and Environment Overview and Scrutiny Board** 7 April 2009 – (Page 251 - 252)
 - f **Area Forum East** 21 April 2009 – (Pages 253 - 257)
 - g **Area Forum North** 23 April 2009 – (Pages 258 - 262)
 - f **Area Forum South** 28 April 2009 – (Pages 263 - 267)
 - i **Area Forum West** 30 April 2009 – (Pages 268 - 271)
 - k **Executive Board** 5 May 2009 – (Pages 272 – 274)
- 10 (a) To decide, in accordance with Standing Order No 23(2), the number of Members on each of the following for the ensuing year (current numbers in brackets):-
- Executive Board (12)
 - Community and Environment Board (11)
 - Resources Board (11)
 - Planning and Development Board (13)
 - Overview and Scrutiny Board
 - Standards Committee (5)
 - Licensing Committee (15)
 - Special Sub-Group (5)
 - Area Forums
 - together with the number of Portfolio Holders (7) and their areas of responsibility
- (b) After considering recommendations from the Leader of the Council and the Leader of the other political group on the Council (to be circulated at the meeting), to appoint Chairmen/Vice-Chairmen(with the exception of the Standards Committee) and Portfolio Holders/Portfolio Groups, as appropriate, and other Members to the bodies referred to in (a) above;

- (c) After consideration of the recommendations of the Leader of the Council and the Leader of the other political group on the Council, to appoint representatives of the Council to serve on outside bodies, in accordance with Standing Order No 41.

11 To receive and consider any Notice of Motion under with Standing Order No. 10.

12 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 25 FEBRUARY 2009**

Present: Councillor Payne in the Chair.

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

An apology for absence was received from Mr Stan Orton (Chairman of the Standards Committee).

Before the commencement of business, Councillor Gordon led the Council in Prayer.

34 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 Forwood, Fowler, Hayfield, Lea, B Moss, M Stanley and 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 were deemed to be declared at this meeting.

35 Minutes

The minutes of the meeting of the Council held on 17 December 2008 were approved as a correct record and signed by the Mayor.

36 Mayor's Announcements

The Mayor reported on the following events:-

- Dinner and Dance at Purley Chase Golf Club on Friday 6 March 2009
- That his Quiz Night at Red Lion, Atherstone on Saturday 14 March 2009 had been cancelled.

37 Questions Pursuant to Standing Order No. 7

The following question was received from Councillor Pickard under Standing Order No 7

“Travel Vouchers

In 2008, travel vouchers were issued to persons who successfully applied to the Benefits Division because of individual disadvantage following withdrawal of tokens.

The numbers (400) in the present older and disabled user group will diminish as a result of natural attrition and unfortunately, more persons will become eligible for similar reasons to their predecessors. Additionally, there are people who have been deemed ineligible by dint of some qualifying condition (e.g. the existence of a vehicle somewhere in the household). That condition fails to respect that all individuals in every domestic unit have a right and need to live with independence – possibly from each other sometimes. This principle underpins all other caring agencies' thinking and actions.

It was understood last year that a further issue of vouchers would be determined following a study of peoples' experience of voucher use during one operational year. It has been decided not to do that study.

Surely, it is essential to have an accurate study now, both of the present and the incipient populations of users and these present, crudely insensitive rules.

When is this going to happen?"

The response from Councillor Smith, Chairman of the Resources Board, was as follows:

As Cllr Pickard will be aware, the issue of travel Vouchers is a discretionary scheme that the Council retained in spite of the introduction of free National bus passes in April 2008.

The value of the travel vouchers issued increased help above the previous travel token scheme to a figure of £40 for a single person and £60 for a couple. This was possible based on the fact that eligibility for the vouchers is specifically targeted at people who genuinely need them for vital journeys to improve their quality of life and mobility. The eligibility criteria agreed by the Council was communicated to all previous travel token recipients in February 2008 advising them how to apply for assistance and this has seen over 400 people take up the vouchers during the current financial year.

In addition to the initial targeted letters, the scheme has been promoted with all Council Tax bills issued in the year, in the Councils one stop shop and on the website as well as officers attending meetings and forums aimed at older people.

During 2008, the position on both take up of the voucher and bus pass scheme has been regularly reported to the Resources Board and the budget position is constantly monitored. From reimbursement levels to date, this indicates that bus passes which allow free travel in and out of the borough are being very widely used by those who can. However, for those who cannot and in line with our commitment to review the impact and cost of scheme, we are pleased to be in a position to increase the level of vouchers to those who most need them to £50 per person and £75 per couple for a full year in 2009/10.

Letters have already been sent to all current recipients of travel vouchers inviting them to reapply. A questionnaire has also been sent to them to invite comments on their current use of the voucher scheme to determine if any changes are necessary.

Information about the voucher scheme will be mentioned in the Leaders letter to be issued with all forthcoming Council Tax bills and it will also be promoted in the forthcoming edition of North Talk in March 2009, which is an issue that will be dedicated to identifying help available to all residents of North Warwickshire impacted by the current economic downturn.

We are pleased to be able to increase help to those who most need it.”

38 Minutes of Boards/Committees

a) Resources Board – 12 January and 9 February 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 12 January and 9 February 2009, together with the recommendations contained therein, be approved and adopted.

b) Resources Overview and Scrutiny Board – 13 January 2009

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

RESOLVED:

That the minutes of the meeting of the Resources Overview and Scrutiny Board held on 13 January 2009 be approved and adopted.

c) Area Forum (East) – 15 January 2009

It was proposed by Councillor Forwood, seconded by Councillor Davis and

RESOLVED:

That, subject to the inclusion of Councillor Johnston in the apologies for the meeting and the correct spelling of Councillor Anne Forwood, the minutes of the meeting of the Area Forum (East) held on 15 January 2009 be approved and adopted.

d) Planning and Development Board – 19 January and 16 February 2009

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

RESOLVED:

That the minutes of the Planning and Development Board held on 19 January and 16 February 2009, together with the recommendations contained therein, be approved and adopted.

- e) **Community and Environment Overview and Scrutiny Board - 20 January 2009**

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

RESOLVED:

That the minutes of the meeting of the Community and Environment Overview and Scrutiny Board held on 20 January 2009 be approved and adopted.

- f) **Area Forum (North) – 22 January 2009**

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

RESOLVED:

That the minutes of the meeting of the Area Forum (North) held on 22 January 2009 be approved and adopted.

- g) **Community and Environment Board – 26 January 2009**

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

RESOLVED:

That the minutes of the meeting of the Community and Environment Board held on 28 January 2008, together with the recommendations contained therein, be approved and adopted.

- h) **Area Forum (South) – 27 January 2009**

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

RESOLVED:

That, the minutes of the meeting of the Area Forum (South) held on 27 January 2009 be approved and adopted.

- i) **Area Forum (West) – 29 January 2009**

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

RESOLVED:

That the minutes of the meeting of Area Forum (West) held on 29 January 2009 be approved and adopted.

(j) Licensing Committee – 17 February 2009

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

RESOLVED:

That the minutes of the meeting of the Licensing Committee held on 17 February 2009, be approved and adopted.

(k) Executive Board – 17 February 2009

(i) Minute No. 71 – General Fund Revenue Estimates 2009-2010 and setting the Council Tax 2009-2010

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

Recommended:

That Minute No. 71 be amended by the substitution of the original recommendation by the recommendation set out in Appendix 1 hereto. There being no further amendment, upon being put to the meeting the Mayor declared the Motion as amended to be carried.

(ii) Minute No. 74 – The Work of Overview and Scrutiny Boards

During discussion of this matter Standing Orders were suspended in accordance with Standing Order No 43. It was proposed by Councillor Morson, seconded by Councillor Pickard, by way of amendment

“That a joint working party be set up to look at all aspects of overview and scrutiny with the view to have a suitable arrangement in place for the May Annual Council meeting that reflects the operation of the Council.”

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

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

“ a) That with effect from the Annual Council meeting in May the Council moves to one Overview and Scrutiny Board; and

b) That a further report be brought to both Overview and Scrutiny Boards to discuss the mechanics of this.”

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

The substantive motion was then proposed by Councillor Hayfield and seconded by Councillor Smith as follows:-

“ a) That with effect from the Annual Council meeting in May the Council moves to one Overview and Scrutiny Board; and

b) That a further report be brought to both Overview and Scrutiny Boards to discuss the mechanics of this.”

The Mayor then declared the substantive motion to be carried.

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

RESOLVED:

That the minutes of the meeting of the Executive Board held on 17 February 2009, together with the recommendations contained therein as amended at (i) and (ii) above, be approved and adopted.

39 Notice of Motion Under Standing Order No. 10

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

40 The Common Seal

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

RESOLVED:

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

Chairman of the next ensuing meeting of the Council

**MINUTES OF THE EXTRAORDINARY MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE
COUNCIL HOUSE, ATHERSTONE ON WEDNESDAY 22 APRIL 2009**

Present: Councillor Payne in the Chair.

Councillors Bowden, Butcher, Davis, L Dirveiks, N Dirveiks Forwood, Fowler, Fox, Gordon, Hayfield, Jenkins, Johnston, Lea, Lewis, May, Moore, B Moss, M Moss, Phillips, Pickard, Sherratt, Smith, Smitten, M Stanley, Y Stanley, Swann, Sweet, Welby, Winter, Wykes and Zgraja.

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

Apologies for absence were received from Councillors Freer, Morson and Simpson.

Before the commencement of business, Councillor Sweet led the Council in Prayer.

41 Declarations of Interest

Personal interests arising from the membership of Warwickshire County Council of Councillors Forwood, Fowler, Hayfield, Lea, B Moss, M Stanley and 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) were deemed to be declared at this meeting. Councillors Fowler and Hayfield spoke on the business recorded at Minute No 42 but did not vote.

42 Minerals Core Strategy – Revised Spatial Options Consultation

Members considered a report from the Assistant Chief Executive and Solicitor to the Council on the consultation by Warwickshire County Council on the Minerals Core Strategy – Revised Spatial Options. Members were invited to endorse a suggested course of action.

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

RESOLVED:

That the Council objects to the proposed open cast mining and that the Council's formal response to the consultation be delegated to the Chief Executive in consultation with the Chairmen of the Executive Board and the Planning and Development Board, together with their Shadows.

Chairman of the next ensuing meeting of the Council

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

9 March 2009

Present: Councillor Smith in the Chair

Councillors Bowden, Butcher, Fox, Johnston, Lea, Payne, Moore, B Moss, M Moss and Swann.

Councillors Phillips and Winter were also in attendance and with the agreement of the Chairman, Councillor Winter spoke on Minute No 142 (Council House Building), Minute No 143 (40 Kiln Way, Polesworth) and Minute No 150 (Proposed Development at Meadow Street, Atherstone).

138 **Declarations of Personal or Prejudicial Interests**

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

139 **Minutes**

The minutes of the meetings of the Board held on 12 January and 9 February 2009, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

140 **Procurement Strategy (2007 – 2010), 2009/2010 Action Plan**

The Assistant Director (Information and Procurement Services) presented the Procurement Strategy (2007 – 2010), 2009/10 Action Plan to Members for their approval.

Resolved:

That the Procurement Strategy (2007 – 2010), 2009/10 Action Plan be approved.

141 **Housing Benefit and Council Tax Benefit Performance from 1 April 2008 onwards**

The Assistant Director (Revenues and Benefits) advised Members of the performance relating to Housing and Council Tax Benefit for the period from 1 April 2009 onwards.

Resolved:

That the performance as set out in the report of the Assistant Director (Revenues and Benefits) be noted.

142 **Council House Building**

The Assistant Director (Housing) reported on the background to the Government's new drive to encourage Councils to build properties to add to their current stock and the Board was asked to consider a recent consultation paper on the issue.

Resolved:

- a That the changes introduced by the Housing and Regeneration Act 2008 are noted; and**
- b That the response to the Government's consultation paper be agreed and returned.**

143 **40 Kiln Way, Polesworth – Sale of Land**

The Board was informed that the Council was being recommended to grant outline planning permission for two dwellings on land at Kiln Way, Polesworth. This had given rise to the need to consider how planning requirements could be accommodated, so as to be consistent with private developments.

Resolved:

- a That the £2,000 arising from the capital receipt from the disposal of the land, be directed towards enhancements of open space elsewhere in Polesworth in line with the Green Space Strategy; and**
- b That a similar approach be taken, where appropriate, in respect of the disposal of other open space.**

144 **Developing a Customer Insight Programme**

The Assistant Director (Revenues and Benefits) updated Members on the forthcoming pilot of two initiatives that would better inform the Council in understanding its customer base and enable it to use the information to make more informed decisions, based on the experience of other Councils currently using the software.

Resolved:

That the report be noted.

145 **Progress Report – Housing Responsive Repairs Service**

The Assistant Director (Housing) provided Members with a progress report on the work carried out to improve the Council's Response Repairs Service for its own stock.

Resolved:

- a That the contents of the Response Repairs Progress Report be noted; and**
- b That the Action Plan to deliver further agreements be agreed.**

146 **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.

147 **Collection Progress, Rate Relief Update and Proposed Staffing Changes**

The Assistant Director (Revenues and Benefits) updated Members on the collection position for the period 1 April 2009 onwards. Information was also provided on the level of discretionary relief awarded to not for profit organisations and specific business located in rural areas. He also summarised proposed changes to the structure, following a request by a member of staff to reduce working hours following maternity leave.

Resolved:

- a That the performance set out in the report of the Assistant Director (Revenues and Benefits) be noted;**
- b TN, the NDR/Visiting Officer (Grade 7) be re-designated as a Revenues Officer (Grade 6) and employed on a two day per week arrangement when she returns to work in June 2009;**
- c That the full time posit of NDR/Visiting Officer (Grade 7) be advertised immediately and the appointment be ring-fenced to one of the existing Revenues Officers (Grade 6);**
- d That on appointment, TN be assimilated into the post and the vacant three days be retained within the Divisional structure until 31 March 2010; and**
- e That a temporary 14 hour contract (Grade 1) of Administrative Assistant, currently filled by DD, be extended until 30 November 2009, to enable completion of the Corporate administration review.**

148 **Irrecoverable 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 7 balances over £1,250, totalling £12,756.75, in respect of unpaid Council Tax detailed in Appendix A to the report of the Assistant Director (Revenues and Benefits) be approved;**

- b** That the write-off of 17 balances over £1,250, totalling £170,203.31, in respect of unpaid Non Domestic Rates be approved;
- c** That the write-off of one balance over £1,250, totalling £1,777.68, in respect of unreclaimed overpaid Housing Benefit be approved;
- d** That the write-off of 4 balances over £1,250, totalling £9,732.32, in respect of former tenant rent arrears be approved;
- e** That the write-off under delegated powers of 99 balances under £1,250 of £19,800.90, in respect of unpaid Council Tax be noted;
- f** That the write-off of 18 balances under £1,250, of £4,818.64, in respect of unpaid Non Domestic Rates be noted;
- g** That the write-off of 65 balances under £1,250, totalling £8,018.15, in respect of unreclaimed Housing Benefit Overpayments be noted;
- h** That the write-off of 46 balances under £1,250, totalling £12,514.30, in respect of former tenant rent arrears be noted;
- i** That the write-back of 54 balances, totalling £7,882.93, in respect of overpaid Council Tax be noted; and
- j** That the write-back of 25 balances, totalling £12,887.97, in respect of overpaid Non Domestic Rates be noted.

149 Contact Centre and One Stop Shop Update

The Assistant Director (Revenues and Benefits) updated Members on the operational performance and progress being made in the Contact Centre and One Stop Shop since the last report to the Board in November 2008. He also reported on proposed changes to the current operating hours and structure.

Resolved:

- a** That the performance and progress as set out in the report of the Assistant Director (Revenues and Benefits) be noted;
- b** That the closure of the One Stop Shop in respect to “face to face contact” on a Saturday morning and between 5.15 pm to 5.45 pm, Monday to Friday, on a date to be agreed as soon after 1 April 2009 as possible be agreed;
- c** That the transfer of telephone calls to the County Council Contact Centre, located in Kings House, Bedworth, between the hours of 5.15 pm to 8.00 pm, Monday to Friday, and 9.00 am to 4.00 pm on a Saturday, on a date to be agreed as soon after 1 April 2009 as possible be agreed;

- d That, effective from a date to be agreed when (b) and (c) go live, the structural changes outlined in the report caused by the proposed changes in operational hours, be approved.**

150 Proposed Development at Meadow Street, Atherstone

The Assistant Director (Housing) provided Members with information on an opportunity to create a new housing development at Meadow Street, Atherstone, to improve the Council's current temporary accommodation provision.

Recommended:

- a That the Council's land off Meadow Street, Atherstone be sold and the proposal to develop the site to include the Council's homeless hostel at 12 Meadow Street as set out in the report of the Assistant Director (Housing), be approved;**
- b That the payment of £50,000 from Bromford Housing Association in consideration of the land value be agreed; and**
- c That if an exit strategy needs to be implemented in future years, the Council negotiates, as part of the sale of the land and premises, to have one of the flats transferred into its ownership and 100% nomination rights on the other flats when they are first let be agreed.**

L Smith
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

27 April 2009

Present: Councillor Smith in the Chair

Councillors Butcher, Fox, Johnston, Lea, Payne, Moore, B Moss, M Moss and Swann.

An apology for absence was received from Councillor Bowden.

Councillors N Dirveiks and Winter were also in attendance and with the agreement of the Chairman, Councillor Winter spoke on Minute No 154 – Rent Decrease for Local Authority Tenants and Minute No156 – Sale of Land off Rectory Road/Bournebrook View, Arley.

151 **Declarations of Personal or Prejudicial Interests**

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

152 **Internal Audit – Plan of Work for 2009-10**

The Director of Resources explained the basis upon which the Audit Plan for 2009/10 had been developed, using a variety of sources of information to ensure that all appropriate aspects of service activity were embraced as part of the approved three-year review programme.

Resolved:

That the Audit Plan for 2009/10 be approved.

153 **Replacement of Five Refuse Freighters 2009-10**

The Director of Resources detailed various options for funding the replacement of five Refuse Freighters currently on contract hire until September and October 2009.

Resolved:

That the direct purchase of five Refuse Freighters, funded through external borrowing, be approved.

154 **Rent Decrease for Local Authority Tenants**

The Assistant Director (Housing) advised Members of a consultation process being undertaken by the Communities and Local Government Department with regard to changing the rent charged to Local Authority Tenants during the financial year 2009-2010.

Resolved:

- a That the Communities and Local Government consultation process outlined in this report be noted;**
- b That the decision taken by the Chief Executive in consultation with the Chairman of the Resources Board to reply to the consultation to confirm that this Authority wished to take up the offer of a reduced guideline rent be ratified;**
- c That the Housing Division, with the Revenues and Benefits Division, be authorised to undertake all of its legal and year end procedures again in order to change the rent charged to Tenants for the financial year 2009 – 2010 to reflect the new guideline increase of 3.1%; and**
- d That the approved budget for 2009/10 be amended, as set out in paragraph 7.1.4 of the report of the Assistant Director (Housing).**

155 Tenant Partnership Agreement

The Assistant Director (Housing) presented the Council's Tenant Partnership Agreement for consideration and provided information about a new regulatory body for social housing landlords.

Resolved:

- a That the revised Tenant Partnership Agreement be agreed; and**
- b That changes to the regulatory framework for social housing be noted.**

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

The Assistant Director (Housing) updated Members on the progress on, and changes to the proposals to develop Council land off Rectory Road, Arley and the Board was asked to agree a suggested course of action.

Resolved:

- a That, subject to planning permission, the outline development consisting of 16 two bedroom bungalows for affordable rent, 14 two and three bedroom houses for sale, a new medical centre and a third of the development being designated as village green be agreed;**
- b That the proposed valuation of £17,000 per plot for the bungalows for affordable rent be agreed;**
- c That the part of the site to be used for the medical centre be sold to Warwickshire Primary Care Trust for £105,000;**

- d That negotiations with Lovell Partnerships about the land value for the part of the development which will be outright sale will be subject to further consideration by this Board;
- e That transferring the land to the Parish Council so that they can maintain it on behalf of the community in principle be agreed;
- f That the land is surplus to requirements by the Council; and
- g 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.

157 **Members Development**

The Assistant Chief Executive and Solicitor to the Council provided a draft action plan for improving the training and induction offered to Members.

Resolved:

That the action plan be adopted.

158 **Council Investments**

The Director of Resources informed Members of action taken under the Chief Executive's urgent business powers with regard to Council investments.

Resolved:

That the action taken under the Chief Executive's urgent business powers with regard to Council investments be noted.

159 **International Financial Reporting Standards – Progress Update**

The Assistant Director (Finance and Human Resources) detailed the progress made to date on the implementation of new international financial standards that were being introduced in the next few years.

Resolved:

That the progress made on implementing International Financial Reporting Standards be noted.

160 **Amendments to Policies and Procedures**

The Assistant Director (Finance and Human Resources) advised Members of amendments made to Human Resources policies and procedures, either for legal reasons or for clarity.

Resolved:

That the report be noted.

161 **Housing Portfolio Holder Group**

The Assistant Director (Housing) updated Members on the Housing Portfolio Holder Group meetings held on 3 December 2008, 21 January 2009, 18 February 2009 and 4 March 2009.

Resolved:

That the report be noted.

162 **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.

163 **Payment of Shop Rental, Arden Forest Estate**

The Assistant Director (Finance and Human Resources) reported that the report had been withdrawn due to a change in circumstances.

L Smith
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

16 March 2009

Present: Councillor Simpson in the Chair.

Councillors Bowden, Dirveiks, Fox, Lea, Lewis, Morson, Sherratt, Swann, Sweet, Winter and Wykes.

An apology for absence was received from Councillor Jenkins.

Councillor Phillips was also in attendance.

72 **Declarations of Personal or Prejudicial Interests**

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

Councillor Winter declared a personal interest in Minute No 74 – Planning Applications (Application No 2008/0269 – The Willows Hotel, 145 Watling Street, Atherstone) by reason of a former acquaintance with the applicant.

73 **Minutes**

The minutes of the meetings of the Board held on 19 January and 16 February 2009, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

74 **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 2008/0024 (Beach Brook Market Garden, Square Lane, Corley Ash) be refused for the reasons set out in the report of the Head of Development Control and the Solicitor to the Council be authorised to commence proceedings under Section 179 of the Town and Country Planning Act 1990 in respect of the breach of the Enforcement Notice;**
- b **That subject to the amendment of condition 1 to include the recently submitted plan numbers, Application No 2008/0269 (The Willows, 145 Watling Street, Atherstone) be approved; and**
- c **That Application No 2009/0050 (The Smithy, Warton Lane, Grendon) be approved subject to the following conditions**

“1 The development to which this permission relates must be begun not later than the expiration of three years from the date of this permission.

2 No development shall commence on site until such time as details of the facing materials to be used have first been submitted to and approved in writing by the Local Planning Authority. Only the approved materials shall then be used on site.

3 The permission hereby granted shall be limited to use as a tea-room wholly ancillary to the farm shop at the site and for no other purpose whatsoever within Use Class 3A of the Town and Country Planning (Use Classes) Order 1987 as amended.

4 The permission hereby granted shall enure solely for the benefit of the operator of the farm shop at the premises and for no other person or persons whatsoever.

5 The tea-room hereby approved shall only be open for business during the hours that the farm shop is open for business.”

Reasoned Justification

Notwithstanding Development Plan policies, it is considered that this development will have minimal impact on the overall thrust of policies promoting sustainability that direct new development into the main settlements of the Borough, due to its size, and that it is limited to an existing farm shop enterprise. The proposal will provide local employment, and assist in retaining the viability of the existing rural business without adverse impacts.

75 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.

76 **Breach of Planning Control**

The Head of Development Control reported on an alleged breach of planning control at Gold and Silver Investments, 38 Long Street, Atherstone and the Board was asked to agree a suggested course of action.

Resolved:

- a **That in respect of Gold and Silver Investments, 38 Long Street, Atherstone, the Solicitor to the Council be authorised to issue an Enforcement Notice in relation to three, unauthorised UPVC windows to the front of the property and at first floor level; and**
- b **That the Notice requires the removal of the unauthorised UPVC windows, together with the reinstatement of the sash windows in hardwood, or painted softwood, with 100mm reveals, and to match the original design and that the period for compliance be three months.**

77 **Progress Report on the Building Control Partnership**

The Director of Community and Environment reported verbally that further information was still awaited in respect of the Building Control Partnership. A comprehensive report on the “year end” performance would be submitted to the Board in due course.

Resolved:

- a **That a comprehensive report on the “year end” performance be submitted to the meeting of the Board to be held on 20 April 2009; and**
- b **That the Director of Community and Environment be asked to write to the Chief Executive of Nuneaton and Bedworth Borough Council expressing this Council’s concern at the lack financial and operational information in respect of the Partnership.**

M Simpson
Chairman

**Planning and Development Board
16 March 2009
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5/11	2008/0269	Agents	Amended Plans	16/3/09
5/20	2009/0050	Representation Consultation	Mrs Fisher Environmental Health Officer	9/3/09 16/3/09

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

20 April 2009

Present: Councillor Lea in the Chair.

Councillors Bowden, L Dirveiks, Fox, Lewis, Sherratt, Swann, Sweet, Winter and Wykes.

Apologies for absence were received from Councillors Jenkins, Morson and Simpson.

Councillor N Dirveiks was also in attendance.

78 **Declarations of Personal or Prejudicial Interests**

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

Councillors Lea and Sweet declared a personal interest in Minute No 79 Planning Applications (Application No 2009/0041 – Packington Lane Landfill Site, Packington Lane, Little Packington) by reason of being members of the County Council's Regulatory Committee and took no part in the discussion or voting thereon.

79 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board. In respect of Application No 2009/0061 (Gun Hill Post Office, Gun Hill, New Arley) the Head of Development Control submitted a supplementary report. Details of correspondence received since the publication of the agenda is attached as a schedule to these minutes.

Resolved:

- a That in respect of Application No 2009/0041 (Packington Lane Landfill Site, Packington Lane, Little Packington) the Council objects to the proposal for the reasons outlined in the report of the Head of Development Control;**
- b That consideration of Application No 2009/0043 (Alvecote Marina, Robeys Lane, Alvecote) be deferred for a site visit;**
- c That Application No 2009/0061 (Gun Hill Post Office, Gun Hill, New Arley) be approved subject to the conditions set out in the supplementary report of the Head of Development Control; and**
- d That Application No 2009/0067 (The Spinney, Astley Lane, Astley) be approved subject to the condition set out in the report of the Head of Development Control.**

80 **The Killian-Pretty Review**

The Head of Development Control reported that the Government had now published its response to the Review and Members were informed of the findings.

Resolved:

That the report be noted.

81 **Countryside and Heritage Portfolio Group**

The minutes of the last meeting of the Countryside and Heritage Portfolio Group held on 18 March 2009 were received and noted.

82 **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.

83 **Report on the Building Control Partnership**

The Director of Community and Environment reported that the progress report had been withdrawn and would be reported to the next meeting of the Board.

Chairman

**Planning and Development Board
20 April 2009
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
4/4	2009/0041	West Midlands Regional Assembly	Consultation	16/4/09
		Head of Development Control	Site Visit Note	18/4/09
4/22	2009/0061	Agent	Letter and Amended Plans	17/4/09

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

23 March 2009

Present: Councillor Fowler in the Chair.

Councillors Forwood, Freer, Gordon, May, Phillips, Sherratt, Smitten and Wykes.

Apologies for absence were received from Councillors Pickard and Y Stanley.

Councillor Lewis was also in attendance.

58 **Declarations of Personal or Prejudicial Interests**

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

Councillor Fowler declared a personal interest in Minute 63 (Financial Assistance to Outside Organisations) by reason of being a member of North Warwickshire CAB and vacated the Chair for this item. Councillor May took the Chair for this item.

59 **Minutes**

The minutes of the meeting held on 26 January 2009, copies having been previously circulated were approved as a correct record and signed by the Chairman.

60 **Coleshill Leisure Centre**

The Assistant Director (Leisure and Community Development) and the Assistant Director (Streetscape) informed the Board of concerns in respect of the design, layout and construction and performance of Coleshill Leisure Centre. Potential options for its future replacement and proposals for the means by which its future replacement might be part-funded were highlighted.

Resolved:

- a That the current position in respect of the condition of Coleshill Leisure Centre, be noted and that officers keep Members informed of any changes in this position;**
- b That before further consideration of the merits of the options contained in the report, officers are instructed to organise a consultation event in Coleshill to seek the views of local residents as to the type and location of any new indoor leisure facility in Coleshill; and**

Recommendation to Executive Board

- c That the Executive Board be requested to consider to ring-fence any receipts from the future sales of the adjacent car park and the existing Coleshill Leisure Centre site for a replacement indoor leisure facility in Coleshill, subject to the future preparation and acceptance of the required sustainable and viable feasibility studies and business plans.**

61 Pest Control – Charges

The Assistant Chief Executive (Special Projects) provided further details on an earlier proposal regarding the pest control service charges and sought a decision from the Board.

Resolved:

That the treatment of mice shall be provided free of charge to residents of pensionable age and those on specified means tested benefits and that a flat rate fee of £25.00 including VAT be charged to all other residents.

62 Abandoned Vehicles and DVLA Devolved Powers

The Assistant Chief Executive (Special Projects) reported to the Board an opportunity to address abandoned and/or untaxed vehicles in a more flexible way and sought confirmation of a proposal to adopt devolved powers from the DVLA.

Resolved:

- a That the DVLA devolved powers as set out in the report of the Assistant Chief Executive, be adopted in principle and used in accordance with the report; and**
- b That the detailed operating protocols be considered and approved by the Environment and Safer Communities Portfolio Groups in due course.**

63 Financial Assistance to Outside Organisations

The Assistant Director (Leisure and Community Development) requested the Board consider two applications for Annual Grants.

Resolved:

- a That the two awards for Annual Grants to Voluntary Organisations be approved and administered as indicated in the report of the Assistant Director (Leisure and Community Development); and**
- b That the principles of the Third Sector Strategy with regard to 'Public Sector Investment' be supported and that officers continue to work on the development of a single tendered**

agreement for the provision of third sector support and volunteer development services.

64 Street Wardens

The Board was informed of the various options for the introduction of town or street wardens into the main urban areas of the Borough and the context within which such schemes had been introduced elsewhere. The Assistant Director (Streetscape) set out proposals for the development of a warden service which would complement the arrangements already in place whilst furthering the Council's aims and priorities around Community Engagement and Protecting the Environment.

Resolved:

- a That the introduction of a Street Warden scheme as set out in paragraph 6.1 of the report of the Assistant Director (Streetscape), be approved; and**
- b That a report on the success of the scheme be brought back to the Board after six months for consideration along with further information on future car parking enforcement requirements, how the service has continued to integrate with other Council services, and the broader issue of enforcement across a wide range of divisions and service areas.**

65 Atherstone Market

The Board was asked to consider requests to use the Market Square for events in 2009. The Assistant Director (Streetscape) sought Members views on a mechanism for approving future requests and the introduction of charges for certain events. Members were updated on Atherstone Town Council's continued interest in taking over the ownership/lease of the Market Square.

Resolved:

- a That the requests to use the Market Square for events in 2009 as set out in the report of the Assistant Director (Streetscape), be approved;**
- b That a minimum charge of £400.00 for commercial events that incur specific costs to the Council, be approved;**
- c That Atherstone Town Council's continued interest in taking over the ownership/lease of the Market Square, be noted;**
- d That a further report be brought back to the Board in twelve months time to update Members on the issues; and**

Recommendation to Council

- e That the Assistant Director (Streetscape) in consultation with the Chair and Vice Chair of the Community and Environment Board be given delegated authority to determine all requests for use of the Market Square.**

66 **Admissions Policy – Atherstone Swimming Pool**

The Assistant Director (Leisure and Community Development) reported that following a review of the Admissions Policy at Atherstone Swimming Pool, amendments were proposed in order to ensure the provision of a healthy and safe environment for all users of the facility.

Resolved:

That the revised Admissions Policy, as attached and identified in Appendix A to the report of the Assistant Director (Leisure and Community Development) be approved and adopted with immediate effect.

67 **North Warwickshire Play Strategy and Play Partnership**

Members were informed of the progress of the North Warwickshire Play Strategy which provided a co-ordinated approach to play provision and development throughout the Borough.

Resolved:

That the progress of the North Warwickshire Sport, Play and Active Recreation Group in its delivery of relevant actions identified in the Borough-wide Play Strategy, be noted.

68 **Leisure and Community Development Action Plans**

The Board was informed of the progress that had been made in respect of achieving the actions identified in the Leisure and Community Development Division's approved 2008/09 action plans. Additionally, Members were invited to comment upon the actions plans that provided a framework for activity to be undertaken within the Partnership and Development section of the Leisure and Community Development Division throughout 2009/10.

Resolved:

- a **That the progress made by the Leisure Facilities and Partnership and Development sections in achieving the outcomes identified in the approved 2008/09 actions plans, be noted; and**
- b **That the 2009/10 action plans of the Partnership and Development section of the Leisure and Community Development Division, be noted and endorsed.**

69 **Minutes of the Joint Community Life, Environment/Health Well-being and Leisure Portfolio Groups meeting held on 11 February 2009.**

Minutes of the Joint Community Life, Environment/Health Well-being and Leisure Portfolio Groups meeting held on 11 February 2009 were received and noted.

70 **Contaminated Land Update**

The Assistant Chief Executive (Special Projects) provided Members with an update of the work that had been carried out in the last few years with regard to contaminated land in the Borough and informed them of the proposed way forward. The Board was asked to note the updated Strategy which had been reported to the Environment Portfolio Group.

Resolved:

That the report be noted.

71 **Parks, Open Spaces and Horticultural Service Performance and Grounds Maintenance Service Review**

The Assistant Director (Leisure and Community Development) and the Assistant Director (Streetscape) set out the framework for a review of the Borough Council's Grounds Maintenance service and summarised the outcome of a benchmarking exercise undertaken in respect of its 2007/08 Parks, Open Spaces and Horticultural services.

Resolved:

That the findings of the Parks, Open Spaces and Horticultural Services Performance Report and the actions proposed in respect of the identified Grounds Maintenance Service Review, be endorsed and noted.

72 **Sports and Leisure Facility Management APSE Performance Report**

The Assistant Director (Leisure and Community Development) summarised the headline outcomes of a benchmarking exercise undertaken in respect of the Borough Council's 2007/08 Sports and Leisure Facility Management service.

Resolved:

That the findings of the Sports and Leisure Facility Management Service Performance report, be noted.

Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
RESOURCES OVERVIEW AND SCRUTINY BOARD**

31 March 2009

Present: Councillor Morson in the Chair

Councillors Freer, Gordon, May, Pickard, Y Stanley, Winter and Zgraja.

Councillors L and N Dirveiks and M Stanley were also in attendance. With the consent of the Chairman Councillors M Stanley and N Dirveiks spoke on Minute No. 27 (The Work of Overview and Scrutiny Board), Minute No. 28 (The Management of Asbestos at Work Policy) and Minute No. 32 (Help During the Recession). Councillor M Stanley also spoke on Minute No. 31 (Training Budgets).

25 Declarations of Personal or Prejudicial Interests

Any personal interests arising from the membership of the various Town/Parish Councils of Councillors Freer (Atherstone), Gordon (Coleshill), Y Stanley (Polesworth) and Zgraja (Over Whitacre) were deemed to be declared at the meeting.

26 Minutes

Minutes of the meeting of the Board held on 13 January 2009, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

27 The Work of the Overview and Scrutiny Board

Members were given details of the options to be determined by the Executive Board regarding how the decision to move to one Overview and Scrutiny Board could be implemented.

Resolved:

- a That the proposal to move to a single Overview and Scrutiny Board, as set out in the report of the Assistant Chief Executive and Solicitor to the Council, be noted;**

Recommendation to Executive Board:

- b That not all of the topics for the Scrutiny Panels should be determined in advance to leave some scope for detailed scrutiny of items that emerge through the year; and**
- c That the role of Chairman of the new Board be determined by Full Council at the Annual meeting held in May.**

28 **The Management of Asbestos at Work Policy**

The Assistant Director (Finance and Human Resources) advised Members of the process for the implementation and monitoring of the Asbestos Policy (and other health and safety policies) within the Council.

Resolved:

- a **That the report be noted; and**
- b **That a report be brought back to the Board on the Health and Safety audits and spot checks undertaken during the year.**

29 **Report on Sickness Absence and Managing Attendance**

Members were informed of the work being done by the Human Resources team and line managers in managing sickness absence.

Resolved:

That the report be noted.

30 **Member Training**

The Assistant Chief Executive and Solicitor to the Council provided a draft action plan for improving the training and induction offered to Members.

Resolved:

- a **That the Member Training Action Plan be endorsed;**

Recommendation to Resources Board:

- b **That the Overview and Scrutiny Board agree the training plan rather than the Leaders Liaison;**
- c **That the “buddy” arrangements already being carried out within political groups be added to the list of actions to ensure this is recorded and continues; and**
- d **That the production of a Councillors handbook specifying which departments deal with which issues be added to the induction matters.**

31 **Training Budgets**

The Assistant Chief Executive and Solicitor to the Council provided, at the request of the Chairman, details of the training budgets for Members and Officers.

Resolved:

That the report be noted.

32 **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 a report be brought back to the Board on the process of debt collection methods in light of the current economic situation.**

33 **Industrial Units**

The Board was updated on the current vacancy rate for the Council's industrial units, together with information about the action being taken to market them.

Resolved:

That the report be noted.

34 **Sale of Land**

At the request of the Chairman, the Board was provided with details of the progress of a number of Council owned sites identified for possible sale.

Resolved:

That the report be noted.

Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
COMMUNITY AND ENVIRONMENT
OVERVIEW AND SCRUTINY BOARD**

7 April 2009

Present: Councillor Swann in the Chair

Councillors Davis, Johnston, Lewis, Moore, Payne and Welby.

Apologies for absence were received from Councillors L Dirveiks and M Moss.

22 Declarations of Personal or Prejudicial Interests

Any personal interests arising from the membership of the various Town/Parish Councils of Councillors Davis (Atherstone), Lewis (Kingsbury) and Moore (Baddesley Ensor) were deemed to be declared at the meeting.

23 Minutes

Minutes of the meeting of the Board held on 20 January 2009, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

24 Parks, Open Spaces and Horticultural Service Performance and Grounds Maintenance Service Review

The Assistant Director (Leisure and Community Development) and the Assistant Director (Streetscape) set out the framework for a review of the Borough Council's Grounds Maintenance service and summarised the outcome of a benchmarking exercise undertaken in respect of its 2007/08 Parks, Open Spaces and Horticultural services.

Resolved:

That the findings of the Parks, Open Spaces and Horticultural Service Performance Report be noted and the actions proposed in respect of the identified Grounds Maintenance Service Review be endorsed.

25 Sports and Leisure Facility Management APSE Performance Report

The Assistant Director (Leisure and Community Development) summarised the headline outcomes of a benchmarking exercise undertaken in respect of the Borough Council's 2007/08 Sports and Leisure Facility Management service.

Resolved:

That the findings of the Sports and Leisure Facility Management Service Performance report be noted.

26 **Internal Audit Reports**

The Assistant Chief Executive and Solicitor to the Council provided details of recent audits that had been prepared by Internal Audit.

Resolved:

That the report be noted.

27 **The Work of Overview and Scrutiny Boards**

The Assistant Chief Executive and Solicitor to the Council detailed the options to be determined by the Executive Board regarding how the decision to move to one Overview and Scrutiny Board could be implemented.

Resolved:

That the proposal to move to a single Overview and Scrutiny Board, as set out in the report of the Assistant Chief Executive and Solicitor to the Council, be noted.

28 **Member Training**

The Assistant Chief Executive and Solicitor to the Council provided a draft action plan for improving the training and induction offered to Members.

Resolved:

That the action plan be endorsed.

29 **Help during the Recession**

The Assistant Chief Executive and Solicitor to the Council provided details of the help being offered by the Council and other partners to individuals and businesses during the recession.

Resolved:

That the report be noted.

30 **Update on Performance Indicators**

The Assistant Chief Executive and Solicitor to the Council gave an update on specific queries that Members had raised at the last meeting of the Board on the Performance Indicators reported to that Board.

Resolved:

That the report be noted.

S Swann
CHAIRMAN

MINUTES OF THE AREA FORUM EAST

21 April 2009

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

Present: Councillor Martin Davis in the Chair

Borough Councillors: A Forwood, D Pickard, L Dirveiks, N Dirveiks,
T Wykes, C Fox, K Johnston & County Councillor R Grant

In Attendance: S Robson, A Williams, J Roberts & C Burrows - Warwickshire CC
A McLauchlan & C Bridges – North Warwickshire BC
Deputy Borough Commander Belcher, Sgt Fildes, PCSO Steele –
Warwickshire Police
A Hodge (Warwickshire and West Midlands Association of Local Councils)
A Bates (Fire Service), T Hopkins & J Marshall, G Davis, S Healey, J Mawson,
D Atkin, G Leeson, B Wood, P Wood, R Jarvis, F Leeson, D Clay, A Wrigley, J
Arrowsmith, A Haddon, E Haddon, B Spiers, K Cartwright, T Wilmot, D Clews,
E Burden, M White, H Vero , J Vero, R Gadsby, G Roberts, G Marshall, J
Marshall, C Marshall, L Bickley, L Coils, K Reynolds, L Franklin, B Coton, P
Duffy, S Snell, S Goodye, C Carr

1. Apologies for Absence.

Apologies for absence were received from Cllr Freer and Amanda Macchi

2. Minutes of the meeting held of the Forum held on 15 January 2009

The minutes were agreed as a true record. With the following amendment:-

Page 3, Item 5 ~ Demolders should read De Mulders.

3. Matters Arising

Cllr Grant advised that the De Mulders liaison committee has been formed with representatives from a range of agencies. The group will meet for the first time next week.

St Georges Play Area - In response to the question raised at the January meeting regarding security around St George's Play Area, A Mclauchlan advised that NWBC had reviewed the site and agreed to install a security gate to deter anti-social behaviour.

Royal Meadow Drive - In response to a statement raised by Cllr Pickard and concerns raised by local residents, A Mclauchlan advised that a written response was available at the meeting which addressed the issues that had been raised. She added that following the meeting with local residents on the 16 March, officers had reviewed the proposed location of the multi-use games unit and agreed to locate the unit a further 10 metres into the field. Fencing will be installed around the car park to increase safety and to prevent vehicles entering the open space. A McLauchlan invited those present to advise of any points at which vehicles may be able to access the open space. Rights of access to the site will be available to some properties although permission will need to be granted from North Warwickshire Borough Council. Planning permission for the installation of lighting at

the site was granted at the planning board meeting in February with the agreement that the lightening was turned off at around 10.00pm.

Note: Following the meeting further concerns were raised by local residents and these have been referred to Ann Mclauchlan (NWBC) for comment.

Mancetter Development Project – Cllr Grant informed the meeting that hard copies of the Mancetter Development report were available.

4. 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 time.

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 also advised that Parish and Town Councils who undertake regular clean-up activities can receive a free community clean-up kit to help them keep on top of graffiti in their area. To date only three Parish Councils had accepted the kits. Any Parish and Town Council wishing to receive a kit should contact Lori Harvey :- loriharvey@northwarks.gov.uk or 01827 719356

Sgt Fildes went through the new “Policing Pledge” adopted by Warwickshire Police. He explained that Warwickshire Police is committed to the vision of “Protecting our communities together”. The Policing Pledge will provide one of the ways of achieving this. It will underpin a commitment to delivering a good service and will provide a benchmark against which police activity can be measured. The full pledge can be viewed on the Police website www.warwickshire.police.uk

Sgt Roger Fildes also advised that from the 1 April Warwickshire Police Safer Neighbourhood Teams had announced the commitment to delivering 100% of agreed policing activity to support community priorities set at Community Forum. Sgt Fildes explained to meet the new guidelines only three clear priorities from the forum meeting would be taken forward. Following this announcement a lengthy discussion ensued and members/local residents raised their concern and dissatisfaction to the changes.

G Roberts asked whether the police presence at Snowhill Recreation would be increased over the summer months to deter any anti-social behaviour. Sgt Fildes to investigate.

D Atkin asked whether there had been an increase in crime due to the economic climate; Deputy Borough Commander Belcher responded that operation crunch was in place to monitor the situation.

Following discussions, Sgt Fildes then 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, Lister Road, Snow Hill Recreation & The Woodlands, Hartshill

In response to a question previously raised by Cllr Johnston regarding the setting-up of a Neighbourhood Watch Scheme at The Woodlands, Hartshill, PCSO Steele advised that the delay in setting up the meeting was mainly due to agreeing a suitable venue to meet, the coordinator of the group had requested that the meeting took place at Michael Drayton school, but unfortunately due to other commitments the school was unavailable until after the summer break, PCSO Steel advised that he had tried to secure other venues but the group was adamant they only wanted to meet at the School, hence the delay in meeting.

5. Public Questions and Parish Issues

D Atkin raised the following questions:-

When, who and how are steps to be put in place WCC, NWBC, ATC and others (perhaps through the formation of a rail users groups such as exists for Tamworth/Nuneaton & Bedworth, Lichfield) to promote the facility with the relevant rail companies (London Midland and Cross Country by implication). The initiative lies locally with us to push forward in a coordinated approach”.

Cllr Davis provided the following response from Dan Caldecote, Transport Planner (WCC)

A £100,000 revamp of Atherstone train station has improved facilities for rail passengers. Customer information systems and CCTV have been installed at the Station as part of the redevelopment work.

The improvement work, which was undertaken by rail operator London Midland and Warwickshire County Council as part of the Warwickshire Quality Rail Partnership (WQRP), also includes new signs, car park improvements and information points linking the town’s bus and rail services.

Atherstone is served by London Midland’s new Trent Valley line service, which operates hourly trains between London Euston and Crewe.

The new service began in December and offers better links with the north, as well as fares into the capital for as little as £5.

A request was made for a meeting to be held with Dan Caldecote (WCC), NWBC, and Atherstone Town Council to discuss the possibility of an “Atherstone Parkway”.

Action: WCC to contact Dan Caldecote

Cllr Grant advised that he had received a complaint from local residents regarding the palisade fencing which had been erected between the former school playing fields of Mancetter First School and Priory Walk, the erection of this fence had blocked a short cut to Mancetter Post Office which was previously used by elderly residents to avoid the slight hill in Priory Walk/Church Walk.

Action: NWBC/WCC to feedback to Cllr Grant

6. Area Forum Fund

The Forum was asked to consider three eligible applications to the Area Forum Fund.

Anker Valley Canoe Club, requested funding for two projects:-

Project 1 – Canoe and kayak trailer - £4,214

Project 2 – replacement windows for club house - £1,544

The third application was from **Hartshill Football Club** who requested matching funding to purchase additional kit and equipment - £420.00

Members agreed to support all three projects and thanked Liz Franklin a representative from the Anker Valley Canoe club for attending the meeting and providing some background information.

7. Area Pledge (update) – Simon Robson, WCC

Following the introduction of the Area Pledge at the January meeting (previously known as the Locality Pledge), S Robson provided an up update on the key issues identified by both the Area Forum East and public consultation.

A discussion then took place and it was agreed that the priority for Area Forum East Pledge would be Activities for teenagers. A further priority of improved communication would be taken forward on further progression of the LEADER Programme.

8. Parish Councils Strategy for next 10 years - Alison Hodge, Warwickshire Association of Local Councils

A Hodge provide a summary of the work undertaken over the past 10 years in line with the government modernisation agenda to strengthen the work of local Parish and Town Councils.

A Hodge advised that plans for the next 10 years would encourage a 'Control Shift – returning power to local communities' and this sets out a series of policies to see powers transferred from the central state to local people and local institutions.

Handouts were provided at the meeting and any Parish Council wishing to obtain more information should contact Alison direct :-

Alison Hodge (Warwickshire and West Midlands Association of Local Councils (Warwickshire), Telephone Number: 024 76 217390 or email alisonh@walc.org.uk

9. Local Development Framework, Core Strategy Options – Mike Dittman, NWBC

M Dittman provided an update on the Options for the Local Development Framework Core Strategy, which replaces the Local Plan. The options deal with how and where the Borough will deliver the housing and employment land requirements allocated in the latest Regional Spatial Strategy (RSS) and other options may cover issues such as Renewable Energy, Sustainability and links with/delivery of the Sustainable Community strategy priorities.

Mike also advised that the deadline for Warwickshire County Council's Mineral Core Strategy had been extended to the 8 May 2009 and encouraged Parish Councils to view the consultation.

Mike advised that funds were being sought for the Rural Housing Enabler project which is currently funded until June and that any organisation able to offer support should contact him.

Further information can be obtained directly from Mike Dittman, Telephone Number: 01827 719 451 or email mikedittman@northwarks.gov.uk

10. Any other Business

None

11. Future Agenda Items:- Presentation/Update – Core Strategy, Schools Educational Attainment Action Plan.

12. Date of Next Meeting 28 July 2009 (NWBC, Council Chamber)

MINUTES OF THE AREA FORUM NORTH

THURSDAY, 23 APRIL 2009

The Area Forum North met at Baddesley Ensor Youth and Community Centre at 6.30 pm.

Present: Councillor Moore in the Chair.
Borough and County Councillors M Stanley and Sweet.
Borough Councillors May, Smitten, Y Stanley and Winter.

In Attendance: Cheryl Bridges, Emma Humphreys, Mike Dittman and Simon Powell – North Warwickshire Borough Council
Chris Hallett, Tony Lyons and Alison Williams – Warwickshire County Council
David Everett, Head Magistrates Court Unit, CPS
Inspector Glen Belcher and Sgt Roger Fildes – Warwickshire Police
Andy Bates – Warwickshire Fire and Rescue Service
Louise Hargreaves – Warwickshire Youth and Community Services
A Allsopp - Shuttington Parish Council
B Grix – Austrey Parish Council
M and J Hipkiss – Polesworth Parish Council
J Harding – Local Resident
C Cotterill and M Smith – Shuttington Residents
R Gudger and A Mousley – Polesworth Residents

Apologies: Councillors Butcher, Jenkins and Morson and Reverend Hicks

1 Minutes of the Meeting of the Forum held on 22 January 2009

The minutes of the meeting of the Area Forum North, held on 22 January 2009, were agreed as a correct record and signed by the Chairman.

2 Matters Arising

There were no matters arising.

3 Safer Neighbourhoods – Partners and Communities Together (PACT)

Sergeant Roger Fildes, 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, Polesworth and Warton). 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. Cheryl stated that any Parish Councils interested in free clean up kits to tackle graffiti should contact her direct at cherylbridges@northwarks.gov.uk.

Discussion then followed about the next set of priorities to take forward to the PACT Panel for this round. Following the introduction of the Warwickshire Police Pledge, Sergeant Fildes reminded the members of the Forum of the importance to ensure that the priorities are limited to a specific area (ie if choosing anti social behaviour it would not be appropriate to choose a village in general, the Forum should specify a specific road). The Forum expressed concern about this new initiative as they felt that it limited

the size of the area covered. The Chairman agreed to put their concerns surrounding the new framework to the Police Authority/Chief Constable.

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

- Parking in Polesworth – Bridge Street/Rickyard Close
- Anti-Social Behaviour, Dordon – Church Road and Church Grounds
- Anti Social Behaviour, Baddesley Ensor – Recreation Grounds and surrounding area.

Following this a short presentation was provided on the work of the Crown Prosecution Service (CPS) by David Everitt, Head of the Magistrates Court Unit. Mr Everitt explained that the CPS now intend to engage further with the Community and victims of crime or members of their family (where appropriate) will receive more support and information from the service during the process. The CPS is keen to hear from members of the public about their experience of the CPS or any views they may have on how the service could be improved. Mr Everitt left a number of brochures about their work for members of the Forum to read and invited individuals to contact him with any information at david.everett@cps.gsi.gov.uk.

4 Public Questions

Two public questions were received relating to Agenda Item No 5 which the Chair agreed to consider under this item.

5 Mineral Core Strategy Update – Tony Lyons (WCC)

Tony Lyons, Principal Planning Officer (WCC), reported on the current situation in respect of the Minerals Core Strategy Consultation Exercise and discussion ensued about the site at Anker West. Mr Lyons explained that this site had been put forward by UK Coal. The site will need to be looked into thoroughly, UK Coal will be asked for more detail, assessment and evidence of minerals in the ground. They will also have to provide evidence of need in line with Government Objections.

It now appears that the original consultation document didn't reflect new emerging Government guidance and following discussions with the Government Office a new approach has been adopted, which is to identify and include "strategic" sites. Mike Dittman, Forward Planning Officer with North Warwickshire Borough Council, added that in essence the consultation has started again due to the fact that the Government Office felt it may be considered unsound and that strategic sites should be included.

Following the end of the consultation period, Tony Lyons explained that the comments will be added to the system on-line and people will then have the opportunity to see their objections. In addition, all sites will be assessed by a number of agencies (eg Highways, Environment Agency, Archaeologist etc). Once the relevant information has been gathered the sites will be assessed along with Development Control. Officers will then put forward their recommendations for consideration at Cabinet towards the end of this year.

Following the presentation by Tony Lyons, Local Councillors expressed their strong opinion that they considered the County Council's consultation with local members and the community inadequate.

The following questions were read out, which were addressed during Tony Lyons' earlier presentation.

Liz Wood, Parish Councillor, Shuttington submitted a question prior to the Forum as follows:

"In preparing the present mineral core strategy plan, Warwickshire County Council produced a consultation document for preferred options in 2009. The outcome of this document was to reject Option A (which asked for the Framework to seek to allocate areas of preferred extraction of opencast coal.). It chose Option B which says: Areas of Coal which have opencast potential should be safeguarded and policies put in place to assess any application.

I wish to ask why UK Coal was contacted to put forward sites, when they were contacted and why Anker West was then included as a potential site in the core mineral plan when you had already decided that "formally safeguarding potential sites" should be adequate".

Mike Smith, Local Resident, submitted the following question to the Forum:

"1 In 1995 the County wished to name six "preferred" sites for open-cast coalmining in the Minerals Plan:

OC1-Dosthill
OC2-Anker West
OC3-Anker East
OC4-Sandy Lane
OC5-Orchard
OC6-Waste Lane

After a public enquiry these sites were not named in the Minerals Plan. What were the reasons and how have things changed to have a site named in the present framework?

- 2 In the "Preferred Options" document Para 7.68 it is stated that Option B will apply to Open-casting. Potential sites will be "safeguarded". Safeguarding is explained in PP6 para 7.18. where it states "There is no presumption in favour of applications", yet Anker West has been detailed in "Revised Spatial Options" at the request of the minerals industry. Why?
- 3 If the County is to "safeguard" minerals, then why are not all the non-sterilized sites containing coal listed? In 1995 there was wide spread opposition to the several sites. Do you think the "minerals industry" have deliberately indicated only one 'soft' site to minimise opposition?"

Tony Lyons clarified, with regard to the identification of specific sites, that these sites were not put forward by the County Council but were submitted by the landowners and/or Minerals Industry operators. This request for and identification of sites from the Minerals industry/landowners is required as a formal part of the planning process when producing the Local Development Framework document. Any sites not formally proposed by owners, whether new or previously identified in the adopted minerals local plan, are unlikely to be taken forward to the next stage of the plan. This does not, however, mean that planning applications could not be submitted for new sites. These would be considered under and dealt with by the Policy Principles detailed in the Core Strategy.

Mike Dittman added that this process was similar to that the Borough Council is required to do for identifying new housing land/sites in its own Core Strategy and Local Development documents. In that case it is the development industry and landowners who are approached/consulted with over future availability of potential housing sites.

6 Area Pledge (Update) – Chris Hallett (WCC)

Chris Hallett reported that at the last Area Forum the following key issues were raised to take forward:

- No bus service through No Mans Heath
- Skills and training opportunities
- Lack of affordable housing for young people to rent or buy
- No Emergency Support Housing in North Warwickshire
- Addressing issues of local deprivation

The consultation period has now expired and some extra items were raised during the process:

- Activities for teenagers
- Speeding and parking
- Anti-social behaviour
- Best use of community facilities
- Improved access to health services
- Crime and disorder
- Community activities
- Good education provision

Chris went on to ask the Forum to identify a specific issue from the lists that require further investigation for the next Area Forum. After a short discussion the following area was agreed:

- Rural Transport with access to local services.

7 Local Development Framework, Core Strategy Options – Mike Dittman (NWBC)

Mike Dittman gave a presentation on the Local Development Framework – Core Strategy Options. Mike explained that this document will replace the Local Plan with a wider remit, outlining the vision and overall objectives for development within North Warwickshire and will set out where new housing and other developments should be focussed. Consultation will take place until May/June 2009.

8 Area Forum Fund – Simon Powell (NWBC)

Area Forum Fund

The Forum was asked to consider three eligible applications to the Area Forum Fund as follows.

Following a discussion on each application members agreed to support the following:-

Austrey Parish Council - £728
Austrey Old School Hall Trust - £2,068
Polesworth Scout Club - £1,046

9 **Parish Issues**

None.

10 **Any Other Business**

None.

11 **Future Agenda Items**

The following items were requested as future agenda items:

- Green Space Strategy (in respect of £10,000 available within the Forum Area).
- Mineral Core Strategy Update.

12 **Future Meeting Dates**

23 July 2009 – Polesworth
27 October 2009 - Austrey

MINUTES OF THE AREA FORUM SOUTH

28 April 2009

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

Present: Councillor Sherratt in the Chair

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

In attendance: Joanna Rhodes, Alistair Rigby, Charlotte Carr, Helen Earp (WCC), Richard Dobbs, Robert Beggs, Jaki Douglas, Mike Dittman (NWBC), Inspector Andy Davies, Sgt Shaun Albrighton, PC Andrew Hopkins, WPC Ellen Beaty, PCSO H Waller, PCSO Tim Staten (Warwickshire Police), Andy Bates (Fire & Rescue), Clare Jolly (Coleshill School Cluster), Barry Coton, G Thoridge (Shustoke PC), Brian Martin, (Ansley PC), M Gascoigne, B Gascoigne, Dominic Ferro, S Wallace, Bill Richards (Coleshill TC), June Upton, Brian Gill, Francine Kelly, Jane Jordison, Alad Harding, M Hession, Katy Harper, Derek Axe, Jo Cox, J Hoyle, S Holt, J Holt, Sue Meer, J Akhurst, J Baker, M Baker, BM, Edna Goldman, P Twigge, H Twigge

1. Apologies for Absence

Astley Parish Council

2. Minutes of the meeting held of the Forum held on 27 January 2009

The minutes were agreed as a true record.

3. Matters Arising

Barry Coton, Shustoke Parish Council requested WCC (Safer Routes to School Team) to involve PC Hopkins and PCSO Boulter in making further investigations on the congestion outside Shustoke Primary School at the beginning / end of the school day.

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

Sgt Albrighton presented a summary of the progress and actions that had been undertaken on the PACT priorities chosen at the last meeting: Speeding - Herbert Fowler School, Old Arley & Gun Hill, New Arley.

Robert Beggs gave an update on the work undertaken by the North Warwickshire Community Safety Partnership to deliver diversionary activities to young people through Activies 4U and Call4Sport programmes and supporting performances by Crag Rats Theatre Group on alcohol and drugs misuse at local schools.

The priorities for the 2009 – 2010 Partnership Plan were also highlighted.

These include:

- Violent Crime
- Criminal damage
- Anti social behaviour
- Community Cohesion
- Serious Acquisitive Crime

Town / Parish Councils who are interested in receiving a free 'Graffiti Removal Kit' should contact Lori Harvey, NWBC tel. 01827 719356

A full copy of the joint presentation including results of actions taken are available on the County Council's website www.warwickshire.gov.uk

Sgt Albrighton reiterated the new "Policing Pledge" adopted by Warwickshire Police that was introduced at the last meeting. The full pledge can be viewed on the Police website www.warwickshire.police.uk

Sgt Albrighton also advised that from 1 April 2009, Warwickshire Police Safer Neighbourhood Teams had made a commitment to 100% delivery of agreed policing activity in support of the priorities set at each Area Forum. To deliver the new Pledge only three clearly identified priorities from each Area Forum meeting would be taken forward.

The following points were raised as policing issues. However many of those raising a concern found it difficult to give precise details to support their request.

Birchley Heath – speeding motorbikes on Pipers Lane every Tuesday night.
A 'Speedaware' sign is due to go in shortly on Pipers Lane.

Ansley Common – speeding traffic up Nursery Hill going out of Nuneaton.
A Village Traffic Plan is being developed to address road and traffic issues in the village.

Coleshill Youth Centre, Temple Way – anti-social behaviour outside the youth centre in the early evenings.
PCSO & PC Hopkins to meet with caretaker and Town Council

Coleshill Town Centre – request to share police strategy in addressing anti-social behaviour in the Town Centre

Coleshill – parking in Parkfield Road and on pavement, Bridge View – obstructing mobility scooters, pushchairs
PCSO to record registration numbers

The two agreed Priorities were:

- Ansley Common – speed checks within 100 metres either side of Nursery Road

- Coleshill Youth Centre, Temple Way – anti-social behaviour. Times & dates to be confirmed with caretaker

There was general concern that by focusing priorities to specific locations and times, the Police would be spending less time on responding to Safer Neighbourhood issues in the future.

5. Public Questions

Derek Axe asked for a response from NWBC to the declining state of Coleshill Hall Farm which has been subjected to more vandalism and graffiti. Mike Dittman, NWBC responded that there is very little that the Council can do beyond serving an urgent works notice ensuring the place is made safe (wind and weather tight). Beyond that the Council would have to consider using Compulsory Purchase powers, which were unlikely to be promoted until all alternative options are investigated due to the financial implications this would have for the Council. Finding a viable alternative economic use was the best way of protecting/retaining the building. He suggested that observations are diarised and the option of setting up a Trust is investigated. Similar comments were made about Park Hall Cottage.

Questions about Coleshill Leisure Centre and car park were taken under agenda item 9 – Coleshill Leisure Centre (update).

6. Area Pledge (Update) - Joanna Rhodes (WCC)

Following the introduction of the Area Pledge at the January meeting (previously known as the Locality Pledge), J Rhodes provided an update on the key issues identified by the public consultation exercise that followed the January round of Forums and the headline results from The North Warwickshire Place Survey, which approximately surveyed around 300 households in Area Forum South.

A discussion then took place and it was agreed that the priority for Area Forum South Pledge would be 'Rural Transport'.

7. Coleshill Leisure Centre

A statement was read out on behalf of NWBC by Jaki Douglas. It highlighted the request by Community & Environment Board to consult with local residents and users of Coleshill Leisure Centre over its future.

The statement reads:

Further to consideration of the future of Coleshill Leisure Centre at the Community & Environment Board meeting held on 23 March, 2009 and subject to the outcome of further deliberations at next week's meeting of the Executive Board, there will be a need to undertake consultation with local residents and users into a range of issues associated with any such undertaking. Initially at least, this consultation may focus on the location of, and nature of service to be provided within any new indoor sports facility.

Given the extent of any project to replace Coleshill Leisure Centre, the associated consultation programme will need to take a number of forms and would, for example, include meetings with relevant Town and Parish Councils, local schools and sports clubs and other interested organisations. Given the success of similar events held in Arley (in respect of proposed developments at Rectory Road), it is intended to hold at least one Open Day at the Leisure Centre (and possibly one at the Secondary School). These events will be well publicised, including through local media outlets, on posters and through the Council's website.

It is proposed that an initial (consultation launch) Open Day be held at the Leisure Centre on 1st July. It should be noted, however, that as the Authority is a signatory to the Warwickshire Compact, which states that there should be a 12 weeks period within which organisations such as Town and Parish Councils and voluntary sector clubs are consulted on major projects, the consultation period will remain open until the end of September. It is likely, therefore, that at least one further Open Day will be held in this period, hopefully after further discussions have been held with WCC in relation to the Building Schools for the Future programme, which is pertinent given that a potential site for any new indoor sports facility is The Coleshill School.

Reassurance was given by the Chair that no decision on the future of the Leisure Centre would be taken by NWBC or by any of its committees prior to the conclusion of the public consultation exercise.

8. Area Forum Fund

The Forum was asked to consider one application to the Area Forum Fund.

Shustoke Allotment Association requested funding for:-

Construction of raised beds - £4,500

Borough Councillors agreed to support the application.

9. Affordable Housing Policy – Mike Dittman, NWBC

Mike Dittman introduced the policy and highlighted the work of Warwickshire Rural Community Council's (WRCC) – Housing Enabler project.

The requirement to provide Affordable Housing in the Borough is dependant on where the housing project is located. The Local Development Framework sets a hierarchy of settlement sizes at 4 levels:

Market towns (eg Coleshill, Polesworth)
Selected villages (eg Water Orton, Kingsbury)
Other villages
Everywhere else

Developments in lower level settlements would effectively be for 100% Affordable Housing. So for example development infill in Ansley Village would be for 100% Affordable Housing with rents in line with local Registered Social Landlord (Housing Associations) rents.

The Housing Enabler who works independently for WRCC, looks at potential sites for Affordable Housing projects by undertaking Housing Needs Surveys. Funding for the post comes to an end in June.

10. Local Development Framework, Core Strategy Options – Mike Dittman

Mike Dittman provided an update on the Options for the Local Development Framework Core Strategy, which replaces the Local Plan. The options deal with how and where the Borough will deliver the housing and employment land requirements allocated in the latest Regional Spatial Strategy (RSS).

A 6 week consultation exercise is planned in the near future. Any one wishing to be included in the mailing list should contact Mike.

Tel. 01827 719 451. E-mail mikedittman@northwarks.gov.uk

Mike encouraged Town / Parish Councils to look at the development proposals for Keresley and Solihull by viewing Coventry City Council and Solihull Metropolitan Borough Council websites respectively.

Mike advised that the deadline for consultation on Warwickshire County Council's Mineral Core Strategy had been extended to 8 May 2009 and encouraged Parish Councils to view the consultation.

11. Future Agenda Item

None

12. Any Other Business

Ansley Common – old railway line footpath – request to re-instate boulders across the entrance.

Request for a portable PA system to be used in future at Area Forum meetings

13. Next Meeting

14 July at Maxstoke Village Hall

MINUTES OF THE AREA FORUM WEST

30 April 2009

The Area Forum West met at Nether Whitacre Village Hall at 6.30pm.

Present: Councillor Payne in the Chair.

Borough and County Councillors Lea and B Moss

Borough Councillors Lewis and M Moss

In attendance: Linda Bird, Jenny Price, Jaki Douglas and Robert Beggs – North Warwickshire Borough Council
Bob Perks, Tony Lyons and Alistair Rigby – Warwickshire County Council
Inspector Andy Davies, Sergeant Shaun Albrighton, PCSO's Tim Staten, Gavin Scott and Caroline McMurchie – Warwickshire Police
Andy Bates – Warwickshire Fire and Rescue
Spencer Owen, Sally Selvey, Keith Hodkinson, Malcolm Brown, Kevin Oakley, Bill Cooper, Pat Cooper and Vic Brown – Residents
Mark Davey – WCC Youth Service
Ashleigh Robinson and John Illsley – Kingsbury Youth Club
Pete Everitt – Water Orton Parish Council
Anne Rimmer, Paulette Ross, Louise Baudet and Alan Vaughton – Curdworth Parish Council
David Williets – Middleton Parish Council
Regina Upton, Roger Upton, Joan Pickworth and Keith Woodward – Nether Whitacre Parish Council
Tony Hardman – NW Neighbourhood Watch
Steve Turner – Wood End Community Association
Carolyn Piper – Water Orton Village Protection Group

1. Apologies

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

2. Minutes of the meeting held on 29 January 2009

Minutes of the meeting held on 29 January 2009 were agreed as a true record and signed by the Chairman.

3. Matters Arising

None.

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

Inspector Andy Davies 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 two PACT priorities nominated by the Forum at its last meeting. A copy of the summary detailing these actions can be viewed on the Council's website – www.northwarks.gov.uk via the link for meetings and minutes online.

Robert Beggs highlighted free community clean-up kits available to parish councils to tackle graffiti in their areas.

Inspector Davies gave an update on the Policing Pledge and explained the new guidelines for setting the three priorities. He stressed that it was important that the priorities set by the Forum were limited to a specific area (ie if choosing anti social behaviour it would not be appropriate to choose a village in general, the Forum should specify a specific location).

The following public question was submitted by Sally Selvey, and was taken under this item.

“What actions are the police taking or intending to take to deal with the repeated problem in various points around the village of Water Orton of anti social behavior of young people descending on the village?”

For months now particularly on late Friday afternoon large numbers of young people descend on the village. Many of them arrive by public transport. They are carrying drinks which appear to be alcoholic some disguised in soft drink containers. They are extremely noisy, travel about or congregate in large groups. They continue after darkness and when eventually they congregate at the bus stops they appear to be playing chicken with motorists on the near by roads. They leave a trail of litter which includes alcohol cans and bottles in the streets and gardens or other areas they gather”.

Inspector Davies responded that they were aware of the situation and had met with the Parish Council to take the matter forward.

The Forum was then asked 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:-

- Nuisance youths - White city ¼ mile radius, Friday evenings, 4pm to midnight
- Off road motorcycle nuisance, Kingsbury Link, Saturday and Sunday afternoons.
- Hams Hall

5. **Coleshill Leisure Centre Update**

Jaki Douglas, NWBC, updated the Forum of the intention of the Borough Council to undertake consultation on the future of Coleshill Leisure Centre. Initially at least, this consultation would focus on the location of, and nature of service to be provided within, any new indoor sports facility.

Given the extent of any project to replace Coleshill Leisure Centre, the associated consultation programme would need to take a number of forms and would, for example, include meetings with relevant town and parish councils, local schools and sports clubs and other interested organisations. Given the success of similar events held in Arley (in respect of proposed developments at Rectory Road), it was intended to hold at least one Open Day at the Leisure Centre (and possibly one at the Secondary School). These events would be well publicised, including through local media outlets, on posters and through the Council's website.

It was proposed that an initial (consultation launch) Open Day be held at the Leisure Centre on 1 July. It was highlighted, that as the Authority was a signatory to the Warwickshire Compact, which states that there should be a 12 weeks period within which organisations such as town and parish councils and voluntary sector clubs are consulted on major projects, the consultation period would remain open until the end of September. It was likely, that at least one further Open Day would be held in this period, hopefully after further discussions have been held with WCC in relation to the Building Schools for the Future programme, which was pertinent given that a potential site for any new indoor sports facility was Coleshill School.

6. **Public Questions**

There were no further public questions.

7. **Mineral Core Strategy Update**

This item was deferred due to Tony Lyons being taken ill at the meeting.

The Forum was advised that the consultation period had been extended to 8 May 2009 and that the strategy could be viewed and comments made through the online consultation portal (accessible via www.warwickshire.gov.uk)

8. **Area Pledge Update**

Following the introduction of the Area Pledge, which was reported to the January meeting, Bob Perks provided an update on the key issues identified by the public consultation.

A discussion took place and it was agreed that the priority for Area Forum West would be Activities for Teenagers.

9. **Local Development Framework**

Linda Bird, NWBC, provided an update on the Local Development Framework – Core Strategy Options. Linda explained that this document would replace the Local Plan with a wider remit, and would outline the vision and overall objectives for development within North Warwickshire. It would set out new housing and employment land requirements.

Consultation would take place until May/June 2009.

10. **Area Forum Fund**

The Forum was asked to consider a revised report setting out four eligible applications to the Area Forum Fund. A budget of £8,000 for 2009/10 was available for allocation. The total sum requested from applicant organisations was £13,600. To ensure that Area Forum West did not exceed its budget, it was recommended that the awards be proportionately reduced from the organisations requested sum.

Resolved:

That the following proportionately reduced grants be awarded;

- **Birmingham Silat Academy be awarded a grant of £460.00;**
- **Kingsbury Methodist Community Outreach Group be awarded a grant of £2,823;**
- **Middleton Parish Council be awarded a grant of £1894; and**
- **Nether Whitacre Methodist Church be awarded a grant of £2823.**

11. **Parish Issues**

There were no parish issues raised.

12. **Future Agenda Items**

Update on the Mineral Core Strategy.

13. **Any Other Business**

An issue concerning road repairs being marked out for weeks and the repair not being carried out was raised.

Action: WCC to look into.

14. **Date of the Next Meeting**

Thursday 30 July 2009 at 6.30pm at Hurley Village Hall.

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
EXECUTIVE BOARD**

5 May 2009

Present: Councillor Hayfield in the Chair

Councillors Davis, Forwood, Fowler, Jenkins, B Moss, Phillips, Smith, Sweet and Zgraja

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

Councillors Gordon, Pickard and Sherratt were also in attendance. With the consent of the Chairman Councillor Pickard spoke on the business recorded at Minute No 84.

Before the commencement of business the Chief Executive reported on the death of Sandra Norman from Community Support. Members and Officers paid tribute to her and offered condolences to her family. He also reported that Len Jacob from Finance was in hospital and Members and Officers wished him well.

82 Declarations of Personal or Prejudicial Interest.

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

83 Minutes of the meeting of the Board held on 17 February 2009

The minutes of the meeting of the Board held on 17 February 2009, copies having been circulated, were approved as a correct record and signed by the Chairman.

84 Audit and Inspection Letter 2007/08

The Chief Executive informed Members of the Audit and Inspection Letter for 2007/08 and highlighted the key recommendations for the Council. Neil Mohan from PricewaterhouseCoopers was in attendance and he responded to a number of questions from members of the Board.

Resolved:

That the contents of the Audit and Inspection Letter for 2007/087 be noted.

85 Scrutiny: Board Arrangements: Portfolio Groups

The Board considered a report from the Assistant Chief Executive and Solicitor to the Council on a way in which the decision to move to one Scrutiny Board could be implemented, proposed the composition of the Council's Boards for the coming Council Year and clarified how Scrutiny, the Boards and Portfolio Groups worked

together.

Recommended:

- a That the arrangements for Scrutiny detailed in the report of the Assistant Chief Executive and Solicitor to the Council be implemented;**
- b That the composition of the Boards and the draft timetable of meetings be agreed;**
- c That the working arrangements between the Boards, the Scrutiny Board and the Portfolio Groups be noted; and**
- d That the Solicitor to the Council be authorised to make the consequential changes to the Constitution caused by the issues raised in his report.**

86 Coleshill Leisure Centre

The Assistant Director (Leisure and Community Development) and the Assistant Director (Streetscape) reported on the current condition of Coleshill Leisure Centre and sought views on the most appropriate manner in which to part fund any future replacement of the facility. Observations from Councillor Welby were reported verbally at the meeting.

Recommended:

That any receipts from the future sales of the adjacent car park and the existing Coleshill Leisure Centre site be ring-fenced for a replacement indoor leisure facility in Coleshill, subject to the future preparation and acceptance of the required sustainable and viable feasibility studies and business plans.

87 Warwickshire Waste Partnership – Memorandum of Understanding - Project

The Assistant Director (Streetscape) reported on the detail of a Memorandum of Understanding in support of Warwickshire County Council's bid for PFI funding in respect of Project Transform and Members were asked to agree a suggested course of action.

Recommended:

That the commitments outlined in the report of the Assistant Director (Streetscape) be endorsed and approval given for the Memorandum of Understanding to be endorsed in support of Project Transform.

88 Free Swimming Programme – Purchase of UV Filtration System at Atherstone Swimming Pool

The Assistant Director (Leisure and Community Development) reported on the action taken by the Chief Executive, in consultation with the Chairman of the Board, to procure a new Ultra Violet (UV) Filtration System for Atherstone Swimming Pool, using a capital grant received from the DCMS as a consequence of the Authority's participation in the Government's Free Swimming Programme.

Resolved:

That the action taken by the Chief Executive, undertaken in consultation with the Chairman of the Board and through the use of his executive powers, in purchasing a new UV Filtration System for Atherstone Swimming Pool with the proceeds of a capital grant received from the Department for Culture, Media and Sport (DCMS) to improve facilities at this venue be noted.

89 Revised Smoke-free Workplace Policy

The Assistant Director (Leisure and Community Development) reported on proposed amendments to the Council's Smoke-free Workplace Policy and Members were asked to agree a revised draft.

Recommended:

That the obligations outlined in the report of the Assistant Director (Leisure and Community Development) be noted and the revised Smoke-free Workplace Policy be approved, formally adopted and implemented with immediate effect.

90 Coventry, Warwickshire, Solihull Forum – Action Plan for Future Joint Working

The Board considered a report from the Assistant Chief Executive and Solicitor to the Council on the work that the Coventry, Warwickshire, Solihull (CSW) Forum had been doing to progress future joint working and sought approval to its action plan.

Recommended:

- a That the work to date be noted; and**
- b That the action plan be endorsed.**

91 Benchmarking Strategy

The Director of Resources submitted a draft Benchmarking Strategy for adoption.

Recommended:

That the Benchmarking Strategy be adopted.

C Hayfield
Chairman