



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 7TH JULY 2015
AT THE JUBILEE CENTRE, ALCESTER.**

Present

Councillors C Neal-Sturgess (Mayor), C Brannigan (Deputy Mayor), L Cumberbatch, J Bunting, J Styles, A Brown, A Foster, G Forman, M Nash, M Cargill, E Payne, Y Morrison, K Greenaway and J Kenyon.

Also the Town Clerk C Wright and Deputy Clerk K Wright

Before the start of the meeting a minutes silence was held for the 10th anniversary of the London bombings in memory of those who lost their lives and also in memory of Mr Norman Barker, a well-respected resident of Alcester who passed away recently.

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

There were no members of the public present.

District and County Councillors' Reports

District Councillors E Payne (representing the Alcester Town Ward) and M Cargill were present at the meeting and gave reports about their recent activities.

Cllr M Gittus could not attend the meeting but had sent a report which was read out by the Mayor.

Cllr S Adams (representing the Alcester & Rural Ward) also could not attend the meeting, there was no report received.

Apologies - 150701

Apologies were received from Cllrs M Gittus and C Gough, whose reasons for absence were agreed by Council.

Minutes of Council Meetings - 150702

The Mayor asked Councillors to consider for approval the minutes of the Council meeting held on Tuesday 2nd June, which were proposed to be accepted by Cllr M Cargill, seconded by Cllr L Cumberbatch and approved by Council.

The Mayor asked Councillors to consider for approval the minutes of the Council meeting held on Tuesday 16th June, which were proposed to be accepted by Cllr Y Morrison, seconded by Cllr J Styles and approved by Council.

Declarations of Interest - 150703

There were no declarations of interest.

Mayor's Report - 150704

The Mayor gave a report on the recent activities he and his deputy, Cllr C Brannigan had attended.

Alcester Community Care Committee - 150705

Cllr C Brannigan confirmed he was satisfied his Committee members had approved the minutes. He then signed the Committee minutes from June.

Cllr C Brannigan made one amendment to the Terms of Reference which had been discussed at the meeting. Council then approved the Terms of Reference of the Committee.

Cllr C Brannigan reported that the committee would be covering all aspects of the ToR with a broad remit, not solely on one group. He also reported that there would be three subcommittees set up: Wellbeing of Young People, Resilience, and Business and Tourism.

Alcester Community Facilities Committee - 150706

Cllr J Kenyon confirmed he was satisfied his Committee members had approved the minutes. He then signed the Committee minutes from June.

Council approved the Terms of Reference of the Committee.



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Cllr J Kenyon reported on two projects already in place and stated that there would be other projects coming forward from the committee once they have been costed and prioritised.

Following a question regarding the resurfacing of the footpaths along the measured mile, the Town Clerk is to contact WCC requesting confirmation within 4 weeks of when this work will be carried out, and report back to Council in August.

Alcester Strategic Planning Committee - 150707

Cllr M Cargill confirmed he was satisfied his Committee members had approved the minutes. He then signed the Committee minutes from the 29th June.

Council approved the Terms of Reference of the Committee.

Cllr M Cargill noted the Planning applications seen by the Committee and also the issue of Market licences which will be discussed in detail later in this agenda.

The following proposition was put to Council:

To form a cross-committee working group to take ownership of the 2015 Alcester Town Plan data and formulate the action plan.

Cllr M Cargill offered to head this subcommittee, Cllrs A Foster and Y Morrison also expressed interest to join, other members who wish to get involved are invited to join.

Alcester Communication Committee - 150708

Cllr Y Morrison confirmed she was satisfied her Committee members had approved the minutes. She then signed the two sets of Committee minutes from June.

Council approved the Terms of Reference of the Committee.

Cllr Y Morrison reported on the committee's projects. The issues with a member's only portal on the website had been discussed, and will be put to Council later in this agenda. The Newsletter will be next going out in September with a deadline mid-August. Cllr Y Morrison stated that the members of Communication were also members of the other committees therefore issues from the other committees should be put through that Councillor:

Community Care - Cllr A Brown

Community Facilities – Cllr E Payne

Strategic Planning – Cllr M Nash

Presidium/Mayor – Cllrs C Neal-Sturgess & C Brannigan

Alcester Town Council Presidium - 150709

Cllr C Neal-Sturgess reported that the Presidium Committee had met to form the structure of Presidium and that all items discussed have been brought forward to this agenda. The Terms of Reference will be reviewed at the next meeting, also the Committee minutes from the preceding month will be signed at the next meeting too, as they were not ready to have been circulated and brought to this Full Council.

Alcester Health and Wellbeing Board - 150710

Cllr L Cumberbatch reported on the forum which had been held for Councillors last week and thanked the director of Public Health, Dr J Linnane, for coming to talk to Cllrs.

The Alcester H&W Board will be meeting soon to begin work, they will initially centre their work on the aspects concerning elderly people however will expand



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to cover other aspects as the board develops. They will meet 4 times a year and will report to Council after those meetings. The Board will also be reporting back at the Annual Parish meeting in April.

Alcester Community Trust - 150711

Cllr L Cumberbatch reported that the group will be meeting again soon. So far the group had organised three Artisan markets which are now run by Cotswold Markets. He also noted the Alcester 10k race which is to be held on the 11th October. The group hope to make a financial contribution to the town later in the year and will be meeting with the Town Clerk to discuss the best course for this.

Membership of the group is to be made more visible, and details of the group will be circulated for the benefit of the new Cllrs.

Review of the Market Policy - 150712

Cllr M Cargill reported that the Planning Committee had agreed to update the ATC Market Policy document to include more relevant aspects of the SDC Street trading document but individualised for the issues seen in Alcester. This updated document had been circulated to all Cllrs, Cllr M Cargill proposed that this document be adopted by Council, which was seconded by Cllr L Cumberbatch and agreed by Council.

Members only Website page - 150713

Cllr Y Morrison reported that since the concerns raised by Cllrs at the last Full Council meeting the Communications committee had met again and sought further advice from SDC. Cllr Y Morrison explained how it would work and the agreed content and sought approval from Council to continue with the project. Cllrs did raise issues regarding access to the website, those with a concern are to speak to the Clerk about an alternative method of obtaining the information. However it was agreed by Council to continue this project.

Town Council Representatives - 150714

The Clerk requested that in the future the Town Council Representatives should report to Council following any meetings or information received. There were no reports given at this stage.

Clerk to report on status of Various Projects - 150715

The Clerk gave a report on the position of 'The Globe' project stating that WCC had approved the project and were in the process of agreeing a lease with SDC. Once this is signed the go ahead will be given to commence the project. Currently this is looking to be early September leaving ATC little time to start moving and with the possibility of the services at Globe House to be ceased temporarily during the work. Council agreed to find alternative accommodation for the office staff during this time to ensure continuation of service, this maybe within the ATC owned building, Jubilee Centre. The Clerk to circulate plans and an emergency meeting may be called.

Payment of Accounts - 150716

The Clerk reported to Council that it had been necessary to make changes to banking arrangements for ATC following problems experienced. Lloyds bank have since written to apologise however it will be at least another week before the situation will be resolved.

During this time the Clerk has been unable to make any payments, including wages to staff, therefore he requested that Council use the compensation



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offered by Lloyds to reimburse the employees for the inconvenience caused, Council agreed to this request.

The Clerk then presented the Payment of Accounts for June 2015, this was proposed to be approved by Cllr L Cumberbatch and seconded by Cllr A Brown and Council agreed.

Correspondence - 150717

a. LCR – the magazine of the National Association of Local Councils (available at Globe House)

Notification of any further business for future meetings - 150718

The Mayor reminded Councillors that agenda items must be received by the Clerk no later than 7 days prior to the corresponding meeting.

Dates of future meetings - 150719

Alcester Full Council Meeting 4th August 2015, 7 pm at Alcester Jubilee Centre

Alcester Community Care Committee Tuesday 14th July 7pm at Alcester Jubilee Centre

Alcester Community Facilities Committee Tuesday 21st July 7pm at Alcester Jubilee Centre

Alcester Strategic Planning Committee 13th and 27th July 7pm at Globe House Council Board Room

Alcester Communication Committee Tuesday 14th July 10:30am Globe House Council Board Room

Alcester Town Council Presidium Tuesday 28th July 7pm at Globe House Council Board Room