



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING  
HELD ON TUESDAY 6<sup>TH</sup> OCTOBER 2015  
AT THE JUBILEE CENTRE, ALCESTER.**

**Present**

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

Also the Town Clerk C Wright and Deputy Clerk K Wright

**PUBLIC PARTICIPATION AT DISCRETION OF MAYOR**

There were no members of the public present.

**District and County Councillors' Reports**

Cllr M Gittus (County Cllr for the Alcester ward also a District Cllr and Chairman of SDC) gave a report on the decisions regarding Combined Authorities. WCC decided they were not interested in joining the MCA and were looking at other options including becoming their own authority. They have met with other local authorities to see if they would be interested in joining a Warwickshire Combined Authority, however there have been no responses yet from this meeting. With regards to the SDC position, they had decided they would investigate further and had requested to sit on the WMCA as a shadow member, this was rejected and therefore they are reconsidering the options next week. Cllr M Gittus also mentioned the part time lighting and how the figures suggested it had been remarkably successful, for example there had been a decrease in the number of burglaries of dwellings in the Stratford area by 92%. He also mentioned the bus services, in particular the 26 which has had parts of its service removed in order to make it more commercially viable and the need to encourage more people to use the bus services.

Cllr E Payne (District Cllr representing the Alcester Town Ward) also commented on the situation regarding Combined Authorities and that Cllrs are still seeking clarification and more information on the best decision to make. He also noted he had had several meetings regarding the 5yr land supply in relation to planning and having put questions to the planning officers was awaiting answers. Cllr E Payne then gave a report about his recent activities and the work he has done for local residents in his capacity as District Cllr, one issue regarding shop access for those with disabilities, particularly those with visual impairments, for which he had trialled adding high visibility tape to the step, with approval from the SDC Conservation officer. Secondly the problem of cyclists riding through Jubilee Court which is a concern for residents there, working with Orbit they have agreed to replace and re-site the signage which states it is prohibited. Finally he reported that the Housing Officer will be returning to Alcester for appointments which will be held in the small office at the Jubilee Centre.

ATC Cllrs had a few questions regarding the Combined Authority position, in particular whether the local parish and town councils would be consulted with, it was agreed that once the WCC and SDC positions had been firmed up that a forum would be organised for local Councils.

Cllr M Cargill (District Cllr and Chairman of the SDC west area planning Committee) and Cllr S Adams (District Cllr representing the Alcester & Rural Ward) could not attend the meeting, there were no reports received.

**Apologies - 151001**

Apologies were received from Cllrs J Bunting, M Cargill, A Brown and G Forman, whose reasons for absence were agreed by Council.



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**Minutes of Council Meetings - 151002**

The Mayor asked Councillors to consider for approval the minutes of the Council meeting held on Tuesday 1<sup>st</sup> September, which were proposed to be accepted by Cllr M Gittus, seconded by Cllr K Greenaway and approved by Council.

**Declarations of Interest - 151003**

There were no declarations.

**Mayor's Report - 151004**

The Mayor reported that he and his deputy, Cllr C Brannigan, had been busy recently attending ten civic events during the past month.

**Alcester Town Council Presidium - 151005**

There had been no meeting of Presidium during September.

**Alcester Community Care Committee - 151006**

Cllr C Brannigan confirmed he was satisfied his Committee members had approved the minutes. He then signed the Committee minutes from September, however he did note that since the meeting there had been changes to a couple of items minuted: the CLA game fair had been cancelled and also the clubs and associations day had been postponed until the new year.

Cllr C Brannigan then reported that the Community Safety subcommittee had begun work, with quite a large remit, and that the Community Care Committee would be working closely with the Alcester Health and Wellbeing Board.

**Alcester Community Facilities Committee - 151007**

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

Cllr J Kenyon reported that quotes to update pieces of play equipment and replace surfaces had been collected and would be considered by the committee this month. Also that the committee had decided that a new air conditioning heating system would be fitted into the Hertford room and also the depot room, once an insulated ceiling had been added, however funding towards this project is still to be sought. When asked if the new ceiling the depot would create more storage space above, the response was that this would be investigated, however would increase costs.

Finally Cllr J Kenyon reported that there had been a complaint received regarding the trees in the cemetery, and that a tree surgeon will be instructed to look at the trees with the possibility of them being trimmed back.

**Alcester Strategic Planning Committee - 151008**

As Cllr M Cargill had been absent for the last meeting of the Planning Committee, Cllr C Brannigan had chaired the meeting, however as the meeting was only 24 hours before, the minutes would be signed at the next planning Committee meeting.

Cllr C Brannigan did report that the Churchill Retirement Living application would be going to the SDC West Area Planning Committee on the 15<sup>th</sup> October, and Cllr M Cargill on behalf of ATC would be presenting their objections, Cllr M Gittus would also be speaking on behalf of local residents and Cllr S Adams as ward member would also be presenting her objections to the Committee. Due to so many of the West Area Committee being unable to sit on the Committee because of their links to the town, extra Councillors from the East area Committee would be sitting, therefore a site visit had been requested for earlier in the day to acquaint those new members with the location. The applicant has



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however taken the application straight to the appeal process claiming non determination; therefore the SDC committee meeting is just to clarify the position of the District Council.

**Alcester Communication Committee - 151009**

Cllr Y Morrison confirmed she was satisfied her Committee members had approved the minutes. She then signed the Committee minutes from September.

Cllr Y Morrison reported that the next Newsletter deadline would be 13<sup>th</sup> November, however reminded Cllrs that if they had anything they wanted in the newsletter it was better to get it in before that date rather than leaving it to the last minute. The Committee had also discussed simplifying and standardising the information on the website and so Cllr Y Morrison asked Cllrs to think about re-writing their profiles to keep the information current and fresh. A suggested template was 300 words including: personal information, current council committees/projects, other council roles, other town activities, plus a contact number. Cllr Y Morrison reported that Cllr A Brown would be acting a liaison between local businesses and Heritage Guides, the company producing the new Town Guide. However as she would be being paid by Heritage guides she would not be representing ATC in this role. The new Town Guide is expected to be produced early 2016, Finally Y Morrison reported on the issue of advertising in the town and put it Council that a policy should be written as a guideline for those planning on putting up advertising boards in the town, this was agreed and the Committee will put something together.

**Alcester Health and Wellbeing Board - 151010**

Cllr L Cumberbatch circulated a report to Council, adding that the Chairman of the Community Care Committee had been added as a member due to the links between the two.

The Clerk then added that there were a couple of opportunities for funding which had come up: one towards Digital Inclusion from SDC and another from WCC towards healthy lifestyles. The first he had been working with VASA regarding a possible project and the second, Cllr C Branningan suggested that he had a possible project for, these will be put together before the deadlines.

**Alcester Community Trust - 151011**

Cllr L Cumberbatch circulated a report to Council.

**Members only Website page - 151012**

Cllr Y Morrison reported that the members only portal on the website was ready to be used and she had tried it with success, however there had been a couple of problems with other Cllrs which should have been resolved by now.

Councillors were encouraged to try it and to leave a comment, as the first comments will need to be verified.

**Town Council Representatives - 151013**

Cllr Y Morrison reported that the Moorfields Trust had met recently and had discussed the lease and replacement of equipment on Moorfields play area. They had agreed to give a grant towards the swings which had been broken earlier this year however would like some of the adult exercise equipment to be included on the site too. A grant to the new Community Safety group would be considered next time from the amount ring-fenced for resilience projects.

**Clerk to report on status of Various Projects - 151014**



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The Clerk gave a report on the position of 'The Globe' project stating that the work had started, including the second doorway into the board room from what will become the ATC office. The lease had been signed between SDC and WCC and ATC were waiting to receive the Heads of Terms. Completion of the building work is expected to be 21<sup>st</sup> Dec with the Library moving over Christmas to be ready to open 1<sup>st</sup> week of January. ATC will be moving in after this. The position at the Jubilee Centre was finally sorted with a static IP address in place enabling the Clerks to connect remotely using the laptops. The Clerk then asked Cllrs to cover the Thursday mornings in the Library and a rota was circulated.

**Payment of Accounts – 151015**

The Clerk presented the Payment of Accounts for September this was proposed to be approved by Cllr C Brannigan and seconded by Cllr K Greenaway and Council agreed.

The Clerk then reported on the External Auditor Certificate and report which had been received, there had been one query which the Clerk believed was incorrect.

**Correspondence - 151016**

*a. Mr J Lindsay – Complaint regarding the state of the paths on Jubilee Fields*  
The Clerk explained that the muddy parts of the riverside 'natural' pathway had been filled in with a rough gravel, however future projects may include adequate funding to extend the resurfacing of the paths to cover that area too, however these projects depend on the money from the Redrow Development which was expected in October. The Community Facilities Committee managing this project will respond.

*b. Alcester Court Leet – Notification of Annual Parade and Court Leet Service*  
The Clerk informed Cllrs that they had been invited to take part in the Parade, they are to meet at 2:40 for the Service at 3pm on the 20<sup>th</sup> October.

*c. Royal British Legion – Remembrance Sunday Parade and Service*  
The Clerk informed Cllrs that they had been invited to take part in the Remembrance Parade, The Mayor would also lay a wreath on their behalf. Cllrs are to meet at 10:30am at Bleachfield Street on the 8<sup>th</sup> November.

**Notification of any further business for future meetings - 151017**

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 - 151018**

Alcester Full Council Meeting Tuesday 3rd November 2015, 7 pm at the Hertford Room, Alcester Jubilee Centre

Alcester Community Care Committee Tuesday 13th October 7pm at the Hertford Room, Alcester Jubilee Centre

Alcester Community Facilities Committee Tuesday 20th October 7pm at the Hertford Room, Alcester Jubilee Centre

Alcester Strategic Planning Committee 5th & 19th October and 2nd November 7pm at Depot Youth Club, Alcester Jubilee Centre

Alcester Communication Committee Tuesday 13th October 10:30am Depot Youth Club, Alcester Jubilee Centre

Alcester Town Council Presidium Tuesday 27th October 7pm at the Hertford Room, Alcester Jubilee Centre