



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING  
HELD BY VIDEO CONFERENCE  
ON TUESDAY 5<sup>th</sup> MAY 2020**

**Present**

Councillors G Forman (Mayor) K Cargill, T Forman, M Cargill, E Wilson, A Foster, E Randle, V Blake, M Bowe, L Pusey, C Neal-Sturgess, K Soares, D Henderson and K Forbes

**In attendance** Mrs V Lowe, Town Clerk and Cllr S Juned, District Councillor

**PUBLIC PARTICIPATION AT DISCRETION OF MAYOR**

There was no public participation.

**District and County Councillors' Reports**

Cllr S Juned (Ward Member for Alcester Town) reported that as at 22<sup>nd</sup> April, there had been 805 cases of Covid-19 in the District and regrettably, 65 deaths. SDC had distributed £35m in grants to businesses. SDC anticipated a loss of £8.1m in income and the District was likely to be one of the worst affected in the country. Cllr Juned had asked to be involved in the SDC recovery working group.

Cllr M Cargill (County Councillor and Ward Member for Alcester and Rural) reported that the shielding hub was working well and thanked the officers at WCC for their efforts in making this so effective. Cllr Cargill reported that he had managed to secure a supply of facemasks and hand sanitiser for volunteers.

There was a question from Cllr Bowe regarding the difficulties of social distancing on the High Street once shops were allowed to reopen. There was a discussion about various options which could be considered such as outside seating for cafés, car free areas, one-way systems and road closures. The District Councillors explained what was being considered in the centre of Stratford.

**1. Apologies**

Apologies were received and accepted from Cllrs M Hempell and K Greenaway.

**2. Minutes of Council Meetings**

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on 14<sup>th</sup> April 2020. They were proposed to be accepted by Cllr T Forman, seconded by Cllr M Cargill and approved by Council; as this meeting was by video conference, they were then signed by the Town Clerk on behalf of the Mayor.

**3. Declarations of Interest**

There were no declarations of interest on the agenda items.

**4. Community Care Committee**

Cllr K Cargill confirmed that she was satisfied that Community Care Committee members approved the minutes of the meeting held on 21<sup>st</sup> April, which were then signed by the Town Clerk on behalf of Cllr Cargill.

The Community Grants awarded by the Committee were noted and it was also noted that other applications had been deferred until July 2020.

There was a proposition from the Committee:

"To transfer the sum of £5000 from general reserves to the ATC Community Resilience Fund".



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This was proposed by Cllr Neal-Sturgess, seconded by Cllr Forbes and carried by Council. The Town Clerk will deal with the transfer as instructed.

**5. Audit for year ended 31<sup>st</sup> March 2020**

The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 which extended the statutory audit deadlines for 2019-20 were noted.

The Statement of Internal Control prepared by the Town Clerk and circulated in advance was considered by Councillors. It was proposed to be accepted by Cllr Neal-Sturgess, this was seconded by Cllr Soares and carried by Council.

**6. Annual Report**

The reports submitted by the Chairs of Standing Committees for the period 2019-20 were noted. It was agreed that they would be published in the form of the Annual Report as prepared by the Deputy Town Clerk and circulated in advance. It was noted that, due to the pandemic, it was not possible to circulate hard copies of the Annual Report as originally planned but the document would be published online and distributed by email. The Mayor thanked the Deputy Town Clerk for producing such an excellent document.

**7. Town Council year 2020-21**

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 were noted which provided that the Mayor and Deputy Mayor would remain in post until May 2021 or until there was a resolution to the contrary.

It was noted that the above Regulations also provided that the Chairs of Standing Committees, Sub-Committees and Working Groups would remain in post until May 2021 or until there was a resolution to the contrary.

It was agreed that the membership of all Standing Committees, Sub-Committees and Working Groups would remain unchanged until May 2021.

**8. Report on Alcester Community Resilience**

Cllr Foster gave a report on the ongoing community resilience effort. He reported that to date, 216 volunteers had been recruited and 420 contacts had been made by phone or email. Contacts were divided between hot food delivery (17%), shopping (36%) medication collection (20%), dog walking (1%) and information (24%).

As at 9<sup>th</sup> April, 1500 hot meals had been delivered and Cllr Foster thanked Mandy Downes at Pantry Anns and Cllr Soares for organising this service. Cllr Foster also thanked Becki Hemming, a resident, for organising the companionship calls service. 25 residents had volunteered and there were currently more volunteers than recipients. A new leaflet was being delivered advertising this service and Coffee @26 had kindly allowed their window to be used for posters.

Cllr Foster reported that Cllr Randle had been interviewed on Welcombe Radio. The Mayor thanked everyone involved in the community resilience effort.

**9. Report on Town Council operations during Covid-19 crisis**

The Town Clerk had circulated her report in advance which was discussed and approved.



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**10. Payment of Accounts**

The Town Clerk presented the Payment of Accounts for the preceding month. The accounts were proposed to be approved by Cllr Neal-Sturgess, seconded by Cllr T Forman and carried by Council.

**11. Correspondence**

Email correspondence received by the Clerk was taken as read. There was no further correspondence to report.

**12. Dates of future meetings**

Full Council Tuesday 2<sup>nd</sup> June 2020 at 7pm

All meetings will take place remotely using Zoom software. Anyone wishing to attend should contact the Town Clerk on [clerk@alcester-tc.gov.uk](mailto:clerk@alcester-tc.gov.uk) for details of how to join the meeting.

The Mayor closed the meeting.