



# ALCESTER TOWN COUNCIL

Office of the Town Clerk

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1<sup>st</sup> October 2020

To: All Town Councillors  
Copies to: Local District and County Councillors

Dear Councillor,

You are duly summoned to the next meeting of the Alcester Town Council, to be held via video conference on **Tuesday 6<sup>th</sup> October 2020 at 7.00pm.**

**For the health and well-being of our community as a result of the Covid-19 crisis and following the instruction of the Prime Minister's address on 23<sup>rd</sup> March 2020, all Town Council meetings will be held remotely until further notice.**

**Alcester Town Council will be using Zoom software to facilitate the holding of meetings.**

**All meetings will be recorded using the Zoom software.**

**Should any resident wish to submit a question to the Town Council or to participate in the meeting via Zoom, please email the Town Clerk [clerk@alcester-tc.gov.uk](mailto:clerk@alcester-tc.gov.uk) before 2 pm on Monday 5<sup>th</sup> October.**

## **Present**

*Clerk to confirm record of Council Members present to ensure a quorum is met*

## **PUBLIC PARTICIPATION AT DISCRETION OF MAYOR**

*Residents are invited to give their views and question the Town Council on issues on this agenda, or raise issues for future consideration at the discretion of the Mayor, before the start of the Town Council meeting and no later than 30 minutes after the start. Members of the public may not take part in the Town Council meeting itself.*

## **District and County Councillors' Reports**

*To receive reports from District and County Councillors*

## **A G E N D A (Standing Orders Apply)**

### **1. Apologies**

*To receive and approve apologies for absence.*

### **2. Minutes of Council Meetings**

*To consider the approval of the minutes of the Full Council meeting held on 1<sup>st</sup> September 2020.*

### **3. Declarations of Interest**

*To receive any Declarations of Interest.*

*(Note: Members are reminded that, unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest as defined in the Council's Code of Conduct they may not participate in any discussion of or vote on the matter and must also leave the meeting for the duration of the matter)*

#### **4. Mayors Report**

*To receive a report from the Mayor.*

#### **5. Presidium**

*To receive a summary report from the Chairman of Presidium.*

*To confirm the Chairman has been satisfied their Committee members approve the minutes.*

*The Chairman to sign the Committee minutes from the preceding month.*

*The Chairman to answer any questions from Councillors on issues arising from the minutes.*

*There are the following propositions from Presidium:*

5.1 *"To approve the updated Terms of Reference for Presidium"*

5.2 *"To delegate authority to the Town Clerk to approve routine applications for memorials in the Cemetery. The Town Clerk to refer unusual or complicated applications to the Facilities Committee"*

5.3 *"To reduce the frequency of meetings for the Community Care Committee and the Community Facilities Committee from monthly to bi-monthly in line with the recommendations of the Town Clerk in her report dated September 2020."*

#### **6. Community Care Committee**

*To receive a summary report from the Chairman of the Community Care Committee.*

*To confirm the Chairman has been satisfied their Committee members approve the minutes.*

*The Chairman to sign the Committee minutes from the preceding month.*

*The Chairman to answer questions on issues arising from the minutes.*

*There is a proposition from the Community Care Committee as follows:*

*"To approve the updated Terms of Reference for the Community Care Committee".*

#### **7. Community Facilities Committee**

*To receive a summary report from the Chairman of the Community Facilities Committee.*

*To confirm the Chairman has been satisfied their Committee members approve the minutes.*

*The Chairman to sign the Committee minutes from the preceding month.*

*The Chairman to answer questions on issues arising from the minutes.*

*There is a proposition from the Community Facilities Committee as follows:*

*"To approve the updated Terms of Reference for the Community Facilities Committee."*

#### **8. Planning Committee**

*To receive a summary report from the Chairman of the Planning Committee.*

*To confirm the Chairman has been satisfied their Committee members approve the minutes.*

*The Chairman to sign the Committee minutes from the preceding month.*

*The Chairman to answer questions on issues arising from the minutes.*

*There is a proposition from the Planning Committee as follows:*

*"To approve the updated Terms of Reference for the Planning Committee."*

#### **9. Payment of Accounts**

*To receive a report for approval by Council on Payment of Accounts for September 2020.*

#### **10. Correspondence (e-mail correspondence taken as read)**

#### **11. Dates of future meetings**

*Planning Committee Monday 19<sup>th</sup> October at 7pm*

*Community Care Committee Tuesday 20<sup>th</sup> October at 7pm*

*Community Facilities Committee – no meeting in October*

*Presidium Tuesday 27<sup>th</sup> October at 7pm*

*Full Council Tuesday 3<sup>rd</sup> November 2020 at 7pm*

*All meetings to be held remotely using Zoom software.*

#### **12. Greig Hall**

*To receive a report from Cllr Andrew Foster on the Greig Hall*

#### **13. Abbey Fields**

*To receive a report from the Town Clerk on the Abbey Fields site.*

*Vanessa C Lowe*

**Vanessa Lowe**

**Clerk to Alcester Town Council**

*Exclusion of the public from meetings for confidential items of business*

*To exclude the public (including the press) from a meeting of the Council, it is necessary for the following proposition to be moved and adopted "that, in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for item number(s), which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) as indicated"*