



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING  
HELD BY VIDEO CONFERENCE  
ON TUESDAY 6<sup>th</sup> OCTOBER 2020**

**Present**

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

**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 M Cargill (County Councillor and Ward Member for Alcester and Rural) gave an update on the proposed local government reorganisation but confirmed that the White Paper had been delayed. The District and Borough consultation process is proceeding.

Plans are being drawn up for a joint South Warwickshire Core Strategy which would share the costs of production between Stratford DC and Warwick DC.

Cllr Cargill confirmed that gulley clearance had been carried out in Alcester in the previous week.

Cllr Forbes raised concerns regarding the large groups of Alcester Grammar School students that were being reported to her who were congregating around the supermarkets. Similar concerns were expressed by Cllr Foster and others. Cllr Cargill said he had raised this at WCC but would call the head of AGS to ask them to remind students to adhere to the rules on social distancing.

Cllr S Juned (Ward Member for Alcester Town) had circulated a written report to Councillors in advance of the meeting. She highlighted the current national consultation on reform to the planning system. She also reported that the SDC Site Allocation Plan had been endorsed for public consultation. Cllr Juned gave a report on various casework in the past month and said that she had requested that WCC look at the standard of the pavement next to Gunnings Bridge. She thanked those who had helped with the autumn litter clear up.

**1. Apologies**

No apologies were received from Cllr K Greenaway.

**2. Minutes of Council Meetings**

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on 1<sup>st</sup> September 2020. They were proposed to be accepted by Cllr Soares, seconded by Cllr K Cargill and approved by Council; as this was a remote meeting, 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. Mayors Report**

The Mayor reported that it had been a quiet month with no official engagements. She also reported that the project to relocate the Alcester "Rock Line" was currently on hold.



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**5. Presidium**

The Mayor confirmed that she was satisfied Committee members approved the minutes from the preceding month, which were then signed by the Town Clerk on her behalf. There were no questions about the minutes.

There were the following propositions from Presidium:

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

This was proposed by Cllr Neal-Sturgess, seconded by Cllr K Cargill and carried by Council.

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"

This was proposed by Cllr T Forman, seconded by Cllr Wilson and carried by Council.

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."

This was proposed by Cllr Randle, seconded by Cllr Pusey and carried by Council.

The Town Clerk made a request to Councillors to ensure that they replied to emails from officers when requested.

**6. Community Care Committee**

Cllr K Cargill confirmed that she was satisfied that the Committee members approved the minutes from the preceding month. As this was a remote meeting, the minutes were signed by the Town Clerk on behalf of Cllr Cargill. Cllr Cargill gave an update on issues discussed at the Committee meeting including the holiday lunch club and the reopening of the Repair Café. She was pleased to report that a new project called "Cook and Eat Your Tea" had featured on the BBC 6 o'clock news.

There was a proposition from the Committee:

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

This was proposed by Cllr Bowe, seconded by Cllr Soares and carried by Council.

It was agreed that Cllr Blake was appointed as Chair of the Business and Tourism Working Group.

**7. Community Facilities Committee**

Cllr T Forman confirmed that he was satisfied Committee members approved the minutes from the preceding month. These were then signed by the Town Clerk on behalf of Cllr Forman. Cllr T Forman thanked the Town Clerk for her work in keeping Town Council facilities operational during lockdown. He gave a summary report on issues discussed at the Committee

There was a proposition from the Committee:

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



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This was proposed by Cllr Bowe, seconded by Cllr K Cargill and carried by Council.

**8. Planning Committee**

Cllr Neal-Sturgess confirmed that he was satisfied Committee members approved the minutes which were then signed by the Town Clerk on his behalf. Cllr Neal-Sturgess gave a summary of the applications considered by the Committee. There was a proposition from the Committee:

8.1 "To approve the updated Terms of Reference for the Planning Committee"  
This was proposed by Cllr M Cargill, seconded by Cllr T Forman and carried by Council.

**9. 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 Soares and carried by Council.

**10. Correspondence**

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

**11. Dates of future meetings**

Planning Committee Monday 19<sup>th</sup> October at 7pm  
Community Care Committee 20<sup>th</sup> October at 7pm  
Community Facilities Committee – no meeting this month  
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.

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.

**12. Greig Hall** (This item was taken after item 9)

Cllr Foster gave a review of the work undertaken by the Greig Working Group over the past 2 years which had culminated in the Revenue Feasibility Study which had been approved by Full Council in February 2019. The Town Clerk reported that draft Heads of Terms had now been agreed with Stratford District Council for a 125-year lease of the Greig Hall. The draft Heads of Terms were discussed and approved subject to an amendment regarding the break clause. The Mayor asked that authority was delegated to the Town Clerk to progress the lease taking instructions from Presidium as required. This was proposed by Cllr Bowe, seconded by Cllr M Cargill and carried by Council.

**13. Abbey Fields**

The Mayor proposed 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. This was seconded by Cllr K Cargill and carried by Council. The meeting was closed to the public and continued in confidential session.

The Mayor closed the meeting.