



**A MEETING OF ALCESTER TOWN COUNCIL PRESIDIUM WAS HELD  
ON TUESDAY 23<sup>rd</sup> FEBRUARY 2021 AT 7.00pm  
BY VIDEO CONFERENCE**

**Present**

Cllr G Forman (Mayor), Cllr K Cargill (Deputy Mayor and Community Care Committee Chairman), C Neal-Sturgess (Planning Committee Chairman), Cllr T Forman (Community Facilities Committee Chairman) and Cllr A Foster (Immediate Past Mayor).

**In attendance** Mrs V Lowe, Town Clerk

**PUBLIC PARTICIPATION**

There was no public participation.

**1. Apologies**

There were no apologies – all Councillors present.

**2. Declarations of Interest**

There were no declarations of interest on agenda items.

**3. Minutes of Previous Meetings**

The minutes of the previous meeting had been signed at Full Council.

**4. Matters arising (not otherwise dealt with on the Agenda)**

None.

**5. Staffing Issues**

- a. The Town Clerk was pleased to report that Becky Gribben had started in post as the new Youth Club Leader on 8<sup>th</sup> February.
- b. The Town Council has been approved to take on a Kickstarter – this is the government scheme for 16-25 year olds providing work experience for 6 months. The employment costs are met by the government. An advert would be placed for an office administration/social media position.
- c. The Town Clerk reported that recent training for staff had been done online, most recently the annual fire awareness training. This was proving to be an economical and convenient option.
- d. The Town Clerk is attending the SLCC virtual Practitioners Conference this week.

**6. Finance Issues**

- a. The monthly management accounts were discussed and the Town Clerk answered some questions on the latest figures. The accounts were approved.
- b. The Town Clerk confirmed that the Town Council had received further government grants via SDC to cover losses from the closure of the EPCC.
- c. The Town Clerk confirmed that Covid-19 grants would be sufficient to cover the proposed cost of the Totally Locally website.
- d. The Town Clerk confirmed that a cheque for £2500 had been received from the Alcester Chamber of Commerce which was the proceeds of their crowd funding efforts for the community resilience effort.
- e. The list of current direct debits was approved.
- f. The list of signatories on the bank mandate was confirmed. It was agreed that no additional signatories were needed at the current time.
- g. It was agreed that the Town Clerk would look at alternative investment options for the next Presidium meeting.

**7. Risk Assessment**

Councillors considered the draft Annual Risk Assessment which had been drafted by the Town Clerk and circulated in advance. This was approved as drawn and it was agreed that there would be a proposition to Full Council to approve it.

**8. Greig Hall**

The Town Clerk reported that the lease had now been executed by both ATC and SDC in preparation for completion. The only outstanding matter was the Energy Performance Certificate which was awaited.

Cllr Andrew Foster confirmed that clarification was being sought regarding what funds would be available from the Friends of the Greig Hall once the lease was completed. He also reminded

Councillors that the business plan finances needed to be reworked to reflect the current circumstances.

### **9. Planning Committee**

Cllr Neal-Sturgess gave an update on applications considered by the Committee during the month. There were no propositions to Full Council.

### **10. Community Care Committee**

Cllr K Cargill gave an update on the main issues discussed by the Committee. The main item for discussion had been the Totally Locally website for Alcester which had been proposed by the Business and Tourism Working Group. There was a proposition to Full Council to authorise funding of this project.

### **11. Community Facilities Committee**

There had been no Community Care Committee meeting in February but Cllr T Forman updated Councillors on current pending issues.

### **12. Propositions to Full Council**

There are propositions to Full Council as detailed in 7 and 10.

The meeting was then closed by the Mayor.