



**A MEETING OF ALCESTER TOWN COUNCIL PRESIDIUM WAS HELD
ON TUESDAY 27th APRIL 2021 AT 6.00pm
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)

The Town Clerk reported that she had received the application forms for the new CCLA account which will be dealt with in May after the new Mayor is appointed.

5. Staffing Issues

- a. The Town Clerk reported that the new remote working arrangements for Sarah Duran were working well.
- b. Matthew Malin has been recruited to fill the Kickstarter position. He is employed for 25 hours a week and will be working for the Town Council for 6 months under the scheme.

6. Finance Issues

- a. The monthly management accounts were discussed and approved. It was noted that the figures would change after accruals, pre-payments etc were taken into account.
- b. The Town Clerk reported on the current Ear Marked Reserves as at 31st March 2021. It was agreed that the current balance on the Community Resilience Ear Marked Reserve would be kept for the time being until it was clear that it was not required for further Covid support.
- c. The Town Clerk confirmed that the internal auditor had been booked for 13th May with the Rialtas software close-down due on 24th May. The AGAR should be available for consideration at Presidium on 25th May with the document being submitted for approval to Full Council on 1st June.
- d. The Town Clerk confirmed that a donation of £25,000 had been received from Church Street Property Trust which would be placed in an Ear Marked Reserve in the accounts for the Greig Hall.
- e. The Town Clerk reported that emergency tree work had been undertaken in the Cemetery involving the removal of a tree in what was a very challenging situation for the tree surgeons. It was noted that the tree survey had not identified any issues with trees in the Cemetery but it was agreed that pollarding of other trees of a similar age would be investigated.
- f. The Town Clerk reported that SDC had incorrectly paid some Covid grants to the Town Council which had now been repaid.

7. Reserves Policy

The Town Clerk explained that it was now recommended practice to have a Reserves Policy. The draft policy prepared by the Town Clerk and circulated in advance was approved as drawn. There will be a proposition to Full Council to adopt it.

8. Insurance

The Town Clerk had circulated the quotation from Zurich Insurance PLC in advance of the meeting. Other quotes had not yet been received so it was agreed that a decision would be deferred until the May Presidium meeting.

9. Greig Hall

The Town Clerk was delighted to confirm that the lease of the Greig Hall was completed on 13th April 2021. Responsibility for the project remains with the Greig Working Group which reports directly to Full Council.

10. Planning Committee

Cllr Neal Sturgess had reported at the Full Council meeting on the previous evening. There were no propositions to Full Council.

11. Community Care Committee

The Community Care meeting followed Presidium and no report was therefore available.

Cllr Foster raised concerns regarding an individual who had been invited to the latest Business and Tourism Working Group. The Town Clerk confirmed that she was not aware of the invitation prior to the meeting. It was agreed that the terms of reference for all working groups would be reviewed early in the new mayoral year and Chairs would be asked to list all items of business on the agenda rather than relying on Any Other Business. It was also agreed that members of the public who joined Town Council working groups would in future be asked to complete a declaration of interest form similar to that used for members of the NDP Steering Group.

12. Community Facilities Committee

There was not a Community Facilities meeting in April and therefore no report.

13. Propositions to Full Council

There is a proposition to Full Council as detailed in 7.

The meeting was then closed by the Mayor.