



**A MEETING OF ALCESTER TOWN COUNCIL PRESIDIUM WAS HELD
ON TUESDAY 25th MAY 2021 AT 7.00pm
BY VIDEO CONFERENCE**

Present

Cllr K Cargill (Mayor), Cllr T Forman (Deputy Mayor and Community Facilities Committee Chairman), Cllr V Blake (Community Care Committee Chairman), Cllr M Bowe (Planning Committee Chairman), and Cllr G Forman (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 the new CCLA account was still outstanding.

5. Staffing Issues

- a. The Town Clerk reported that the “wrap-around” support payment for the Kickstarter position had been received.
- b. She reported that the Valuation Office were undertaking a reassessment of the rateable value of the Cemetery.

6. Finance Issues

- a. The year-end monthly management accounts which had been circulated in advance were discussed and approved. The Town Clerk confirmed that the Rialtas accounting software close down had taken place on 24th May and all adjustments had been made in accordance with accounting requirements.
- b. The Statement of Internal Control drafted by the Town Clerk and circulated in advance was approved.
- c. The Town Clerk confirmed that the Internal Audit had been completed on 13th May with no issues raised. The report had been circulated to Councillors in advance of the meeting and would be sent to Full Council.
- d. The draft Annual Governance and Accountability Return 2020/21 was approved. This needs to be approved by Full Council and will be separate agenda items for the meeting on 1st June.
- e. The Town Clerk reported that following a full site survey, the playground quote (which had been approved at Full Council on 4th May) had increased. This was due to replacement surfacing being required for one piece of play equipment at Collins Way and the removal of the foundations of the old piece of play equipment at Moorfields. The Community Facilities Committee had been informed of the increase in price. Councillors agreed that the increase was reasonable and that the proposition from the Facilities Committee would be taken to Full Council.

7. Meeting arrangements

The Town Clerk had circulated a briefing paper in advance of the meeting explaining the rationale for the current meeting arrangements. This was discussed and approved. The Town Clerk will share with all Councillors for information.

8. Greig Hall

Cllr Mike Bowe explained that the Greig Working Group had now produced a list of expenditure which would be required in the First Phase of the work to the Greig Hall. This list had been circulated to all Councillors in advance of the meeting. All this work was deemed to be a priority and it would be necessary to proceed promptly with each item, once three quotes had been received in accordance with the financial regulations. It was agreed to put a proposition to Full Council to delegate authority for authorising expenditure for all of these items to the Town Clerk up to a

maximum of £90,000 plus VAT. It was noted that funds were being held which had been donated by the Friends of the Greig Hall and Church Street Properties which would cover this expenditure.

9. Scheme of Delegation

The Town Clerk had circulated an updated Scheme of Delegation in advance of the meeting. The amendments which dealt with the Greig Hall and the current meeting arrangements were approved as drawn. It was agreed that there would be proposition to Full Council to adopt the updated Scheme of Delegation.

10. Planning Committee

Cllr Bowe gave an update on the recent committee meeting. He confirmed that he had been elected as the Chair, with Cllr M Cargill elected as Vice Chair. He gave a summary of the recent applications discussed and the update which had been received from Bloor Homes. He said that the Committee had thanked Wendy Mills for her efforts as Chair of the Neighbourhood Development Plan Steering Group.

There was a proposition from the Planning Committee to approve the updated Terms of Reference.

11. Community Care Committee

Cllr Blake gave an update on the recent committee meeting and confirmed that he had been elected as the Chair. He also gave an update on the work of the Business and Tourism Working Group.

There was a proposition from the Community Care Committee to approve the updated Terms of Reference.

12. Community Facilities Committee

Cllr T Forman gave an update on the recent committee meeting and confirmed that he had been re-elected as the Chair. Cllr Forman confirmed that he was having difficulties in obtaining comparable quotes for the agreed footpath work but would continue to try. The Town Clerk reported that she had just received confirmation from the Ministry of Justice that the Town Council would not be able to proceed with the proposal to exhume remains from part of the old Cemetery. A meeting of the Cemetery Working Group would be arranged to discuss further options.

There was a proposition from the Community Facilities Committee to approve the updated Terms of Reference.

13. Propositions to Full Council

There are propositions to Full Council as detailed in 6e, 8, 9, 10, 11 and 12. The AGAR will be dealt with by separate agenda items.

The meeting was then closed by the Mayor.