



**A MEETING OF ALCESTER TOWN COUNCIL PRESIDIUM WAS HELD
ON TUESDAY 27th JULY 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)

None.

5. Staffing Issues

The Town Clerk reported that Jenny Theobald had handed in her notice as she was retiring on 30th September 2021. Jenny has worked for the Town Council since October 2009 and Councillors asked the Town Clerk to pass on their thanks to Jenny for her long service. The Town Clerk is currently looking at options regarding reallocating Jenny's workload.

6. Finance Issues

- a. The monthly management accounts which had been circulated in advance were discussed and approved. These are for the first quarter of the financial year and will be presented to Full Council.
- b. The Town Clerk reported that a new contract with BT had been agreed for the supply of phone lines and broadband to Globe House and the EPCC. The new contract represented a considerable saving on the old contract.
- c. The quarterly VAT return has been submitted.
- d. The Town Clerk reported that the new Public Sector Deposit Fund account had been opened with the CCLA and an initial deposit of £100,000 had been made.
- e. The Town Clerk reported that she had written to David Buckland, the Chief Executive of SDC, raising concerns about the lack of consultation with parishes regarding the government's Welcome Back Fund which was supposed to support local high streets.
- f. Councillors agreed that they would not renew membership of the Rural Market Towns Group.

7. Meeting arrangements

It was agreed that, with the exception of the Planning Committee, all Town Council meetings would be held at Globe House and would be in person with effect from 1st September 2021. The Community Care committee meeting on 17th August will also be in person at Globe House to enable the community grants to be approved.

It was agreed that the Chair of the Planning Committee and the Town Clerk would agree special arrangements for that Committee to take into account the remote working arrangements of the Planning Committee Clerk.

It was agreed that there should be a review of the committee structure and meeting schedule. The Town Clerk will prepare some options and arrange for an informal discussion session on them with Presidium members.

8. Eric Payne Community Centre

The Town Clerk had circulated details of the EPCC hire charges as compared to other comparable halls in advance of the meeting. After a discussion, it was agreed that hire charges would remain the same. The Town Clerk confirmed that she had contacted HMRC to investigate whether sufficient time had elapsed to be able to revoke the option to tax which required VAT to be charged on hire fees. It was also agreed that the requirement to pay a damage deposit would be removed. The Town Clerk will arrange for the EPCC terms and conditions to be updated accordingly.

9. Communications Strategy

The quotation prepared by Breakthrough Communications was discussed but it was agreed not to proceed with their proposal.

10. Greig Hall

There were no items of expenditure to approve.

11. Planning Committee

Cllr Bowe gave an update on the recent committee meetings and an update on applications considered. There were no propositions from the Committee.

12. Community Care Committee

There had not been a Community Care Committee in July.

13. Community Facilities Committee

Cllr T Forman gave an update on the recent committee meeting. There were no propositions from the Committee.

12. Propositions to Full Council

There are no propositions to Full Council.

The meeting was then closed by the Mayor.