



**A MEETING OF ALCESTER TOWN COUNCIL PRESIDIUUM WAS HELD
ON TUESDAY 28th SEPTEMBER 2021 AT 7.00pm
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

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

- a. The Town Clerk reported that a Staffing Committee meeting had been held on 9th September which had approved the latest staff appraisals.
- b. The national pay settlement for local government staff has not yet been agreed.
- c. The Town Clerk reported that following agreement by the Staffing Committee, she would be recruiting an Office Administrator to work full time in the office.
- d. There is a vacancy for a cleaner for the EPCC from January 2022. Advertising of this position will follow in November.

6. Finance Issues

- a. The monthly management accounts and bank reconciliation statements which had been circulated in advance were discussed and approved.
- b. The Town Clerk reported that the second half of the precept had been received from SDC.
- c. It was reported that the Town Council had been successful in its grant application for £50,000 from the allocation of CIL from the SDC Infrastructure Funding Statement for the Greig Hall. The application to Severn Trent for a heating system for the Hall had unfortunately been unsuccessful.
- d. The Town Clerk reported that the rent due from Alcester Town FC had been received.
- e. The Community grants have been paid. It had come to light that an application from ABLE had been submitted but not received. The Town Clerk will report to Cllr Blake on the amount of funds remaining in this budget heading.
- f. The Town Clerk reported that a large water bill of £2000 had been received for the EPCC due to estimated meter readings being used by ST for the past two years. The meter has now been read by ST and future bills should be accurate.

7. Health and Safety Policy

The updated Health and Safety policy, which had been circulated in advance of the meeting, was approved. There will be a proposition to Full Council to adopt it.

The Town Clerk thanked Cllr Bowe for his assistance in updating the policy.

It was agreed that health and safety issues could be managed in house rather than be employing an external consultancy.

8. Volunteer Policy

The draft Volunteer Policy, which had been circulated in advance of the meeting, was approved as drawn. There will be a proposition to Full Council to adopt it.

9. ATC Committee structure

It was agreed that there would be a workshop for councillors at 6 pm on Tuesday 2nd November (before Full Council) to share options for restructuring the Council. The Mayor and Town Clerk will work up a briefing paper in advance of the session.

10. Oversley Ward councillor vacancy

The Town Clerk confirmed that she had received three nominations for this vacancy. All three will be invited to present to Full Council on 5th October.

11. Greig Hall

There were no items of expenditure to approve.

12. Planning Committee

Cllr Bowe gave an update on the recent committee meeting. There were no propositions from the Committee. It was noted that the application at Mill House, Birmingham Road would be going to SDC Planning Committee on the following evening and Cllr Neal-Sturgess would be representing ATC. The application for the canopy at the Rugby Club had been approved by the SDC Planning Committee despite opposition from ATC and the Ward Member.

13. Community Care Committee

There had not been a Community Care meeting in September.

14. Community Facilities Committee

The Facilities Committee meeting in September had been cancelled. The Town Clerk confirmed that she had met with Bloor Homes to finalise the details for the information boards for Abbey Fields and that the tree inspection at the Cemetery had been completed.

12. Propositions to Full Council

There are propositions to Full Council as detailed in 7. and 8.

The Mayor has received correspondence from Mr Wyer regarding the lack of disabled access on the High Street which would be discussed under correspondence.

There will be agenda items for the co-option of the new councillor and regarding the consultation on the proposed merger between Stratford on Avon DC and Warwick DC.

The meeting was then closed by the Mayor.