



**A MEETING OF ALCESTER TOWN COUNCIL PRESIDIUM WAS HELD
ON TUESDAY 26th OCTOBER 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 Rose Horgan had left as the cleaner of the EPCC.
- b. The Town Clerk also reported that Matthew Malin's 6-month work experience placement had been completed.
- c. The advertisement for an Office Administrator had closed and interviews would be arranged shortly.
- d. The Town Clerk and the Deputy Town Clerk have organised a couple of staff workshops to improve health and safety awareness.
- e. The national pay settlement for local government staff has not yet been agreed.

6. Finance Issues

- a. The monthly management accounts and bank reconciliation statements which had been circulated in advance were discussed and approved.
- b. Councillors raised a few specific queries about expenditure items which the Town Clerk will check and respond to by email.
- c. The Town Clerk reported that the grant from WCC to cover the salary of the Youth Club leader for 12 months had been received.

7. Standing Orders

The existing Standing Orders were reviewed. It was noted that they were in accordance with the WALC recommended version and it was agreed that no amendments were required. They will be reviewed again in October 2022.

The Mayor's Protocol had been updated by the Town Clerk and the new version was approved by Councillors. There will be a proposition to Full Council to adopt it.

8. Discipline and Grievance Policies

The existing policies were reviewed. It was agreed that no amendments were required. The policies will be reviewed again in October 2022.

9. Greig Hall

The Town Clerk had circulated the legal agreement between SDC and ATC to secure the £50,000 CIL funding which she had settled with the SDC legal department. This was approved and there will be a proposition to Full Council to authorise the Mayor to sign it.

10. Planning Committee

Cllr Bowe gave an update on the recent committee meeting. There is a proposition from the Committee to Full Council to agree the response from ATC to the Local Government Boundary Commission consultation on ward boundaries.

11. Community Care Committee

Cllr Blake gave an update on the recent committee meeting. There were no propositions. The additional community grant to ABLE would be noted on the agenda.

12. Community Facilities Committee

There had been no meeting in October.

12. Propositions to Full Council

There are propositions to Full Council as detailed in 7, 9 and 10.
Cllr Wendy Mills to be appointed to the Planning Committee.

The meeting was then closed by the Mayor.