



**A MEETING OF ALCESTER TOWN COUNCIL PRESIDIUM WAS HELD
ON TUESDAY 25th JANUARY 2022 AT 7.00pm
BY VIDEO CONFERENCE**

Present

Cllr K Cargill (Mayor), Cllr G Forman (Community Facilities Committee Chair and Immediate Past Mayor), Cllr V Blake (Community Care Committee Chair), and Cllr M Bowe (Planning Committee Chair).

In attendance Mrs V Lowe, Town Clerk

PUBLIC PARTICIPATION

None

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 she had attended a useful training course earlier in the day on protecting public rights of way.
- b. The Town Clerk will be attending the SLCC Online Practitioners Conference between 15-18 February 2022.

6. Finance Issues

- a. The monthly management accounts which had been circulated in advance were approved. The Town Clerk will be presenting these to Full Council this month.
- b. The Town Clerk reported that the precept request had been submitted and receipt had been acknowledged by SDC.
- c. The Town Clerk reported that the Crafty Lunch Club had been very grateful for the confirmation that they could continue to operate using funds from the community resilience earmarked reserve. The application for a grant from the WCC Social Impact Fund (which would secure the club's future for the next year) had been submitted.
- d. The Town Clerk had reported at the Community Facilities Committee that there was an underground water leak at the Eric Payne Community Centre. The location of the leak had now been established and contractors were awaited to undertake the excavation and repair of the pipe. The Town Clerk had established that loss of metered water was covered by the Council's insurance policy, and she had notified the insurers of the issue.
- e. The new photocopier has been installed in the office.
- f. The Town Clerk reported that £50,000 CIL funds had been received from Stratford-on-Avon District Council – these funds had been allocated to the Greig Hall by SDC as part of their Infrastructure Funding Statement.
- g. The Town Clerk also reported that the application to Warwickshire Association of Local Councils (WALC) for a 20% contribution towards the electrical work at the Greig Hall had been successful and a grant of £8000 had been received.
- h. A grant of £5000 from Church Street Property Trust towards security work at the Greig Hall had been received.
- i. The Town Clerk recommended that Presidium consider production of an Asset Management Policy to ensure that the use of land owned by the Town Council and how it would be dealt with was clearly defined. The Town Clerk will work on a draft for the next meeting.
- j. The Town Clerk had circulated a draft of a Financial Contribution Agreement between Stratford on Avon District Council and Alcester Town Council to secure the s106 public open

space funds from the Allimore Lane development. This document was approved as drawn. There will be a proposition to Full Council to authorise the Mayor to sign it on behalf of ATC.

7. PWLB loan

Councillors considered the report prepared by the Town Clerk which had been circulated on the day of the meeting following the closure of the consultation.

Councillors discussed the comments received and it was noted that the significance of the business plan for the Greig Hall should be highlighted to the Greig Hall CIO trustees. It was also noted that the suggestions of sponsorship and crowdfunding should be referred on to the CIO.

The report was discussed, and it was noted that 93% of those who responded were in favour of the Town Council taking out a loan with the Public Works Loan Board.

There was a vote and councillors voted unanimously to authorise the Town Clerk to apply to the Secretary of State for the loan in accordance with the resolution of the Town Council made at its meeting on 4th January 2022.

8. Financial Regulations

Councillors undertook the annual review of the Financial Regulations. It was noted that the Regulations were in accordance with the current WALC recommended version. It was agreed that some very minor amendments were required to deal with tenders. There will be a proposition to Full Council to adopt the revised version.

It was noted that the Town Clerk will update the Scheme of Delegation for discussion at the next Presidium meeting. It was suggested that day to day management of the Greig Hall would need to be delegated to the Town Clerk within that document.

9. Safeguarding Policy

The existing policy was reviewed. It was agreed that a minor amendment was required to deal with DBS checks. There will be a proposition to Full Council to adopt the revised version. The policy will be reviewed again in February 2024.

10. Equality and Diversity Policy

The existing policy was reviewed, and it was agreed that no amendments were required. The policy will be reviewed again in February 2024.

11. Complaints Procedure

The existing procedure was reviewed, and it was agreed that no amendments were required. The procedure will be reviewed again in February 2024.

12. Planning Committee

Cllr Bowe gave an update on the recent committee meeting including the news that the Aldi planning application had been withdrawn. The Committee had responded to the recent consultation on bus services. There were no propositions from the Committee.

13. Community Care Committee

There had not been a meeting in January, but Cllr Blake gave an update on Window Wanderland and Totally Locally.

14. Community Facilities Committee

Cllr Forman, who had been elected as the Chair of Facilities gave an update on the recent committee meeting. There were no propositions from the Committee.

12. Propositions to Full Council

There are propositions to Full Council as detailed in 6j, 8 and 9.

The meeting was then closed by the Mayor.