



ALCESTER TOWN COUNCIL

ANNUAL REPORT 2021-22



Welcome to Alcester Town Council's 2021-22 Annual Report

This is the report of the Town Council and covers the activities and services it has delivered from May 2021 to April 2022.

The Council consists of sixteen councillors, all elected every four years. This year has seen four resignations and subsequently four appointments. Two members are also District Councillors for Stratford on Avon. The Mayor is a councillor elected annually by the members of the Council and acts as Chair of the Town Council.

The parish is divided into three wards, Alcester West, Alcester Oversley and Oversley Green (see back page for representation).

The Town Council is responsible for the following:

- Responding to planning applications
- Publication/review of the Alcester Neighbourhood Development Plan
- Maintenance of 4 play areas
- Maintenance of 3 recreational open spaces
- Cemetery on Birmingham Road
- Eric Payne Community Centre- management/hire
- Management of over 130 allotments at 4 sites
- The Greig Hall and the associated renovation project
- Health & Wellbeing projects and activities
- Issuing grants to local organisations
- Mayor's office, engagements, civic events including Remembrance Sunday
- Publication of Annual report and quarterly newsletters
- Website maintenance and social media
- Council and committee meetings throughout the year
- All statutory duties of a Town Council

Copies of this report are available to download at www.alcester-tc.gov.uk

Alcester Town Council

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PRESIDIUM

Presidium of Alcester Town Council (ATC) is the executive committee comprising the Mayor, Deputy Mayor, Immediate Past Mayor and the three Chairs of the Planning, Community Facilities and Community Care Committees.

Councillor membership:

- Cllr Kathryn Cargill, Mayor
- Cllr Gill Forman, Immediate Past Mayor and Chair of Community Facilities from January 2022
- Cllr Mike Bowe, Chair of Planning Committee
- Cllr Vaughan Blake, Chair of Community Care Committee
- Cllr Tim Forman (April 2021-December 2021), Deputy Mayor and Chair of Community Facilities from April 2021 to November 2021

Committee Clerk: Vanessa Lowe



Meetings and purpose: Presidium meet on the last Tuesday of each month, a week before Full Council to receive reports, discuss issues arising from them and to confirm the Agenda for Full Council.

Presidium acts as a Finance Committee with the Town Clerk reporting and discussing financial details. A report is subsequently made to Full Council. The Town Council received an unqualified report from its external Auditors with no matters reported which required attention for the year ended April 2021.

The Mayor, the Deputy Mayor and Immediate Past Mayor act as a Staffing Committee reporting to Presidium and subsequently to Full Council.

Cllr Tim Forman resigned as a Town Councillor and Deputy Mayor in November 2021 in order to take up the position of Office Administrator on the Council's office staff. It was agreed to continue without a Deputy Mayor for the remainder of the year.

Presidium has led a review of the Council's Committee structure, which has seen all councillors join a workshop and discussions. It is anticipated that a revised structure will be adopted for the coming year.

The main propositions to Full Council during the year were:

- To adopt a new Annual Investment Strategy
- To adopt major updates to the Health and Safety Policy to cover the significant work taking place at the Greig Hall
- To authorise the Mayor to sign a Financial Contribution Agreement for the Section 106 Public Open Space funds from the Allimore Lane development
- To authorise the Town Clerk to apply to the Secretary of State for a loan from the Public Works Loan Board for works at the Greig Hall
- To adopt updates to the Financial Regulations to cover tenders, as this will be required for some aspects of the work at the Greig Hall
- To adopt the budget for 2022-23 with a precept of £306,536
- To adopt updates to the Safeguarding Policy to deal with DBS checks
- To adopt a Volunteer Policy
- To adopt updates to the Mayor's Protocol

Cllr Kathryn Cargill, Mayor

PLANNING

Councillor membership:

- Cllr Mike Bowe (Chair)
- Cllr Mark Cargill (Vice-Chair)
- Cllr Clive Neal-Sturgess
- Cllr Kathryn Cargill
- Cllr Vaughan Blake
- Cllr Gill Forman
- Cllr Tim Forman (Resigned November 2021)
- Cllr Wendy Mills (from November 2021)
- Cllr Kirsten Forbes (Resigned December 2021)
- Cllr Mat Hempell (Resigned January 2022)



Committee Clerk: Sarah Duran

Meetings: With Covid restrictions still in place for most of the year, only one of the 21 Planning Committee meetings over the last twelve months was held in person, the remainder were held using Zoom software. The committee received 93 applications during this time, of which, 74 were considered at the formal meetings and, to meet the deadline for submissions, the

committee responding to the other 19 via email.

Participation of the public at Planning meetings is encouraged - whether to outline a future planning application or to support or object to an application. The Planning Committee was pleased to welcome members of the public to 7 of our meetings representing an attendance of 33%.

Please note that in the parish of Alcester, Stratford-on-Avon District Council (SDC) is the planning authority and as such process all planning applications and make decisions on each application. Alcester Town Council is a **statutory consultee** in the planning consultation process. It does not make decisions.

Ongoing Housing Development

Bloor Homes development on what is known as the Allimore Lane Northern Site, has progressed at a pace with around 60 new homes completed at the time of writing, noticeable from the Birmingham Road end of the development. The total number of new homes to be built on the Northern Site is 160.

Having received planning approval for the parcel of land known as the Southern Site, Bloor Homes have commenced ground works to start the development of 190 new homes, and they anticipate the first plots will be ready for occupation in January 2023.

Significant Applications

A potential development of interest to many residents was the proposed Aldi store to be situated within Kings Coughton. After a great deal of discussion between Alcester Town Council, Stratford District Council and the developer, Aldi eventually decided to withdraw the planning application stating their hope that a more suitable location might be found going forward.

Ongoing Applications of Interest



Land North of Arden Forest Industrial Estate
Planning Application 21/03337/REM:

The Planning Committee consider that this development proposal for Arden Forest Developments Ltd and Calgalvin Ltd presents an exciting and high-quality development for Alcester. Calgalvin Ltd are a high-tech company looking to expand their research, development, production, and testing facility in thermal engineering offering potential for future additional employment opportunities. Of particular interest is that Calgalvin are the first Small and Medium-sized Enterprise (SME) to develop a partnership with the University of Birmingham. Alcester Town Council fully SUPPORT this planning application.

Alcester Neighbourhood Development Plan

The Alcester Neighbourhood Development Plan (ANDP), produced by a steering group consisting of volunteer residents and town councillors was adopted by Stratford District Council in July 2021. This is important "to ensure that any future development respects the character of the town so that Alcester continues to be an attractive place in which to live, work and visit". The ANDP establishes that planning applications must take the policies contained within the ANDP into account and that significant weight is given to the adopted policies when applications are being considered.

Cllr Mike Bowe, Chair

COMMUNITY FACILITIES

Councillor membership:

- Cllr Tim Forman (Chair until November 2021)
- Cllr Gill Forman (Chair from January 2022)
- Cllr Kathryn Cargill
- Cllr Andrew Foster
- Cllr Erick Wilson
- Cllr Keith Greenaway
- Cllr Laura Pusey
- Cllr Mike Bowe
- Cllr Steve Blackman (from March 2022)

Committee Clerk: Jan Rowlatt/Tim Forman

Meetings: The Facilities Committee moved to bimonthly using Zoom software during Covid restrictions and in person when allowed.

Responsibility: The Facilities Committee is responsible for the Eric Payne Community Centre, four allotment sites, the cemetery, the play areas, litter bins, seats and benches and other miscellaneous facilities in the town.

Main activities of the year:

- Arranged a survey of the town's play areas and obtained ROSPA reports for all equipment at each site
- Replaced old and worn play equipment at Collins Way Park
- What3words signage installed at all play areas
- Redirected and resurfaced a section of the footpath in Moorfields Park
- Continued with the maintenance programme for trees
- Replaced broken or damaged litter bins as required
- Approved the installation of numerous memorial benches

- Slow worm Licence granted for relocation from the Allimore Lane development to Abbey Fields. Financial contribution received from Bloor Homes for provision of information boards and hibernacula



- Allotments were inspected to ensure good standards maintained
- Allotment judging completed
- Eric Payne Community Centre:
 - Maintenance works completed to include recoating of all window and lighting guards (courtesy of Greenmech Ltd) and installation of replacement dishwasher in the Hertford Room kitchen
 - Covid Secure documentation suite drafted for reopening following lockdowns. New regular hirers
 - Routine maintenance checks on defibrillator
 - Energy Performance Certificate obtained
 - Resolution of mains water leak with Severn Trent
- Reviewed the Cemetery Rules and Regulations
- Oversee the upkeep of the Cemetery
- Supported the Cross-Parish Cycle Way scheme with regular attendance and input to meetings



Cllr Gill Forman, Chair

COMMUNITY CARE

Councillor membership:

- Cllr Vaughan Blake (Chair)
- Cllr Andrew Foster
- Cllr Clive Neal-Sturgess
- Cllr David Henderson
- Cllr Emma Randle
- Cllr Kathryn Cargill
- Cllr Keith Greenaway
- Cllr Alison Leask (from March 2022)
- Cllr Kathrin Foster (from March 2022)
- Cllr Kirsten Forbes (Resigned November 2021)
- Cllr Kathryn Soares (Resigned August 2021)

Committee Clerk: Jenny Theobald/ Jan Rowlatt

Meetings: The Community Care Committee moved to bimonthly using Zoom software during Covid restrictions and in person when allowed.

Responsibility: The Community Care committee is responsible for Older Peoples' Services, Young Peoples' Services, Community Resilience and Business and Tourism. It also oversees projects initiated under the ATC's Health and Wellbeing agenda.

Main activities of the year:

- Award of Community Grants to local organisations and charities
- Christmas Fayre held at the Greig Hall- seeing the Hall's welcome return to Alcester's social calendar
- Window Wanderland event held for the third successive year



The Greatest Showman theme- winning team Gerard Rd



Parkour at Jubilee Fields- summer 2021



Monthly Repair Café, The Depot

- Refurbishing the High Street benches and generally smartening up the High Street following Covid lockdowns
- A review of disabled access to High Street shops and businesses
- Speedwatch campaign re-started following concerns of speeding in the Town
- Youth Club reopened with a new youth leader employed by the Town Council, together with assistance from Lifespace to support young people and volunteers in mentoring and peer support
- Parkour fitness classes ran for 6 weeks for the over sixties entitled 'Get a Move on'
- 'Gone Fishing' project to provide fishing lesson to older residents

- Holiday lunch club providing a hot lunch during May half term holiday
- 'Cook and eat your tea', 'Teatime for Families' and 'Get Nifty in the kitchen' projects providing cooking lessons
- Computer group providing assistance to older residents with an average of 8 attendees per session
- Repair Café continues with over 70 repairs during October, November and January
- Crafty Lunch club started for adults with learning difficulties or disabilities to meet and engage in meaningful activities
- Community Christmas lunch was a great success with 30 attendees

Cllr Vaughan Blake, Chair

ALCESTER TOWN COUNCIL COUNCILLORS

Alcester West Ward	Alcester Oversley Ward (contd.)
 Mark Cargill	 Gill Forman
 Laura Pusey	 Kathrin Foster
 Emma Randle	 Andrew Foster
 Clive Neal-Sturgess	 Keith Greenaway
 Erick Wilson	 Steve Blackman
Alcester Oversley Ward	 Alison Leask
 Vaughan Blake	 David Henderson
 Mike Bowe	
Oversley Green Ward	
 Kathryn Cargill	



Cover photo courtesy of Mike Gittus, BEM, JP