



**A MEETING OF ALCESTER TOWN COUNCIL FINANCE AND
GENERAL PURPOSES COMMITTEE WAS HELD ON
TUESDAY 27th SEPTEMBER 2022 AT 7.00pm
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

Cllr K Cargill (Mayor), Cllr V Blake (Deputy Mayor), Cllr G Forman, Cllr M Bowe and Cllr C Neal-Sturgess

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

The Town Clerk reported that she had attended the SLCC Finance Summit on 7th September, the SLCC training course – “Leadership in Challenging Situations” on 20th September and the SLCC Midlands Regional Training Seminar on 21st September.

6. Finance Issues

- a. The monthly management accounts which had been circulated in advance were approved.
- b. The Town Clerk reported that the second half of the precept had been received from SDG.
- c. The Greig Hall has been added to the Town Council’s account held with Initial to cover hygiene services at the Greig Hall. This element of the account will be transferred to the CIO in due course.
- d. Following discussions with the cleaner at the EPCC, the Town Clerk sought permission to purchase a floor cleaner at a cost of £1099 plus VAT. This was approved.
- e. Significant expenditure in September included the following items for the Greig Hall (floor sanding/repairs £8706.00, fire alarm balance £4767.00, curtains £6740.82, windows £6991.77 and bar refrigeration £5160.00).
- f. An outstanding balance of £2122.03 has been paid to Water Plus in connection with water used in 2018-19. This underpayment had only recently been advised by Water Plus but on checking the records, staff had confirmed that it was payable. There is still no news on the claim for water leakage on this site.
- g. The Town Clerk advised that expenditure was anticipated on tree maintenance. The branch of a large tree on Centenary Field had failed and a quotation of £900 had been accepted to reduce the weight of the tree to ensure no recurrence. The second batch of tree work at the Cemetery was also due to be undertaken this autumn – three quotes have been received. Councillors agreed to accept the quotation from Roots to Shoots in the sum of £2650 plus VAT
- h. The Town Clerk has requested payment of the Green Shoots grant from WCC.

7. Standing Orders

Councillors agreed to the recommended WALC update to Standing Order 18. It was agreed that no further amendments were required. There will be a proposition to Full Council to adopt the updated Standing Orders.

8. Health and Safety Policy

It was agreed that there should be additional wording to cover young people. It was also agreed that the Town Clerk would revise the policy to ensure that it covered the actions of Town Councillors. An updated version of the policy will be prepared for consideration at the next Committee meeting.

9. Removal of wooden hut from Greig Hall site

The Town Clerk reported that an application had been made to SDC Planning Department for permission to remove the wooden hut. Quotes are being obtained for its removal. It was agreed to delegate authority to the Town Clerk to accept a suitable quotation up of £4000 plus VAT. This sum will need to be paid from general reserves.

10. Propositions to Full Council

There is a proposition to Full Council as referred to 7.

The meeting was then closed by the Mayor.