



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING  
HELD ON TUESDAY 1<sup>st</sup> NOVEMBER 2022  
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

**Present**

Councillors K Cargill (Mayor), V Blake (Deputy Mayor), M Cargill, D Henderson, E Wilson, C Neal-Sturgess, A Foster, K Foster, G Smithers, A Leask and K Greenaway.

**In attendance** Mrs V Lowe, Town Clerk, Cllr P Daniell (County Councillor) and Cllr S Juned (District Councillor).

**PUBLIC PARTICIPATION AT DISCRETION OF MAYOR**

There was no public participation.

**District and County Councillors' Reports**

Cllr P Daniell (County Councillor) advised Councillors that WCC had just launched a Green Business Grant scheme which could provide grants for up to £20,000 to cover up to 40% of the cost of energy efficiency improvements. The scheme includes a free audit. It was agreed that details would be included in the newsletter.

Cllr Daniell reported that over 500 Ukrainian families had been placed in Warwickshire but more homes were still needed.

Cllr Daniell gave an update on the proposed Alcester Alert scheme to link shops and pubs in the town for instant messaging. This scheme was now progressing and he will update in due course.

Cllr Daniell confirmed that a meeting had been arranged with WCC regarding the future of the old library. WCC had confirmed that it would not seek to dispose of the building prior to the meeting.

Cllr Daniell was sorry to report that there was no progress with the extension of the 30-mph limit on Birmingham Road. Finally, he reported that he had now had a price for resurfacing work at Hopkins Precinct and would be putting in a bid for funding for this.

Cllr A Foster asked a question about the loss of a risk assessed site for speedwatch on the Birmingham Road. It was agreed that this needed to be chased by Cllr Foster and Daniell. Cllr Foster also asked a question about the state of the tueries. He explained that there were problems regarding the poor surface but that they were also overgrown. Cllr Foster will forward details to Cllr Daniell. Cllr M Cargill reported that the extended no parking markings outside the EPCC access road on St Faith's Road had not yet been done. Cllr Daniell explained that there was a considerable backlog on agreed work.

Cllr S Juned (Ward Member for Alcester Town) confirmed that she would be attending the SDC Licensing Committee regarding the Tesco application. She would be seeking to ensure that if the variation is granted to allow longer hours for the sale of alcohol, then the situation should be monitored and kept under review.

Cllr Juned reported that at the last SDC Overview and Scrutiny Committee, there had been an opportunity to ask questions regarding planning matters, the



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provision of affordable housing and the South Warwickshire Local Plan. Orbit Housing Association has been invited to the next meeting. Cllr Juned is making arrangements to meet the new Orbit Property Manager for the area. Cllr Juned recently met with parents outside the primary schools at school drop off time. She is very concerned about the lack of safe space for drop off which is exacerbated by school staff parking on the road. She also reported an incident where an ambulance was unable to access a property due to parked cars. Finally, Cllr Juned reported that Alcester Youth Project is planning to involve all the local schools in planting more trees and is exploring a partnership with Warwickshire Wildlife Trust to provide an education programme.

Cllr M Cargill (Ward Member for Alcester and Rural) reported that he had been pleased to attend the Business and Tourism awards in Stratford but that it was a shame that there were no entries from Alcester. Cllr Cargill was happy to report that the new pedestrian ramp at Lloyds Bank had been completed. Cllr Cargill confirmed that the local government engagement exercise with the three secondary schools was going very well. The schools were going to the University of Warwick on 9<sup>th</sup> November and there would be a debate in the SDC Council Chamber on 12<sup>th</sup> December.

**1. Apologies**

Apologies were received and accepted from Cllrs W Mills, G Forman, E Randle and M Bowe.

**2. Minutes of Council Meetings**

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 4<sup>th</sup> October 2022. The minutes were proposed to be accepted by Cllr Greenaway, seconded by Cllr A Foster and approved by Council; they were then signed by the Mayor.

**3. Declarations of Interest**

There were no declarations of interest on the agenda items

**4. Mayor's Report**

The Mayor was delighted to report that Alcester Town Council had been named as Council of the Year in the NALC Star Council Awards 2022. She pointed out that this was a huge achievement particularly considering that there were 10,000 parish and town councils in England. The Mayor thanked the Town Clerk for her work in writing the nomination. She thanked Wendy Sherwood, the Health and Wellbeing Co-ordinator for running the health and wellbeing projects which led to the nomination. She thanked all the Councillors for their efforts in securing the public vote.

The Mayor showed Councillors the trophy and said that she was extremely proud.

The Mayor continued that it had been a very successful week in that on 11<sup>th</sup> October, the Well Connected Computer Club and the Repair Café had both won



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awards at the WCAVA Volunteer Awards. She thanked Wendy Sherwood and all the volunteers who run these projects.

The Mayor reported that during the month, she had been pleased to attend the High Sherriff's legal service, the Calgavin ground breaking ceremony for their new building and the Court Leet Parade and Church Service to welcome the new High Bailiff.

The Mayor reminded Councillors about the craft fayre at the Greig Hall on 12<sup>th</sup> November (in aid of the Friends of the Greig Hall) and Remembrance Sunday on 13<sup>th</sup> November.

The Deputy Mayor reported that he had attended the launch of the Alcester poppy appeal on behalf of the Mayor on 29<sup>th</sup> October.

**5. Town Clerk's Report**

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. There were no questions about the report.

Cllr Foster thanked the Town Clerk for her efforts in respect of the Star Council award explaining that reaching the final five of the competition was an admirable achievement on its own.

Cllr Foster advised the Town Clerk that some "rocks" had been removed from the Positivity Rock Line at the community orchard. He asked the Town Clerk to look into whether repairs were possible.

**6. Finance & General Purposes Committee**

The Mayor confirmed that she was satisfied that Committee members approved the minutes from the preceding month, which were then signed. There were no questions about the minutes.

The Town Clerk, as RFO, presented the management accounts for the second quarter of 2022-2023. There were no questions, and the accounts were approved.

There were the following propositions from the Committee:

**6.1** "To approve the amended Health and Safety Policy dated October 2022." This was proposed by Cllr Wilson, seconded by Cllr M Cargill and carried by Council.

**6.2** "To approve the amended CCTV Policy and associated documents dated October 2022."

This was proposed by Cllr Neal-Sturgess, seconded by the Deputy Mayor and carried by Council.

**7. Planning Committee**

In Cllr Bowe's absence, Cllr M Cargill, as Vice Chair of the Committee, confirmed that he was satisfied Committee members approved the minutes from the preceding month, which were then signed. There were no questions about the minutes.

Cllr Cargill explained that the Committee had received a presentation from Sarah Brooke-Taylor from WRCC who had explained the need for a new Housing Needs Survey. Cllr Cargill confirmed that WRCC undertook the survey and the only cost for ATC related to the delivery of the survey documentation.



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There was a proposition from the Committee as follows:

**7.1** "To commission a Housing Needs Survey (short form) from WRCC to commence in January 2023."

This was proposed by Cllr M Cargill, seconded by Cllr Neal-Sturgess and carried by Council.

**8. Lead Councillors**

**8.1** Community Engagement

In the absence of Cllr Randle, the Mayor explained that the Community Engagement Policy had been reviewed and no amendments were required. It was approved as drawn.

The Mayor proposed a small amendment to the updated Community Engagement Action Plan. It was proposed that this was approved by Cllr M Cargill, seconded by the Deputy Mayor and carried by Council.

Cllr A Foster asked the Town Clerk if she could investigate upgrading the website which was looking a little old fashioned. The Town Clerk agreed and proposed that she would get a quote for the upgrade from SDC which could potentially be included in the budget for next year. This was agreed.

**8.2** Greig Hall

Cllr M Cargill gave an update on the renovation work on the Hall. The major work is now complete but there are a number of smaller items to complete including decorating the wings, fencing along the public footpath, replacement of internal fire doors and the stage lighting and sound systems. Cllr Cargill reported that the new curtains had arrived.

**8.3** Community Resilience

A report from Cllr Neal-Sturgess had been circulated in advance of the meeting. Cllr Neal-Sturgess explained that all Councillors are flood wardens and should be added to the WhatsApp group. In response to a question from the Deputy Mayor, he confirmed that he planned to run a repeat training session for flood wardens at the EPCC.

**9. Review of Committee arrangements and Lead Councillor roles**

The Mayor thanked the Town Clerk for carrying out the six-month review of the new arrangements. She also thanked Councillors for responding to the questionnaire. The Town Clerk's report and recommendations had been circulated in advance of the meeting. There were a number of comments on the report particularly in relation to the operation of working groups. The Mayor proposed that the Town Clerk's recommendations were referred to the Finance and General Purposes Committee to work up suggested actions which could be then brought back to Full Council. This was seconded by Cllr Neal-Sturgess and carried by Council.

**10. Town Council Representatives**

Church Street Property Trust – Cllr M Cargill reported that the charity had met and had agreed a number of grants including a contribution towards the Coronation celebrations in Alcester. Cllr Cargill confirmed that the new High Bailiff was putting together a group to make plans for this event.



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Town Hall – In Cllr Forman’s absence, the Deputy Mayor reported that the Town Hall AGM had been held. The finances of the Town Hall were healthy and bookings were rising.

**11. Payment of Accounts**

The Town Clerk presented the Payment of Accounts for the preceding month. The accounts were proposed to be approved by Cllr Neal-Sturgess, seconded by Cllr M Cargill and carried by Council.

Cllr Foster sought the Town Clerk’s confirmation that the recent PAT testing included equipment used by staff whilst home working. The Town Clerk confirmed that all ATC laptops had been tested.

**12. Dates of future meetings**

Planning Committee - Monday 21<sup>st</sup> November 2022 at 7 pm by Zoom

Finance & General Purposes Committee - Tuesday 29<sup>th</sup> November 2022 at 7 pm.

Full Council - Tuesday 6<sup>th</sup> December 2022 at 7 pm.

Unless otherwise stated, all meetings at Globe House.

The Mayor closed the meeting.