



**A MEETING OF ALCESTER TOWN COUNCIL FINANCE AND
GENERAL PURPOSES COMMITTEE WAS HELD ON
TUESDAY 28th MARCH 2023 AT 7.00pm
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

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

In attendance Mrs V Lowe, Town Clerk

In the absence of the Mayor, the Deputy Mayor took the Chair.

PUBLIC PARTICIPATION

None

1. Apologies

Apologies were received and accepted from Cllr K Cargill (Mayor).

2. Declarations of Interest

Cllr Neal- Sturgess declared an interest in item 9 on the agenda as a close friend of the President of Alcester Town FC and would therefore take no part in the discussion on that item.

There were no other 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 the NALC conference entitled "Standards Matter" with the Mayor on 3rd March in London. ATC had been invited to attend as the NALC Council of the Year.
- b. The Town Clerk reported that she had attended an online HR seminar run by SLCC on 22nd March.
- c. As regards councillor training, Cllr M Bowe had attended the NALC webinar entitled – "Tackling the housing crisis the local way - Self and Custom Build Housing".
- d. The Deputy Mayor stressed the importance of councillors undertaking training, particularly when they were newly elected. It was agreed that this issue would be raised with all councillors after the election in May.

6. Finance Issues

- a. The monthly management accounts which had been circulated in advance were approved.
- b. The Town Clerk reported that she had exchanged letters with Mrs Sadie Griffiths to confirm her appointment as internal auditor. The internal audit will be undertaken on 2nd May.
- c. The Rialtas closedown of the accounts was booked for 4th May.
- d. The Town Clerk reported that papers for the external audit had now been received – the external auditors have changed and are now Moore UK.
- e. The Town Clerk reported that the Alcester branch of the Royal British Legion had approached her to purchase two new benches for Centenary Fields – one in memory of HM the late Queen and the second to mark the King's Coronation. A donation from Church Street Property Trust has already been received which will cover the cost of the coronation bench and further donations had been promised. It is hoped that the benches will be received in time to be unveiled on the coronation weekend.
- f. Cllr G Smithers is fundraising to purchase new play equipment for Bleachfield Street play area. A grant of £5000 has been received from Church Street Property Trust for this project.
- g. Significant expenditure in March included the following items – replacement fire doors at the Greig Hall (£11,950.00) and repair costs to the dividing doors at the EPCC (£1800.00). All costs stated net of VAT.

7. Greig Hall

Cllr Bowe reported on the final financial position on the Greig Hall renovation project. It was noted that there were a number of outstanding commitments for ATC including a retention on the contract price for the heating system. Invoices were also awaited from SDC in respect of shared utilities on the site. It is anticipated that taking these into account, there will be a small positive balance on the project. Cllr Forman thanked Cllr Bowe for his excellent financial management of the project.

8. Discipline and Grievance Policies

Councillors undertook the annual review of the Discipline and Grievance Policies. It was agreed that no amendments were required. A further review will be scheduled in 12 months.

9. Alcester Town Football Club

The Town Clerk reported that she had received a request from Alcester Town Football Club for an extension to the lease of their site at Stratford Road (to extend for a further 30 year term) in order that they might secure funding from the Football Foundation for their clubhouse redevelopment project.

Councillors were keen to support the football club with its plans but by way of due diligence, asked the Town Clerk to request copies of the Club's accounts for the past 3 years. She was also asked to contact the freeholder direct to discuss ATC's involvement.

10. Propositions to Full Council

There are no propositions to Full Council.

The meeting was then closed by the Deputy Mayor.