



ALCESTER TOWN COUNCIL

Office of the Town Clerk

Globe House, Priory Road, Alcester
Warwickshire, B49 5DZ
Tel: 01789 766084
Email: clerk@alcester-tc.gov.uk

17th May 2023

To: All Town Councillors
Copies to: Local District Councillors, Noticeboards

You are duly summoned to the Annual Meeting of the Alcester Town Council (following the adjournment on 16th May), to be held on Tuesday 23rd May 2023 at 7.00pm at Globe House, Priory Road, Alcester.

Present

To record councillors present to ensure a quorum is met

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

Residents are invited to give their views and question the Town Council on issues on this agenda, or raise issues for future consideration at the discretion of the Mayor, before the start of the Town Council meeting and no later than 7.30 pm. Members of the public may not take part in the Town Council meeting itself.

District and County Councillors' Reports

To receive reports from District and County Councillors (such reports to last no longer than 3 minutes each).

A G E N D A (Standing Orders Apply)

- 1. Apologies**
To receive and approve apologies for absence.
- 2. Minutes of Last Council Meeting**
To consider for approval the Minutes of the last Council Meeting held [11th April 2023](#).
- 3. Declarations of Interest**
*To receive any Declarations of Interest
(Members are reminded that, unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest as defined in the Council's Code of Conduct they may not participate in any discussion of or vote on the matter and must also leave the room for the duration of the matter.)*
- 4. Appointment of Lead Councillors**
To appoint Lead Councillors.
- 5. Town Council Committees**
To consider for appointment members for the Town Council Committees:
 - a) Finance and General Purposes
 - b) Planning
 - c) Staffing
- 6. Power of General Competence**
*To consider whether the Town Council meets the eligibility criteria for the General Power of Competence and if so, to resolve to adopt the power.
To consider the [report from the Town Clerk](#).*

7. Town Council Representatives

To consider for appointment/reappointment Town Council Representatives for:

- a) Alcester Town Hall Management Committee*
- b) Alcester United Charities*
- c) Moorfield Charity*
- d) Newport School Foundation*
- e) Church Street Property Trust*
- f) The Greig Hall*

8. Mayor's Report

To receive a report from the Mayor.

9. Town Clerk's Report

To receive [a report from the Town Clerk.](#)

10. Finance & General Purposes Committee

To confirm the Chair has been satisfied their Committee members approve the minutes.

The Chair to sign the Committee minutes from the preceding month.

The Chair to answer any questions from Councillors on issues arising from the minutes.

There are the following propositions from the F & GP Committee:

*10.1 To approve the updated [Document Retention Policy](#) dated April 2023
(policy amended in line with WALC recommendation)*

*10.2 To approve the updated [CCTV Policy](#) dated April 2023
(policy amended to remove references to The Greig Hall)*

11. Planning Committee

To receive a summary report from the Chair of the Planning Committee.

To confirm the Chair has been satisfied their Committee members approve the minutes.

The Chair to sign the Committee minutes from the preceding month.

The Chair to answer questions on issues arising from the minutes.

There are no propositions from the Planning Committee.

12. Alcester Town Football Club

To consider a request from Alcester Town Football Club for the Town Council to take an extension of its Headlease for the Stratford Road site and to extend the Underlease to the Football Club for the same period.

To consider the [Town Clerk's report.](#)

13. Housing Needs Survey

To note the [Housing Needs Survey Report](#) prepared by WRCC Housing in April 2023.

To refer the Report to the Planning Committee for further consideration.

14. Payment of Accounts

To receive a report for approval by Council on Payment of Accounts for April 2023.

15. Dates for future meetings

Finance and General Purposes Committee Tuesday 30th May at 7pm

Full Council Tuesday 6th June at 7pm

Unless otherwise stated, all meetings at Globe House

Vanessa C Lowe

Vanessa Lowe

Clerk to Alcester Town Council