



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 23rd MAY 2023
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

Present

Councillors V Blake (Mayor), M Bowe (Deputy Mayor), K Cargill, A Foster, G Forman, M Cargill, K Greenaway, K Foster, D Henderson, W Mills, C Elliott, E Randle, C Neal-Sturgess, E Wilson and G Smithers.

In attendance Mrs V Lowe, Town Clerk, Cllr S Juned (District Councillor) and Cllr J Harmer (District Councillor).

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

Mrs L Henderson, Secretary for the Alcester Food Festival briefed Councillors by way of follow up to the Food Festival held on 20th May. Mrs Henderson reported on the challenges involved in running the event including lack of police cover, road closure issues, electricity supply and the town's PA system. She advised that the Board were waiting for a report from SDC following an inspection by the licensing team on the day. The Mayor congratulated the Food Festival on an excellent event and suggested that a small working group be formed of organisations who run events on the High Street to discuss the issues raised. The Town Clerk was asked to arrange this.

District and County Councillors' Reports

Cllr S Juned (Ward Member for Alcester East) reported on the outcome of the District Council elections which was the following allocation of seats - 25 Liberal Democrats, 12 Conservative, 3 Green and 1 Independent.

Cllr Juned reported that two new Heads of Service had been appointed at SDC – Head of Housing and Customer Service and Head of Law and Governance.

Cllr Juned reported that the condition of the car park area at Hopkins Precinct continued to be of concern. Finally, Cllr Juned passed on the sad news that following a fire in Ragley Mill Lane, there had been a tragic loss of life.

Cllr Bowe congratulated Cllr Juned on her re-election and wished her good luck.

Cllr J Harmer (Ward Member for Alcester West) introduced himself as the new District Councillor for the Ward. He had nothing to report at this stage but said that he would be working with Cllr Juned to ensure that he was up to speed on current issues.

1. Apologies

Apologies were received and accepted from Cllr A Leask and Cllr P Daniell (County Councillor).

2. Minutes of Council Meetings

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 11th April 2023. They were proposed to be accepted by the Deputy Mayor, seconded by Cllr M Cargill 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. Appointment of Lead Councillors

The following Lead Councillors were appointed:



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 23rd MAY 2023
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

Planning	Cllr Mike Bowe
Cemetery	Cllr Gill Forman
Play Areas	Cllr Gavin Smithers
Open Spaces and Trees	Cllr Erick Wilson
Allotments	Cllr Keith Greenaway
Health and Wellbeing	Cllr Kathryn Cargill
Youth Engagement and Climate Change	Cllr Alison Leask Cllr Kathrin Foster
Communications, Engagement and Corporate Strategy	Cllr Wendy Mills
Business and Tourism	Cllr Vaughan Blake Cllr Corin Elliott
Community Resilience	Cllr Clive Neal-Sturgess
Road Safety and Speedwatch	Cllr Andrew Foster
Public Footpaths	Cllr David Henderson
Eric Payne Community Centre	Cllr Mark Cargill Cllr Emma Randle* (*appointment confirmed after the meeting)

Cllr Mills asked for volunteers to join the Strategic Action Plan Working Group. The following agreed to work with Cllr Mills – the Mayor, Cllr M Cargill, Cllr Henderson and Cllr Wilson.

Cllr Foster asked for there to be a discussion at the next Full Council meeting regarding rotation of Lead Councillor roles – the Town Clerk will put in on the agenda.

5. Town Council Committees

Membership of Committees was confirmed as:

a. Finance and General Purposes Committee

Cllrs V Blake (Chair), M Bowe, K Cargill, G Forman, E Randle

b. Planning Committee

Cllrs M Bowe (Chair), M Cargill, C Neal-Sturgess, V Blake, G Forman, W Mills, K Foster

c. Staffing Committee

Cllrs V Blake (Chair), K Cargill, G Forman, M Bowe, A Leask

The Mayor reminded Councillors of the importance of undergoing training particularly if joining a new Committee.

6. Power of General Competence

The briefing paper prepared by the Town Clerk and circulated in advance of the meeting was discussed.



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 23rd MAY 2023
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

Cllr M Cargill proposed that the Town Council met the eligibility criteria and that therefore the Council should adopt the Power of General Competence. This was seconded by Cllr Wilson and carried unanimously by Council.

7. Town Council Representatives

The Town Clerk had circulated a list of proposed appointments in advance of the meeting. This list was approved.

The list of appointments is as follows:

Councillor	External Body
Cllr Gill Forman	Alcester War Memorial Town Hall Management Committee
Cllr Kathryn Cargill	Alcester United Charities
Cllr Mike Bowe	Alcester United Charities
Cllr Wendy Mills	Alcester United Charities
Cllr Andrew Foster	Moorfield Charity
Cllr Vaughan Blake	Moorfield Charity
Cllr Clive Neal-Sturgess	Newport's School Foundation
Cllr Mike Bowe	Newport's School Foundation
Cllr Kathryn Cargill	Newport's School Foundation
Cllr Mark Cargill	Church Street Property
Cllr Erick Wilson	Church Street Property
Cllr Andrew Foster	The Greig Hall
Cllr Keith Greenaway	The Greig Hall
Cllr Erick Wilson	The Two Shires Greenway Project
Cllr Clive Neal-Sturgess	WALC
Cllr Mark Cargill	Alcester Health and Wellbeing Partnership

8. Mayor's Report

The Mayor said that it was a tremendous honour to be elected as Mayor of Alcester and he looked forward to working for the town and with his fellow councillors during the forthcoming mayoral year.

He reported that he had undertaken a number of engagements during April as Deputy Mayor and then as Mayor after his appointment. Most recently he had attended the Mayor Making, Civic Dinner and Civic Service at Stratford upon Avon Town Council. He had been delighted to open the Alcester Food Festival and to present prizes for the schools' bake off competition.

9. Town Clerk's Report

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. She asked Councillors to complete and return their new Declaration of Interests Form to her as soon as possible. She also reminded them about the Code of Conduct training available online from SDC.



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 23rd MAY 2023
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

10. Finance & General Purposes Committee

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

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

10.1 To approve the updated Document Retention Policy dated April 2023. This was proposed to be adopted by Cllr Neal-Sturgess, seconded by Cllr K Foster and carried by Council.

10.2 To approve the updated CCTV policy dated April 2023.

The was proposed to be adopted by Cllr Mills, seconded by Cllr A Foster and carried by Council.

11. Planning Committee

Cllr Bowe 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 and there were no propositions from the Committee.

Cllr Bowe reported that the Committee had been informed by SDC that objections to tree applications in the Conservation Area did not trigger a referral to the SDC Planning Committee unless a tree preservation order was in place. Cllr Bowe advised Councillors that the road naming ceremony for the northern section of the Bloor Homes development was scheduled for 19th July. The families of the late Mayors, after whom the roads were named, had been invited.

12. Alcester Town Football Club

Councillors discussed the report prepared by the Town Clerk in advance of the meeting concerning the request from the Football Club to extend the Headlease and Underlease for the Stratford Road site. After careful consideration of the issues, Cllr Forman proposed that consent was given in principle for the extension. This was seconded by Cllr Bowe and carried by Council. Authority was delegated to the Town Clerk to instruct solicitors and to negotiate the necessary documentation.

13. Housing Needs Survey

The Housing Needs Survey Report prepared by WRCC Housing dated April 2023 was noted. The Report was referred to the Planning Committee for further consideration.

14. 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.

15. Dates of future meetings

Finance & General Purposes Committee - Tuesday 30th May 2023 at 7 pm.

Full Council - Tuesday 6th June 2023 at 7 pm.

Unless otherwise stated, all meetings at Globe House.

The Mayor closed the meeting.