



**A MEETING OF ALCESTER TOWN COUNCIL FINANCE AND  
GENERAL PURPOSES COMMITTEE WAS HELD ON  
TUESDAY 27<sup>th</sup> JUNE 2023 AT 7.00pm  
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

**Present**

Cllr V Blake (Mayor), Cllr M Bowe (Deputy Mayor), Cllr K Cargill, Cllr G Forman and Cllr E Randle

**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)**

The Town Clerk reported that she was still awaiting Heads of Terms from Alcester Town FC regarding the lease extensions. The Mayor will follow this up.

**5. Staffing Issues**

a. The Town Clerk reported that she had completed her annual Fire Warden training. She had also completed Action Counters Terrorism ACT training and the WALC training on staff appraisals.

**6. Finance Issues**

- a. The monthly management accounts which had been circulated in advance were approved.
- b. The Town Clerk confirmed that the AGAR and supporting documents had been submitted to Moore UK, the External Auditors and receipt acknowledged.
- c. The Town Clerk reported that the period for the public inspection of the accounts runs from 12<sup>th</sup> June to 21<sup>st</sup> July and the appropriate notices had been posted on the notice boards and the website.
- d. The Town Clerk reported that the grant had been received from the Office for the Police and Crime Commissioner for £6130 for the H&WB project about prevention of child exploitation.
- e. The Town Clerk reported that the Council's insurance had been renewed from 12<sup>th</sup> June 2023.
- f. Quotes were being obtained for new play equipment for Bleachfield Street and it was hoped that quotes would be available for consideration shortly.
- g. The Town Clerk had been contacted by Riverside Angling Club regarding the renewal of the licence for fishing rights. Councillors agreed that a renewal would be granted and asked the Town Clerk to deal with this. The agreed licence will need to be approved by Full Council in due course.

**7. Training and Development Policy**

The existing Training and Development Policy was discussed and amendments agreed. These amendments will be incorporated into the current policy by the Town Clerk and there will be a proposition to Full Council to adopt the revised version.

**8. Safeguarding Policy**

Amendments to the existing Safeguarding Policy which had been circulated by the Town Clerk in advance of the meeting were agreed. There will be a proposition to Full Council to adopt the revised version. The Town Clerk had also circulated the Safeguarding Procedures for the Youth Club which were discussed. Some amendments were agreed which the Town Clerk will action and agree with the Youth Club leader. The Town Clerk will draft some general Safeguarding Procedures for other circumstances.

## **9. Scheme of Delegation**

The updated Scheme of Delegation which had been circulated in advance by the Town Clerk was considered and approved with a small amendment. There will be a proposition to Full Council to adopt it.

## **10. Publication Scheme**

The updated Publication Scheme had been circulated in advance of the meeting by the Town Clerk. This was approved with a small amendment. There will be a proposition to Full Council to adopt the revised version.

## **11. Propositions to Full Council**

There are propositions to Full Council at 7,8,9 and 10.

The meeting was then closed by the Mayor.