



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 5th SEPTEMBER 2023
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

Present

Councillors V Blake (Mayor), M Bowe (Deputy Mayor), K Cargill, M Cargill, C Neal-Sturgess, K Foster, W Mills, G Forman, A Foster, C Elliott and A Leask.

In attendance Mrs V Lowe, Town Clerk.

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

There was no public participation.

District and County Councillors' Reports

There were no reports as the County and District Councillors were absent.

1. Apologies

Apologies were received and accepted from Cllrs K Greenaway, D Henderson, G Smithers, E Wilson and E Randle. Apologies were also received from Cllr P Daniell (County Councillor), Cllr S Juned and Cllr J Harmer (District Councillors).

2. Minutes of Council Meetings

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 1st August 2023. The minutes were proposed to be accepted by the Cllr K Cargill, seconded by Cllr Mills 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 reported that he had had a busy month with a number of meetings. He had enjoyed meeting residents at the "Meet the Mayor" event on 4th August and hoped to repeat this event later in the year. He had been pleased to take part in the allotment judging on 11th August – a winner had been chosen for each site and an overall winner, each of which would be announced at the Awards Evening in January. The Mayor and the Town Clerk had met the Deputy Police and Crime Commissioner and police officers to discuss policing of Alcester events. Together with other local Mayors, the Mayor had attended the "Together for Short Lives" fundraising event in Leamington on 2nd September. Finally, the Mayor had been delighted to attend the Court Leet Family Fun Day.

5. Town Clerk's Report

The Town Clerk presented her monthly report which had been circulated in advance of the meeting.

There were no observations from Councillors on the consultation which had been received from SDC regarding Polling Places.

Cllr K Foster asked if the report was available from the Local Climate Engagement project – the Town Clerk responded that it was still outstanding. There were no other questions about the report. Councillors were reminded about the "Working for Marcus" event on 13th September and the Community Fair on 16th September.



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6. Annual Governance and Accountability Return

The Town Clerk reported that Moore had completed the external audit of the AGAR. Their report had been issued indicating that there were no matters giving cause for concern and that there were no other matters which needed to be brought to the attention of the Council. The Town Clerk reported that she had posted the Notice of Conclusion of the Audit on the notice boards and on the website which completed the process for the financial year 2022-2023. Councillors thanked the Town Clerk for her efforts in dealing with the audit.

7. 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 the following propositions from the Committee:

7.1 To authorise the Mayor to sign the Financial Contribution Agreement between Stratford on Avon District Council and Alcester Town Council to secure payment of s106 funds for public open space.

The Town Clerk explained that this agreement related to s106 funds arising from the southern section of the Bloor Homes development at Allimore Lane. Cllr Forman proposed the motion which was seconded by Cllr Cargill and carried by Council.

7.2 To authorise the Mayor and Deputy Mayor to sign the Agreement between Stratford on Avon District Council and Alcester Town Council to secure payments from the UK Shared Prosperity Fund and the Rural England Prosperity Fund in anticipation of grants being approved by SDC Cabinet for improved safety and the Alcester Community Shed.

The Town Clerk explained that she had submitted grant applications to both funds which had both been provisionally approved by SDC. The grants still needed approval from SDC Cabinet but ATC were being asked to sign the documentation at this stage to ensure that the Agreements could be concluded and payments made as soon as decisions were reached. Cllr Mills enquired as to the status of the Alcester Community Shed project. The Town Clerk explained that the survey report on the old squash courts was awaited, and once this was received, the matter would come to Full Council for a decision on use of the building.

The motion was proposed by Cllr M Cargill, seconded by Cllr K Foster and carried by Council.

7.3 To adopt the Tree Management Policy dated August 2023.

Cllr Foster asked about the procedure if a resident wished to ask for tree work to be undertaken outside the scope of work normally undertaken. The Town Clerk confirmed that this sort of request could be referred to Full Council if agreement could not be reached. There was a discussion about the current schedule for leaf blowing on Moorfields Park. The Town Clerk will refer this enquiry to staff and report back.

It was agreed that there would be a minor amendment to the policy.

Cllr Bowe proposed that the Policy be adopted with this amendment. This was seconded by Cllr Forman and carried by Council.



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7.4 To approve the Statement on Crime and Disorder dated September 2023. This was approved as drawn.

8. Planning Committee

Cllr Bowe 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 was a proposition from the Committee:

8.1 To delegate authority to the Planning Committee to develop key elements of the response to the Housing Needs Survey Report. This will include developing relationships with landowners, Warwickshire Association of Local Councils and neighbouring parishes such as Kinwarton Parish Council and Arrow and Weethley Parish Council and formulating an action plan.

This was proposed by Cllr M Cargill, seconded by the Mayor and carried by Council.

9. Lead Councillors

9.1 Play Areas

The report from Cllr Smithers had been circulated in advance of the meeting. It was agreed that questions would be deferred until Cllr Smithers was present.

9.2 Allotments

The report from the Facilities Manager (in the absence of Cllr Greenaway) had been circulated in advance of the meeting and was noted.

There was no further update from the Climate Change Lead Councillor following her report in July.

10. Town Council Representatives

Alcester War Memorial Town Hall – Cllr Forman gave a report from the recent committee meeting. A key safe had now been installed for hirers. The project to replace/repair the guttering was proving very expensive as it would require a road closure. Various options were being considered. The Town Hall will be open for the Heritage Open Weekend on 9th/10th September.

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 K Cargill, seconded by Cllr Elliott and carried by Council.

12. Dates of future meetings

Planning Committee - Thursday 28th September 2023 at 7 pm.

Finance & General Purposes Committee - Tuesday 26th September 2023 at 7 pm.

Full Council - Tuesday 3rd October 2023 at 7 pm.

All meetings at Globe House.

The Mayor closed the meeting.