



ALCESTER TOWN COUNCIL

Office of the Town Clerk

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1st November 2023

To: All Town Councillors
Copies to: Local District and County Councillors

Dear Councillor,

You are duly summoned to the next meeting of the Alcester Town Council, to be held on **Tuesday 7th November 2023 at 7.00pm** at Globe House, Priory Road, Alcester.

Present

Clerk to confirm record of Council Members present to ensure a quorum is met

There will be a brief presentation from Phillip Seccombe, Police and Crime Commissioner for Warwickshire and an opportunity for questions.

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 30 minutes after the start. 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 Council Meetings

To consider the approval of the minutes of the Full Council meeting held on [3rd October 2023](#).

3. Declarations of Interest

To receive any Declarations of Interest.

(Note: 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 meeting for the duration of the matter)

4. Mayors Report

To receive a report from the Mayor.

5. Town Clerk's Report

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

The Town Clerk to answer any questions on her report.

6. 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.

The Town Clerk as RFO to present the management accounts for the second quarter of 2023-24.

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

6.1 To adopt the updated [Standing Orders](#) dated October 2023

6.2 To adopt the updated [Mayoral Protocol](#) dated November 2023

6.3 To adopt the [Accessibility Statement](#)

7. 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.

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

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

There are no propositions from the Planning Committee.

8. Lead Councillors

To receive reports from Lead Councillors as follows:

8.1 [Play Areas](#)

8.2 [Community Resilience](#) –note: report from Cllr Foster to follow by email.

8.3 [Health and Wellbeing](#)

Lead Councillors to answer any questions on their reports.

9. Strategic Plan

To consider the [update report](#) prepared by Cllr Mills and the Town Clerk.

10. Motions from Councillors

To consider the following motions submitted by Councillors:

10.1 A motion from Cllr Mills to adopt the updated [Community Engagement Policy](#) and [Community Engagement Action Plan](#) both dated November 2023.

10.2 A motion from Cllr Mills to consider the Business Case prepared by the Squash Courts Working Group and to approve the redevelopment of the squash courts for use by the Alcester Community Shed.

11. Squash Courts roofing contract

If motion 10.2 is passed, to delegate authority to the Town Clerk to award the contract for the roofing of the squash courts up to a maximum of £48,000 plus VAT after consultation with the Chair of the Squash Courts Working Group.

12. Town Council Representatives

To receive reports from Town Council Representatives

13. Payment of Accounts

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

14. Dates of future meetings

Planning Committee Monday 20th November 2023 at 7 pm by Zoom

F & GP Committee Tuesday 28th November 2023 at 7 pm at Globe House

Full Council Tuesday 5th December at 7 pm at Globe House

Vanessa C Lowe

Vanessa Lowe

Clerk to Alcester Town Council

Exclusion of the public from meetings for confidential items of business

To exclude the public (including the press) from a meeting of the Council, it is necessary for the following proposition to be moved and adopted "that, in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for item number(s), which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) as indicated"