



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 7th NOVEMBER 2023
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

Present

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

In attendance Mrs V Lowe, Town Clerk, Cllr P Daniell (County Councillor) and Cllr S Juned (District Councillor).

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

There was a presentation from Mr Phillip Seccombe, the Police and Crime Commissioner for Warwickshire.

Mr Seccombe explained that his term of office continues until May 2024. He was an elected official and did not deal with operational matters. He sets priorities for each term which form the Police and Crime Plan. His office is funded equally between the Home Office and from Council taxpayers. He was pleased to report that Alcester Town Council had received a grant from the OPCC to run the "Working for Marcus" project.

There were questions from councillors regarding the rural crime team, recent accidents on the A46 and drug issues in the town. Mr Seccombe responded and there were additional comments from PC Rob Davis.

District and County Councillors' Reports

Cllr Daniell (County Councillor) apologised for missing recent meetings. He reported on the following:

- Most of the issues pending with WCC are highways issues which are logged and ready to proceed but have not yet been completed.
- Cllr Daniell has a delegated budget of £38,000 for highways work for 2024-25 and would welcome suggestions from the Town Council for suitable projects before the end of the year.
- The requested hatching at the cemetery layby is still under discussion.
- The WCC tree nursery has trees available for tree planting projects.

Cllr Juned (Ward Member for Alcester East) reported on the following issues:

- The SDC Community Climate Change fund has now been approved. The dates for applications will follow and there will be £100,000 to be distributed in two tranches.
- An additional property has been purchased in Stratford to accommodate homeless families.

1. Apologies

Apologies were received and accepted from Cllrs K Greenaway, A Foster, A Leask, D Henderson and K Foster. Apologies were also received from Cllr J Harmer (District Councillor).

2. Minutes of Council Meetings

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 3rd October 2023. The minutes were



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proposed to be accepted by the Cllr Forman, seconded by Cllr Bowe 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

There was no report this month – the Mayor will circulate a list of his engagements by email.

5. Town Clerk's Report

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. There were no questions about the report. The Town Clerk told councillors that Cllr K Foster was organising a Winter Warmth event on 25th November and volunteers to help on the day were needed.

6. 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.

The Town Clerk presented the management accounts for the second quarter of 2023-24 which were approved. There were no questions about the accounts. There were the following propositions from the Committee:

- 6.1** To adopt the updated Standing Orders dated October 2023. This was proposed by Cllr K Cargill, seconded by Cllr M Cargill and carried by Council.
- 6.2** To adopt the updated Mayoral Protocol dated November 2023. This was proposed by Cllr Bowe, seconded by Cllr Elliott and carried by Council.
- 6.3** To adopt the Accessibility Statement. This was proposed by Cllr Mills, seconded by Cllr Wilson and carried by Council.

7. Planning Committee

The Deputy 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 and no propositions.

The Deputy Mayor explained that all Councillors had been supplied with a document which was a summary of the Neighbourhood Plan policies. This had been prepared in readiness for the review of the NDP.

8. Lead Councillors

8.1 Play Areas

The report from Cllr Smithers had been circulated in advance of the meeting. Cllr Smithers was thanked for his report and it was agreed that the new play equipment at Bleachfield Street play area looked excellent.

8.2 Community Resilience

The report from Cllr Neal-Sturgess with a supplemental report from Cllr A Foster on the recent flooding event had been circulated in advance of the meeting. Cllr Neal-Sturgess explained that there had been a near miss on 20th October and the flood water had been measured at 4 inches below the bund at School Road allotments. A follow up meeting has been organised for Councillors to discuss strategic planning on 14th November.



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8.3 Health and Wellbeing

The report from Cllr K Cargill had been circulated in advance of the meeting. It was noted that this was a busy portfolio. Cllr Cargill reported that the day trip to Weston super Mare had been so well received that a new trip was planned for summer 2024. Many of those who had benefitted from the trip this year were helping with fundraising.

9. Strategic Plan

Cllr Mills presented the update report on the Strategic Plan which had been circulated in advance of the meeting. She was thanked for her efforts in producing this with the Town Clerk and the document was approved as drawn.

10. Motions from Councillors

10.1 Community Engagement Policy and Community Engagement Action Plan Biodiversity Statement The updated documents which had been circulated in advance of the meeting were presented by Cllr Mills. Both documents were approved. The motion to adopt both documents was proposed by Cllr Bowe, seconded by Cllr Randle and carried by Council.

The Mayor announced that the agenda order would be altered and that items 10.2 and 11 would be taken at the end of the meeting.

12. Town Council Representatives

Alcester War Memorial Town Hall – Cllr Forman reported that the AGM had been held and new officers elected. A report had been sent to Historic England regarding disability access. The quinquennial maintenance report was awaited. It was hoped that the external repair work would be undertaken in April 2024.

13. 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 Mills and carried by Council.

14. Dates of future meetings

Planning Committee - Thursday 20th November 2023 at 7 pm by Zoom.
Finance & General Purposes Committee - Tuesday 28th November 2023 at 7 pm.
Full Council - Tuesday 5th December 2023 at 7 pm.
All meetings at Globe House unless otherwise stated.

Cllr K Cargill proposed a motion that in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 that the public be excluded from the meeting for items 10.2 and 11 which involved the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972.

This motion was seconded by Cllr Forman and carried by Council.

The public left the meeting.

The meeting continued in confidential session.



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The meeting reopened and the Town Clerk reported that the following propositions had been passed unanimously by Council.

Squash Courts

- 10.2** To approve 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.

Squash Courts Roofing Contract

- 11.1** 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.
- 11.2** To delegate authority to the Town Clerk to authorise expenditure up to a maximum figure of £38,000 plus VAT (with any one item up to £10,000 plus VAT) on the squash courts renovation project in line with the Business Case approved by Council.

The Mayor closed the meeting.