



ALCESTER TOWN COUNCIL

Office of the Town Clerk

Globe House, Priory Road, Alcester
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31st January 2024

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 6th February 2024 at 7.00pm** at Globe House, Priory Road, Alcester.

Present

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

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 [9th January 2024](#).

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 third quarter 2023-2024.

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

- 6.1** To approve the updated [Community Grants Policy](#) and [application form](#) for 2024.
- 6.2** To approve the draft [Co-option Policy](#) dated January 2024
- 6.3** To approve the draft [licence agreement](#) with Riverside Angling Club and to authorise the Mayor to sign the same on behalf of the Town Council.
- 6.4** To approve the documentation for the [acquisition of the BT phone kiosk](#) on Henley Street and to authorise the Town Clerk to sign the same on behalf of the Town Council.

7. Community Grants

To appoint members to the Community Grants Working Group.

8. 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.

9. Lead Councillors/Working Groups

To receive reports from Lead Councillors as follows:

9.1 [Cemetery](#)

9.2 [Play Areas](#) including results of [parents survey](#) and [teen survey](#)

Lead Councillors to answer any questions on their reports.

10. Squash Courts Working Group

10.1 To consider the confidential recommendation of the Squash Courts Working Group regarding the installation of heating and ventilation equipment (HVAC) in the squash courts for the Community Shed project and to authorise the Town Clerk to accept the appropriate quote.

10.2 To authorise the Mayor and Deputy Mayor to sign the Agreement between Stratford on Avon District Council and Alcester Town Council to secure a payment from the Rural England Prosperity Fund for the Community Shed project.

10.3 To delegate authority to the Town Clerk to authorise expenditure up to a maximum of £148,600 plus VAT (with any one item up to £10,000 plus VAT) on the Community Shed project.

11. Warwickshire Fire and Rescue Consultation

To consider a response to the WFRS consultation "Resourcing to Risk".

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 January 2024.

14. Dates of future meetings

Planning Committee Monday 19th February 2024 at 7 pm on Zoom

F & GP Committee Tuesday 27th February 2024 at 7 pm at Globe House

Full Council Tuesday 5th March 2024 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"