



ALCESTER TOWN COUNCIL

Office of the Town Clerk

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28th February 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 5th March 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. Co-option of a Town Councillor for Alcester East

To hear presentations from candidates for co-option.

Each candidate to be called individually and to withdraw from the meeting after their presentation.

To consider candidates for the one vacancy on the Town Council and to vote to select one candidate.

For the candidates to rejoin the meeting and for the Mayor to announce the name of the candidate co-opted.

The successful candidate to be invited to sign their Declaration of Acceptance of Office and to join the meeting.

2. Apologies

To receive and approve apologies for absence.

3. Minutes of Council Meetings

To consider the approval of the minutes of the Full Council meeting held on [6th February 2024](#).

4. 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)

5. Mayors Report

To receive a report from the Mayor.

6. Town Clerk's Report

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

The Town Clerk to answer any questions on her report.

7. 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.

There are the following propositions from the F & GP 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 The Greig Hall.*

7.2 *To consider for approval the annual [Risk Assessment](#) of the Council.*

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 is the following proposition from the Planning Committee:

8.1 *To adopt the [Alcester Housing Needs Analysis- The Way Forward Option 2](#) and start the analysis.*

9. Lead Councillors/Working Groups

To receive reports from Lead Councillors as follows:

9.1 *[Health and Wellbeing](#)*

9.2 *[Eric Payne Community Centre](#)*

9.3 *[Allotments](#)*

Lead Councillors to answer any questions on their reports.

9.4 *Squash Courts Working Group*

To receive an update from the Chair.

10. Town Council Representatives

To receive reports from Town Council Representatives

11. Payment of Accounts

To receive a report for approval by Council on Payment of Accounts for February 2024.

12. Dates of future meetings

Planning Committee Monday 18th March 2024 at 7 pm at Globe House

F & GP Committee Tuesday 26th March 2024 at 7 pm at Globe House

Annual Parish Meeting Tuesday 9th April 2024 at 7 pm at the Eric Payne Community Centre

Full Council Tuesday 16th April 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"