



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 5th MARCH 2024
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, , C Elliott, A Foster, A Leask, G Smithers and K Foster.

In attendance Mrs V Lowe, Town Clerk.

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

There was a presentation from Graham Porter regarding his plans to develop the plot of land at the rear of the former Barclays Bank. A planning application for two retail units with 2 studio flats above has been submitted to SDC.

District and County Councillors' Reports

There were no reports as all District and County Councillors were absent. It was noted that Cllr Harmer had not attended a Council meeting since August 2023 and had not sent apologies since November 2023.

1. Co-option of a Town Councillor for Alcester East

Councillors heard presentations from two candidates who had indicated that they would like to be considered for co-option. The candidates then withdrew from the meeting and after a vote, Mr Douglas Gordon was co-opted as a Town Councillor for Alcester East. Mr Gordon signed his Declaration of Acceptance of Office which was witnessed by the Town Clerk and he then joined the meeting.

2. Apologies

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

3. Minutes of Council Meetings

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 6th February 2024. The minutes were proposed to be accepted by Cllr K Cargill, seconded by Cllr Neal-Sturgess and approved by Council; they were then signed by the Mayor.

4. Declarations of Interest

There were no declarations of interest on the agenda items.

5. Mayor's Report

The Mayor's diary of meetings is an appendix to these minutes. The Mayor announced that the Deputy Town Clerk, Sarah Duran had handed in her notice as she would be retiring on 7th June 2024. Councillors thanked the Deputy Town Clerk for her excellent service to Alcester Town Council.

6. Town Clerk's Report

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. Cllr A Foster asked about the recent NALC training on social media. The Town Clerk will share the information supplied.



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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 no questions about the minutes.

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 The Greig Hall.

This was proposed by Cllr Neal-Sturgess, seconded by Cllr K Cargill and carried by Council.

7.2 To consider for approval the annual Risk Assessment of the Council.

The draft Risk Assessment had been circulated in advance of the meeting was discussed. Cllr M Cargill noted that it was a very useful document in reviewing Council operations as a whole and proposed its approval. This was seconded by Cllr Forman and carried by Council.

8. Planning Committee

The Deputy Mayor, as Chair of the Committee, confirmed that he was satisfied that Committee members approved the minutes from the preceding month, which were then signed.

There was a proposition from the Committee:

8.1 To adopt the Alcester Housing Needs Analysis – The Way Forward Option 2. The Deputy Mayor explained that it was now proposed that the analysis should be dealt with as part of the NDP Review rather than by a separate working group.

The Deputy Mayor answered questions regarding the shortage of affordable housing in Alcester and previous calls for sites by SDC. It was agreed that additional data would be required by the NDP team.

The Deputy Mayor proposed adoption of the document, this was seconded by Cllr Neal Sturgess and carried by Council.

9. Lead Councillors

9.1 Health and Wellbeing

A report from Cllr K Cargill had been circulated in advance of the meeting. Cllr Cargill explained that additional funding was required to continue the Holiday Lunch Club and the Grand Days Out projects and asked Councillors to consider opportunities for funding. The Health and Wellbeing Partnership had met on 21st February and had discussed the Alcester Community Shed. Work was being undertaken to monitor and measure health outcomes from the project.

9.2 Eric Payne Community Centre

A report from Cllr M Cargill had been circulated in advance of the meeting. The main issues to note were that the water main replacement had been completed which had resulted in a massive reduction in the amount of water being used. The LED lights had been installed thanks to a grant from Moor Fields charity. The next project would be the redevelopment of the main kitchen.



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9.3 Allotments

In the absence of the Lead Councillor, a report had been prepared by the Facilities Manager, Tim Forman. The Town Clerk was asked to contact allotment holders on School Road to request that all their property was safely secured so that it did not wash into the river in times of flood.

9.4 Squash Courts Working Group

Cllr Mills updated Councillors on progress on the renovation project. She explained that the operating structure was being considered and the intention was that ATC would retain control of the building and hire it out to users such as the Alcester Community Shed. It was likely that there would be a surplus on funds which would enable free usage for the Shed for the initial 6 months from September 2024.

10. Town Council Representatives

Newport's School Foundation – Cllr Neal-Sturgess reported on the recent trustees meeting. The move to become a CIO is progressing well and a working group has been set up to update the website.

Moor Fields Charity – Cllr A Foster reported on the recent AGM. Funding requests are only dealt with twice yearly. There are plans to plant a tree to commemorate the late Queen's Platinum Jubilee in Moorfields Park.

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 Neal-Sturgess, seconded by Cllr Forman and carried by Council.

12. Dates of future meetings

Planning Committee - Monday 18th March at 7 pm

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

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

Full Council - Tuesday 16th April at 7 pm.

All meetings at Globe House unless otherwise stated.

The Mayor closed the meeting.

Appendix

MAYOR'S REPORT 5 MARCH 2024

Mayor's Diary since the last Council Meeting:

8 February – Shipston on Stour Mayor's Pantomime

9 February – Our Ladies School Assembly Prize Giving

10 February – Alcester Bloom Coffee Morning

10 February – Birmingham Military Tattoo

12 February – Awards Night debriefing meeting

14 February – Wychavon District Council Chairman's Quiz Night



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- 16 February – Lord Mayor of Coventry Meeting and tour
- 21 February – Greig Hall CIO AGM
- 22 February - Mayor, Deputy Mayor and Town Clerk meeting
- 23 February – Lord Mayor of Coventry’s Ocean Awareness Exhibition
- 24 February – Mayor of Stratford and Stratford District Chair’s Joint Charity Ball
- 25 February – Shipston Civic Service
- 26 February – Meeting with Richard Lees re security report
- 26 February – Moorfields Trust AGM
- 27 February - F & GP Committee meeting
- 28 February – Newport Schools Foundation Trustees’ Meeting
- 29 February – WTN Zoom meeting
- 1 March – Mayor of Warwick’s Charity Quiz
- 5 March – Counter Terrorism Training Course