



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING  
HELD ON TUESDAY 13<sup>th</sup> MAY 2025  
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

**Present**

Councillors D Henderson (Mayor), G Forman (Deputy Mayor), K Cargill, M Bowe A Foster, M Cargill, W Mills, K Greenaway, C Neal-Sturgess, A Leask, C Chester and D Gordon.

**In attendance** Mrs V Lowe, Town Clerk.

Prior to the start of the meeting, the Mayor said that it was a pleasure to chair his first Full Council meeting as Mayor.

**PUBLIC PARTICIPATION AT DISCRETION OF MAYOR**

None.

**District and County Councillors' Reports**

Cllr S Juned (Ward Member for Alcester East) had prepared a written report which would be circulated by the Town Clerk after the meeting. She reported on the election results from 1<sup>st</sup> May. The County Councillor elected for Alcester was James Norris (Liberal Democrats). In the District Council By-election for Alcester West Ward, Tom Ballinger (Liberal Democrats) was elected.

Cllr Juned reported that The Three Tuns had failed to sell at auction and had now been listed for sale through an estate agent. SDC were making enquiries about the health and safety of the site and making further enquiries regarding planning enforcement options.

A Parish Liaison Officer had been appointed by SDC. The next Parish Forum will be held on 26<sup>th</sup> June when the Environment Agency Flood Adviser will be attending.

In respect of The Three Tuns, Cllr Foster asked if Cllr Juned could make further enquiries about erecting screening to improve the appearance. The Mayor further asked if SDC could release another statement on the current situation.

**1. Apologies**

Apologies were received and accepted from Cllr R Ashfield.

The new District and County Councillors are expected at the June meeting.

**2. Minutes of Council Meetings**

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 8<sup>th</sup> April 2025. They were proposed to be accepted by the Cllr M Cargill, seconded by Cllr K Greenaway 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. Appointment of Lead Councillors**

The following Lead Councillors were appointed:

Planning	Cllr Mark Cargill
Cemetery and Play Areas	Cllr Gill Forman



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Allotments	Cllr Keith Greenaway
Health and Wellbeing	Cllr Kathryn Cargill Cllr Alison Leask
Communications, Engagement and Corporate Strategy	Cllr Wendy Mills
Community Resilience	Cllr Clive Neal-Sturgess Cllr Mike Bowe Cllr Colleen Chester
Public Footpaths	Cllr David Henderson
Eric Payne Community Centre	Cllr Mark Cargill
Open Spaces	Cllr Dougie Gordon
Business and Tourism	Cllr Ruth Ashfield

**5. Town Council Committees**

Membership of Committees was confirmed as:

- a. Finance and General Purposes Committee  
Cllrs G Forman (Chair), D Henderson, K Cargill, A Foster, M Bowe
- b. Planning Committee  
Cllrs M Cargill (Chair), C Neal-Sturgess, G Forman, W Mills, D Gordon, C Chester
- c. Staffing Committee  
Cllrs D Henderson (Chair), M Bowe, K Cargill, A Leask

**6. Dates of Meetings**

The list of meeting dates for 2025-2026 was approved.

**7. Civility and Respect Pledge**

It was proposed by Cllr Gordon and seconded by Cllr K Cargill that Alcester Town Council renew the Civility and Respect Pledge in accordance with the report issued in advance by the Town Clerk. This resolution was carried by Council.

**8. Mayor's Report**

The Mayor said that he had attended five events in his first week as Mayor. These included events on Thursday 8<sup>th</sup> May to celebrate the 80<sup>th</sup> anniversary of VE Day culminating in the lighting of the town's beacon on Centenary Field. He thanked the Deputy Town Clerk, the Facilities Manager, the Deputy Mayor and Cllrs Leask and Mills for their support in running the event.

The Mayor had also attended civic events in Bromsgrove, Evesham and Warwick.

**9. Town Clerk's Report**

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. She confirmed that the vacancies on the Town Council were being advertised with a closing date of 23<sup>rd</sup> May.



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**10. Finance & General Purposes Committee**

Cllr Bowe (as Chair of the April F & GP committee meeting) 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 year-end accounts for 2024-25 which had been circulated in advance of the meeting. These were agreed and signed by the Mayor. It was noted that the Annual Governance and Accountability Return (AGAR) should be available for signing at the June Full Council meeting. There were no propositions from the Committee.

**11. Planning Committee**

There had not been a Committee meeting in April and the Chair had nothing to report.

**12. Strategic Plan**

Cllr Mills presented the update report which had been circulated in advance of the meeting. She explained that a new Action Plan would now be drawn up for 2025-2026 and asked Councillors to submit suitable items to the Town Clerk by 23<sup>rd</sup> May.

It was noted that items appearing in the Plan may well require funding and that the Plan should be considered as part of the annual budget setting process. The Town Clerk confirmed that external grants would also be sought as and when they became available.

**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 the Deputy Mayor and carried by Council.

**14. Dates of future meetings**

Planning Committee – Monday 19<sup>th</sup> May at 7 pm by Zoom

Finance & General Purposes Committee - Tuesday 27<sup>th</sup> May at 7 pm.

Full Council - Tuesday 3<sup>rd</sup> June at 7 pm.

Unless otherwise stated, all meetings at Globe House.

The Mayor closed the meeting.