



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 5th AUGUST 2025
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

Present

Councillors G Forman (Deputy Mayor), M Bowe, M Cargill, K Cargill, C Chester, C Neal-Sturgess, A Leask, R Howells, D Gordon, W Mills, J Andrews and V Holyland.

In attendance Mrs V Lowe, Town Clerk and Cllr T Ballinger (District Councillor).

In the absence of the Mayor, the meeting was chaired by the Deputy Mayor.

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

None.

District and County Councillors' Reports

Cllr T Ballinger (Ward Member for Alcester West) had sent a written report which had been circulated in advance of the meeting. He reported that he expected an update on The Three Tuns later in the week and would send this to Councillors for information by email.

He explained that WCC had issued a public consultation on local government reorganisation and SDC would be issuing a similar survey to residents shortly.

Cllr Mills asked how this survey would be distributed to ensure maximum responses. Cllr Ballinger will enquire.

Cllr Ballinger reported that the health screening event at the Greig Leisure Centre had been a success with 90 people attending.

1. Apologies

Apologies with reasons were received from the Mayor, Cllr D Henderson, Cllr Greenaway and Cllr Ashfield. These apologies were accepted by Council. Cllr S Juned (District Councillor) and Cllr J Norris (County Councillor) had also sent apologies.

2. Minutes of Council Meetings

The Deputy Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 1st July 2025. They were proposed to be accepted by Cllr Gordon, seconded by Cllr Leask and approved by Council; they were then signed by the Deputy Mayor.

3. Declarations of Interest

There were no declarations of interest on the agenda items.

4. Mayor's Report

The Mayor had issued a written report due to his anticipated absence at the meeting. This included reports on the Stratford upon Avon Symphony Orchestra concert at The Greig Hall and the graduation ceremony at the University of Warwick.

The Deputy Mayor thanked councillors who had attending the fundraising quiz which had raised £1000.

She had enjoyed attending the Battle of Evesham re-enactment event. On the afternoon of the meeting, she had been delighted to attend the High Sherriff of



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Warwickshire Changemakers awards where Beth Clarke (The Crafty Lunch Club); Bill Goodall (Alcester and District Community First Responders) and Becky Gribben (Depot Youth Club) had received awards having been nominated by the Town Council.

The Deputy Mayor informed Councillors that the next fundraising event would be the launch of the "100 coffee mornings" which would be held on Sunday 7th September 10 am -1 pm at the Town Hall.

5. Town Clerk's Report

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. She updated Councillors on the latest correspondence with the MP regarding the A46.

6. Annual Governance and Accountability Return

The Town Clerk reported that Moore had completed the external audit of the AGAR for 2024-2025. Their report had been issued indicating that there were no matters giving cause for concern. There was a matter to be brought to the attention of the Council which was that the Code of Conduct had not been reviewed during the financial year. The Town Clerk explained that she was querying this with Moore as she had not seen this listed as a requirement and Stratford DC had not suggested that an annual review was appropriate for this document.

The Town Clerk reported that she had posted the Notice of Conclusion of the Audit on the notice boards and on the website which completed the process for the financial year 2024-2025.

7. Code of Conduct

As recommended by the external auditors, the Code of Conduct was reviewed by Councillors. Cllr K Cargill proposed that it was re-adopted without amendment, this was seconded by Cllr Mills and carried by Council.

8. Finance & General Purposes Committee

There had not been a F & GP meeting in July.

The Town Clerk presented the management accounts and bank reconciliation statements for the first quarter of 2025-26 which were approved as drawn.

There were no questions about the accounts.

9. Planning Committee

Cllr M Cargill, 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 were no questions about the minutes.

Cllr Cargill updated Councillors regarding the application for development above the Superdrug shop on the High Street the application for which had now been refused by SDC. Cllr Ballinger was asked to liaise with the Case Officer to see if a meeting with the developer would be appropriate.

Cllr Cargill informed Councillors that the agents for Aldi had arranged to present to the Planning Committee at its meeting on 15th September.

10. Lead Councillors

10.1 Cemetery

A report from the Deputy Mayor had been circulated in advance of the meeting. There were no questions about the report.



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10.2 Play Areas

A report from the Deputy Mayor had been circulated in advance of the meeting. There were no questions about the report.

10.3 EPCC

A report from Cllr M Cargill had been circulated in advance of the meeting. There were no questions about the report.

11. Devolution and Local Government Reorganisation

The Town Clerk explained that she had attended a number of webinars about the plans to reorganise local government and it seemed likely that there would be opportunities for the Council to consider taking over assets currently owned by WCC or SDC.

It was agreed to set up a Task and Finish Group to map WCC and SDC assets in Alcester in preparation for such discussions.

The draft Terms of Reference for this Group, which had been prepared by the Town Clerk and circulated in advance of the meeting, were approved as drawn.

It was agreed that Cllr Chester, Cllr Neal-Sturgess and Cllr M Cargill would become members of the Group.

12. Town Council Representatives

The Town Clerk reported that she had not heard back from the Clerk to Moorfields charity with the requested information so the item to appoint a new trustee was deferred until the next meeting.

United Charities – Cllr K Cargill reported that at the meeting on the previous evening, Andrew Deeks had been thanked for his service as Clerk to the charity and Gill Forman had taken over as Clerk.

Alcester War Memorial Town Hall – The Deputy Mayor reported that there was still no progress with the double yellow lines. The Town Clerk offered to write to WCC on behalf of the Town Hall. The new flooring in the kitchen was due to be installed using the community grant funds from the Town Council.

The Greig Hall – Cllr Mills reported that the Banking Hub was proving to be a success.

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 M Cargill and carried by Council.

14. Dates of future meetings

Planning Committee – Monday 18th August at 7 pm (if required).

Finance & General Purposes Committee – Tuesday 26th August at 7 pm.

Full Council – Tuesday 2nd September at 7 pm.

Unless otherwise stated, all meetings at Globe House.

The Mayor closed the meeting.