



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING  
HELD ON TUESDAY 2<sup>nd</sup> SEPTEMBER 2025  
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

**Present**

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

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

*Before the meeting started, Councillors observed a minute's silence in memory of the late former councillor and Mayor of Alcester, John Bunting who had sadly passed away on 1<sup>st</sup> September.*

**PUBLIC PARTICIPATION AT DISCRETION OF MAYOR**

None.

**District and County Councillors' Reports**

Cllr S Juned (Ward Member for Alcester East) had sent a written report which had been circulated in advance of the meeting. She reported on the first quarter's performance review for the SDC Cabinet. She also reported that the Head of Housing had issued an Affordable Housing Standing Advice Note to provide clarity on requirements and good practice for affordable homes in the District. The Town Clerk will circulate this Note. Cllr Juned congratulated the Town Council on their successful applications to the Climate Change and Nature Fund reporting that the quality of the application had impressed the officers.

Cllr T Ballinger (Ward Member for Alcester West) reported that he continued to press for action on The Three Tuns and Cllr Juned had a meeting booked with the Head of Planning on the following day. Both District Councillors were looking forward to a visit to Alcester Town Football Club on the following weekend.

The Mayor asked Cllr Ballinger for more information regarding the new licensing application for premises on the High Street. Cllr Ballinger said that he was happy to pass on any questions to the licensing team.

**1. Co-option of a Town Councillor for Alcester West**

Councillors heard a presentation from a candidate who had indicated that they would like to be considered for co-option.

*The Mayor adjourned the meeting and the public were excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.* In accordance with the Co-option Policy, Councillors then voted to co-opt a new Councillor.

*The meeting resumed.*

The Mayor announced that Councillors had unanimously voted to co-opt Sharon Bardha as a Town Councillor for Alcester West. Ms Bardha signed her



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Declaration of Acceptance of Office which was witnessed by the Town Clerk and she then joined the meeting.

**2. Apologies**

An apology with reasons had been received from Cllr R Howells. This apology was accepted by Council. Cllr J Norris (County Councillor) had also sent apologies.

**3. Minutes of Council Meetings**

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 5<sup>th</sup> August 2025. They were proposed to be accepted by Cllr Mills, seconded by Cllr K Cargill 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 reported that he had been honoured to attend the VJ Day anniversary on Church Green on 15<sup>th</sup> August. Afterwards he had attended a coffee morning hosted by Studley Parish Council. He thanked Cllr Mills, the Deputy Mayor, Cllr Andrews and Cllr Neal-Sturgess for the "Meet the Councillors" event on 24<sup>th</sup> August which had been useful. The Mayor had been pleased to attend a coffee morning at Jubilee Court which had raised almost £750 for Dementia Day Care. He reminded Councillors of the launch of the "100 coffee mornings" which would be held on Sunday 7<sup>th</sup> September 10 am - 1 pm at the Town Hall.

**6. Town Clerk's Report**

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. Cllr Bowe asked if there was any progress with the damaged tree on Gunnings Bridge – the Town Clerk will chase WCC.

**7. Finance & General Purposes Committee**

The Deputy Mayor, as Chair of the Committee, confirmed that she 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 and Deputy Mayor to sign the Deed of Agreement with Stratford-on-Avon District Council to secure the grant funds from the Community Climate and Nature Recovery Fund.

This was proposed by Cllr M Cargill, seconded by Cllr Ashfield and carried by Council. The Mayor and the Deputy Mayor signed the documents which were witnessed by the Town Clerk.

**7.2** To approve the updated Mayoral Protocol dated August 2025.

This was proposed by Cllr Gordon, seconded by Cllr Bowe and carried by Council.

**8. Planning Committee**

There had not been a Committee meeting in August. Cllr M Cargill, as Chair of the Committee, reported that Aldi were making a presentation to the



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Committee before the next meeting on 15<sup>th</sup> September. All Councillors were welcome to attend.

**9. Lead Councillors**

**9.1 Footpaths**

A report from the Mayor had been circulated in advance of the meeting. There were no questions about the report. The Mayor thanked the Facilities Manager, Tim Forman, for his efforts in arranging for the resurfacing of the footpaths in Jubilee Fields. He reported that this work had been very well received by residents.

**9.2 Allotments**

A report from Tim Forman on behalf of Cllr Greenaway had been circulated in advance of the meeting. There were no questions about the report. The Town Clerk confirmed that the gate between Bleachfield Street North allotments and Corinthian Court would be repaired.

**10. Local Government Reorganisation**

The Town Clerk had issued a report which had been circulated in advance of the meeting. The Mayor explained that the purpose of this agenda item was to seek a view on councillors' preference between the two options for local government reorganisation in Warwickshire. Option A being a single unitary authority to cover the whole county and Option B being two unitary authorities dividing the county into North and South with the South comprising the areas currently served by Stratford on Avon District Council and Warwick District Council.

It was noted that matters such as motorways, rail and the road network would be dealt with by a new strategic authority rather than by the unitary authority. There was a discussion of the options based on the Town Clerk's report. Several councillors expressed a preference for Option B stating that they felt it would be better for accessibility for residents, with two unitary councils serving smaller areas closer to their communities. It was noted that SDC and WDC already work together as they have a joint waste contract, joint legal services and are creating a joint Local Plan.

Councillors supporting Option B also mentioned local identity, explaining that the north and the south of the county are very different in character. There was concern expressed that if Option A were adopted, the south of the county would lose out to the north in terms of funding.

Other councillors explained that they did not feel that they had sufficient information to make a choice at this stage – in particular there was no business plan for either Option and the cost implications of each had not been published in any detail. It was noted that the process of reorganisation would be extremely complicated in either case due to the existing split of the ownership of assets between various authorities.

It was noted that further reports were expected from both SDC and WCC before the November submission to central government.



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**11. Community Resilience Flood Panel**

Cllr Neal-Sturgess presented a report from the Flood Panel which had been circulated in advance of the meeting. The Panel were proposing that the new Flood Watch group became a working group of the Council. The Panel were thanked for their excellent report which was agreed.

**12. Banking Hub**

Cllr Mills reported that the temporary Banking Hub was doing well with increased usage. The community bankers reported that they had had 20 appointments in one day. Cash Access UK are still looking for a permanent site, ideally on the High Street with room for an ATM. Cllr Mills asked Councillors to share any prospective sites with her, so that she could pass them on.

**13. Town Council Representatives**

The Town Clerk reported that she had still 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.

The Greig Hall – Cllr Mills reported that the trustees had met on 2<sup>nd</sup> August and had welcomed Cllr Andrews as a new trustee. A new booking system had been launched and funding secured to replace the glazing in the main hall. The charity was seeking to recruit new members.

Alcester War Memorial Town Hall – The Deputy Mayor reported that, thanks to support from Cllr Ballinger and the Town Clerk, the double yellow lines had been approved. The Hall was now waiting for the work to be scheduled into the work programme.

On behalf of the Royal British Legion, Cllr K Cargill reminded councillors that Merchant Navy Day would be marked on Centenary Field at 11am on 3<sup>rd</sup> September.

**14. 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.

**15. Dates of future meetings**

Planning Committee – Monday 15<sup>th</sup> September at 7 pm.

Finance & General Purposes Committee – Tuesday 30<sup>th</sup> September at 7 pm.

Full Council – Tuesday 7<sup>th</sup> October at 7 pm.

Unless otherwise stated, all meetings at Globe House.

The Mayor closed the meeting.