



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 7th OCTOBER 2025
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

Present

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

In attendance Mrs V Lowe, Town Clerk, Cllr S Juned (District Councillor), Cllr T Ballinger (District Councillor) and Cllr J Norris (County 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 S Juned (Ward Member for Alcester East) had sent a written report which had been circulated in advance of the meeting. She reported on new air quality monitoring by SDC, the South Warwickshire Economic Strategy and a new community grant scheme for community buildings being launched in October/November. Cllr Juned also reported on the outcome of the recent planning appeal on Bordon Hill in Stratford and confirmed that officers were looking at options for boosting the 5-year supply of deliverable housing land.

Cllr T Ballinger (Ward Member for Alcester West) reported that he continued to press for action on The Three Tuns. He understood that the property had been sold and that the SDC Head of Planning was meeting the new owner. On behalf of the Mayor, the Town Clerk asked if the Town Council could be involved in any discussions about the future of the property. Cllr Ballinger asked the Town Clerk to write to SDC making this request.

There was concern expressed about the work being undertaken on Gunnings Bridge. Councillors were aware of repair work authorised on the bridge structure but a certain amount of aggregate had been put around the base of the bridge. The Town Clerk will make enquiries with WCC Bridges team

Cllr J Norris (County Councillor for Alcester) had sent a written report which had been circulated in advance of the meeting. He confirmed that the former Moorfields school site was not viable for extra care housing. It might be suitable for educational use, particularly SEND and alternative provision, subject to feasibility studies. He explained that if no suitable use was identified, the site will probably be disposed of by WCC.

Cllr Norris is in regular contact with the WCC Road Safety team regarding the ongoing problems on St Faiths Road.

Cllr Norris reported that WCC had officially declared a Special Educational Needs and Disabilities funding emergency and the Council will now write to the Secretary of State for Education requesting a review of the funding formula and more support for local authorities.



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1. Apologies

Apologies with reasons had been received from Cllr D Henderson (Mayor), Cllr R Howells, Cllr V Holyland, Cllr K Greenaway, Cllr R Ashfield, Cllr S Bardha and Cllr A Leask. These apologies were accepted by Council.

2. Minutes of Council Meetings

The Deputy Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 2nd September 2025. They were proposed to be accepted by Cllr Gordon, seconded by Cllr Andrews 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 was absent from the meeting as he was attending the High Sherriff's Legal Service in Warwick. The Deputy Mayor reported that the launch of the "100 coffee mornings" on 7th September had raised £700. Tickets were now on sale for the next fundraising event which would be the Cocktail Masterclass.

5. Town Clerk's Report

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. There were no questions about the report.

6. 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 was the following proposition from the Committee:

6.1 To approve the updated Standing Orders dated October 2025.

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

7. 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 confirmed that Aldi had made an informal presentation to the Committee and their planning application had now been submitted to SDC although not yet issued.

Cllr Cargill said that he had been delighted to attend the opening of the new Calgavin facility and had been pleased that the Planning Committee had followed this project through from plans to completion.

8. Lead Councillors

8.1 Business and Tourism

A report from the Cllr Ashfield had been circulated in advance of the meeting. In her absence, the Town Clerk explained the initiative to restart the Visit Alcester website as a means of promoting the town both to residents and visitors. It was agreed to set up a Task and Finish Group. Cllr Andrew offered to join the Group.



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9. Climate and Nature

The Town Clerk had circulated the project plan for Alcester Connected for Climate and Nature (ACCAN) which was the project being run using the funds secured from the SDC Community Climate and Nature Fund.

The Town Clerk had also circulated the latest version of the Alcester Local Climate and Nature Plan 2024-2027. This was proposed to be adopted by Cllr K Cargill, seconded by Cllr Chester and carried by Council.

10. Alcester Neighbourhood Development Plan

Cllr Mills had issued a report in advance of the meeting which had detailed the proposed amendments to the Neighbourhood Development Plan which had been "made" in July 2021. She explained that the NDP Review Steering Group had been working on this project since January and now had an agreed set of amendments which were shared in her report. It was agreed that the amendments were minor and would not materially affect the Neighbourhood Plan. Cllr Mills explained that the NDP needed to be reviewed within 5 years of being "made".

Cllr Bowe congratulated the Steering Group on the huge amount of work they had undertaken on this project and in particular, thanked Cllr Mills, and Andrew Matheson, the Chair of the Review Group, for their hard work.

Cllr Bowe proposed that Alcester Town Council, as the Qualifying Body, resolved to conduct a pre-submission consultation on the proposed amendments to the Plan, in accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations 2012. This was seconded by Cllr M Cargill and carried by Council.

11. 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.

Alcester War Memorial Town Hall – The Deputy Mayor reported that the AGM would be held on 21st October at 7 pm

The Greig Hall – Cllr Mills reported that the work to replace the glazing in the main hall would be proceeding.

Church Street Property Trust – Cllr M Cargill confirmed that the next meeting was on 18th October.

12. 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 Cllr Mills and carried by Council.

13. Dates of future meetings

Planning Committee – Monday 20th October at 7 pm.

Finance & General Purposes Committee - Tuesday 28th October at 7 pm.

Full Council – Tuesday 4th November at 7 pm.

Unless otherwise stated, all meetings at Globe House.

The Deputy Mayor closed the meeting.