



ALCESTER TOWN COUNCIL

Office of the Town Clerk

Globe House, Priory Road, Alcester
Warwickshire, B49 5DZ
Tel: 01789 766084
Email: clerk@alcester-tc.gov.uk
Web: www.alcester-tc.gov.uk

29th October 2025

To: All Town Councillors
Copies to: Local District and County Councillors

Dear Councillor,

You are duly summoned to the next meeting of the Alcester Town Council, to be held on **Tuesday 4th November 2025 at 7.00pm** at Globe House, Priory Road, Alcester.

Present

Clerk to confirm record of Council Members present to ensure a quorum is met

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

Residents are invited to give their views and question the Town Council on issues on this agenda, or raise issues for future consideration at the discretion of the Mayor, before the start of the Town Council meeting and no later than 30 minutes after the start. Members of the public may not take part in the Town Council meeting itself.

District and County Councillors' Reports

To receive reports from District and County Councillors (such reports to last no longer than 3 minutes each).

A G E N D A (Standing Orders Apply)

1. Armed Forces Covenant

- 1.1 *On the recommendation of the Finance and General Purposes Committee, to authorise the Mayor to sign the [Armed Forces Covenant](#) on behalf of Alcester Town Council. The Mayor to sign the Covenant.*
- 1.2 *To appoint a Town Councillor as the Covenant Champion in Alcester.*
- 1.3 *With the permission of the Mayor, for the President of the Alcester branch of the Royal British Legion to offer a vote of thanks.*

2. Apologies

To receive and approve apologies for absence.

3. Minutes of Council Meetings

To consider the approval of the minutes of the Full Council meeting held on [7th October 2025](#).

4. Declarations of Interest

To receive any Declarations of Interest.

(Note: Members are reminded that, unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest as defined in the Council's Code of Conduct they may not participate in any discussion of or vote on the matter and must also leave the meeting for the duration of the matter).

5. Mayors Report

To receive a report from the Mayor.

6. Town Clerk's Report

To receive a [report from the Town Clerk](#).

The Town Clerk to answer any questions on her report.

7. Finance & General Purposes Committee

To confirm the Chair has been satisfied their Committee members approve the minutes.

The Chair to sign the Committee minutes from the preceding month.

The Chair to answer any questions from Councillors on issues arising from the minutes.

The Town Clerk as RFO to present the [management accounts](#) for the second quarter of 2025-26.

There are no propositions from the Committee other than that regarding the Armed Forces Covenant (which is included as item 1 on the Agenda).

8. Planning Committee

There was no Planning Committee meeting in October.

9. Lead Councillors

To receive reports from Lead Councillors/Working Groups as follows:

9.1 [Flood Resilience Panel](#)

10. Strategic Plan

To consider the [update report](#) prepared by Cllr Mills and the Town Clerk.

11. Community Engagement Policy and Action Plan

To approve the [updated Policy](#) and the [Action Plan](#).

12. Town Council Representatives

To appoint one representative to Moorfield charity.

To receive reports from Town Council Representatives.

12. Payment of Accounts

To receive a report for approval by Council on Payment of Accounts for October 2025.

13. Dates of future meetings

Planning Committee Monday 17th November at 7 pm at Globe House

F & GP Committee Tuesday 25th November at 7 pm at Globe House

Full Council Tuesday 2nd December at 7 pm at Globe House

Vanessa C Lowe

Vanessa Lowe

Clerk to Alcester Town Council

Exclusion of the public from meetings for confidential items of business

To exclude the public (including the press) from a meeting of the Council, it is necessary for the following proposition to be moved and adopted "that, in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for item number(s), which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) as indicated"