



ALCESTER TOWN COUNCIL

Office of the Town Clerk

Globe House, Priory Road, Alcester
Warwickshire, B49 5DZ
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26th November 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 2nd December 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. Apologies**
To receive and approve apologies for absence.
- 2. Minutes of Council Meetings**
To consider the approval of the minutes of the Full Council meeting held on [4th November 2025](#).
- 3. 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).
- 4. Mayors Report**
To receive a report from the Mayor.
- 5. Town Clerk's Report**
To receive a [report from the Town Clerk](#).
The Town Clerk to answer any questions on her report.

6. 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.

There are no propositions from the Committee.

8. Planning Committee

There was no Planning Committee meeting in November.

9. Lead Councillors

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

9.1 [Health and Wellbeing](#)

9.2 [Open Spaces](#)

9.3 [Communications and Corporate Strategy](#)

10. Neighbourhood Development Plan

To receive a verbal report from Cllr Mills on the Pre-Submission Consultation process under Regulation 14 of the Neighbourhood Planning (General) Regulations 2012.

11. Town Council Representatives

To receive reports from Town Council Representatives.

12. Payment of Accounts

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

13. Dates of future meetings

Planning Committee Monday 15th December at 7 pm at Globe House (if needed)

F & GP Committee Tuesday 9th December at 7 pm at Globe House

Full Council Tuesday 6th January 2026 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"