



**A MEETING OF ALCESTER TOWN COUNCIL FINANCE AND
GENERAL PURPOSES COMMITTEE WAS HELD ON
TUESDAY 27th JANUARY 2026 AT 7.00 pm
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

Cllr G Forman (Deputy Mayor and Chair), Cllr D Henderson (Mayor), and Cllr M Bowe

In attendance Mrs V Lowe, Town Clerk

PUBLIC PARTICIPATION

None

1. Apologies

Apologies were received with reasons and accepted from Cllr K Cargill.

2. Declarations of Interest

There were no declarations of interest on agenda items.

3. Minutes of Previous Meetings

The minutes of the previous meeting had been signed at Full Council.

4. Matters arising (not otherwise dealt with on the Agenda)

None

5. Staffing Issues

- a. The Town Clerk reported that she will be attending the SLCC Practitioners Conference on 28th and 29th January.
- b. Following agreement by the Staffing Committee, the Town Clerk reported that Kyla Brown was now working 9 – 3.30 pm Tuesday – Friday and Wendy Sherwood was now working Tuesday – Thursday in the office with a further 2.5 hours worked remotely.

6. Finance Issues

- a. The monthly management accounts which had been circulated in advance were approved. They will be reported to Full Council this month as the Q3 figures.
- b. The Town Clerk reported that the precept request had been sent to Stratford DC who had acknowledged safe receipt.
- c. The Town Clerk reminded Councillors that the external audit for the year 2024-25 had included a comment regarding the fact that the Code of Conduct had not been reviewed during the year. The Town Clerk had queried this with the external auditors and a response had not been received confirming that the Council was only required to consider whether the nationally adopted Code had been updated rather than review the Code itself. The Town Clerk will post this letter on the website.
- d. The Town Clerk has set up a direct debit to pay Water Plus for water at the EPCC.
- e. Allotment renewals are almost complete. The plots which have not been renewed are being reallocated by the Facilities Manager.
- f. Cllr Mills had signed the bank reconciliations for December on 7th January 2026.
- g. The quarterly VAT return had been submitted to HMRC for £3820.28 which had been paid.
- h. Having obtained three quotes, a quotation for pollarding the large poplar tree on Jubilee Fields had been accepted in the sum of £3000 plus VAT. This work is now complete.
- i. The lychgate roof replacement has been completed. The work has attracted lots of positive comments from residents. The next part of this project is the replacement of the gates – quotes are being obtained.
- j. The Town Clerk reported that she had been working on a project with Cllr Mills to refresh the visitor information boards and finger posts in the town. She was pleased to report that £11,085 had been offered by SDC. It was hoped that the whole project could be completed within that sum but there are funds available in the Community Care cost centre if required.

7. Community Grants

The draft Community Grants Policy and application form for 2026 were approved as drawn. There will be a proposition to Full Council to adopt both.

8. Eric Payne Community Centre

It was noted that hire fees for the EPCC had remained unchanged since 2022 – it was agreed to increase them as outlined in the proposal from the Town Clerk. These increases will take effect from 1st April 2026. The Town Clerk will ask the Facilities Manager to notify hirers in advance.

9. Alcester Town Football Club

The Town Clerk reported that the Town Council had been formally contacted by Alcester Town Football Club as tenant of the site on Stratford Road, to request permission to construct a supporter stand. It was noted that the Head Landlord had already granted permission and the Club had applied for planning permission. The Committee were happy to support the request. There will be a proposition to Full Council recommending grant.

10. The Greig Hall

The Town Clerk reported that the Town Council had been formally contacted by The Greig Hall CIO as tenant of The Greig Hall, to request permission to construct a glass veranda on the patio outside the side of the Greig Hall. It was noted that permission was not required from Stratford District Council. The Committee were happy to support the request. There will be a proposition to Full Council recommending grant.

11. Former Moorfields School site

The Town Clerk reported that she had been informed that Warwickshire County Council Cabinet were due to consider the disposal of this site at their meeting on the day of the meeting. The item had been restricted in the agenda so limited information was available. It was agreed that the Town Council would keep up to date with developments but take no further action at the current time.

12. Propositions to Full Council

There are propositions from the Committee at 7, 9 and 10.

There will be agenda items for the quarterly accounts.

The meeting was then closed by the Deputy Mayor.