



# ALCESTER TOWN COUNCIL

Office of the Town Clerk

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27<sup>th</sup> January 2026

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 3<sup>rd</sup> February 2026 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 6<sup>th</sup> January 2026.*
- 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.*

*The Town Clerk to present the [management accounts](#) for the third quarter 2025-2026 and the [bank reconciliation statements](#) for December 2025.*

*There are the following propositions from the F & GP Committee:*

- 6.1** *To approve the updated Community Grants Policy and application form for 2026.*
- 6.2** *As Landlord, to give consent to Alcester Town Football Club to construct a supporter stand in accordance with the proposal in planning application [25/02995/FUL](#)*
- 6.3** *As Landlord, to give consent to The Greig Hall CIO to construct a glass veranda at the Greig Hall in accordance with plans submitted to the Council.*

## **7. Planning 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. Lead Councillors/Working Groups**

- 8.1** *[Cemetery](#) and [Play Areas](#)*
- 8.2** *[Allotments](#)*
- 8.3** *Asset Mapping Task and Finish Group  
To consider the report from the Task and Finish Group*
- 8.4** *Community Grants Working Group  
To appoint members to the Working Group*

## **9. Employer Recognition Scheme Bronze Award Certificate**

*To note that Alcester Town Council has received the [bronze award](#) from the Defence Employer Recognition Scheme.*

## **10. Town Council Representatives**

*To receive reports from Town Council Representatives*

## **11. Payment of Accounts**

*To receive a report for approval by Council on Payment of Accounts for January 2026.*

## **12. Dates of future meetings**

*Planning Committee Monday 16<sup>th</sup> February at 7 pm at Globe House (if required)  
F & GP Committee Tuesday 24<sup>th</sup> February at 7 pm at Globe House  
Full Council Tuesday 3<sup>rd</sup> March 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"*