



ALCESTER TOWN COUNCIL

Office of the Town Clerk

Globe House, Priory Road, Alcester
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25th February 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 3rd March 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. Co-option of a Town Councillor for Alcester East

To hear presentations from candidates for co-option.

Each candidate to be called individually and to withdraw from the meeting after their presentation.

To consider candidates for the vacancy on the Town Council and to vote to select one candidate.

For the candidates to rejoin the meeting and for the Mayor to announce the name of the candidate to be co-opted.

The successful candidate to be invited to sign their Declaration of Acceptance of Office and to join the meeting.

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 [3rd February 2026](#).

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.

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

7.1 *To consider for approval the annual [Risk Assessment of the Council](#).*

7.2 *To adopt the [Data Protection Policy dated March 2026](#)*

7.3 *To adopt the updated [Document Retention Policy dated March 2026](#)*

8. Planning Committee

There was no Planning Committee meeting in February.

The Chair to update Councillors on any issues of note.

Cllr Mills, as Vice-Chair of the Neighbourhood Plan Review Steering Group to update Councillors on the Regulation 14 consultation process.

9. Consultation on Proposals for Local Government Reorganisation in Warwickshire

To consider the [briefing paper](#) prepared by the Town Clerk and to consider a response to the consultation from the Town Council.

10. Lead Councillors/Working Groups

To receive reports from Lead Councillors as follows:

10.1 *[Eric Payne Community Centre](#)*

10.2 *[Community Resilience Flood Panel](#)*

11. Town Council Representatives

To receive reports from other Town Council Representatives.

11. Payment of Accounts

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

12. Dates of future meetings

Planning Committee Monday 16th March 2026 at 7 pm at Globe House if required.

F & GP Committee Tuesday 24th March 2026 at 7 pm at Globe House

Annual Parish Meeting Tuesday 7th April 2026 at 7 pm at the Eric Payne Community Centre

Full Council Tuesday 14th April 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"