



**A MEETING OF ALCESTER TOWN COUNCIL FINANCE AND
GENERAL PURPOSES COMMITTEE WAS HELD ON
TUESDAY 26th MAY 2026 AT 7.00 pm
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

Cllr G Forman (Mayor), Cllr R Ashfield (Deputy Mayor) and Cllr K Cargill.

In attendance Mrs V Lowe, Town Clerk

PUBLIC PARTICIPATION

None.

1. Apologies

Apologies were received and accepted from Cllr D Henderson.

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 had been appointed to the Management Board of the National Association of Local Councils.
- b. The Town Clerk had attended a WALC training course on Transfer of Assets.

6. Finance Issues

- a. The April management accounts which had been circulated in advance were approved.
- b. The Town Clerk reported that all the community grants had been paid.
- c. The Town Clerk reported that the grant application to Stratford-on-Avon District Council Community Grant Scheme had been successful and ATC had been awarded £26,624.13. The paperwork for this grant will need to be signed at Full Council but is not yet available.
- d. The Town Clerk reported that the application to Stratford-on-Avon District Council to be involved in the project for Climate Change Adaptation audits had also been successful. The paperwork for this grant will need to be signed at Full Council but is not yet available.
- e. It was agreed that Cllr Ashfield, as the new Deputy Mayor should be added to the bank mandate. The Town Clerk will deal with this.
- f. There were no significant payments to report in the month.

7. Terms of Reference

The draft Terms of Reference prepared by the Town Clerk and circulated in advance were approved as drawn. There will be a proposition to Full Council to adopt them.

8. Internal Audit

This item was deferred as the internal audit report had not been received.

9. Investment Strategy

The draft Investment Strategy for 2026-27 prepared by the Town Clerk and circulated in advance was approved as drawn.

10. Financial Regulations

The Financial Regulations were reviewed. It was agreed that no changes were required.

11. Scheme of Delegation

The Scheme of Delegation was reviewed. A minor amendment was agreed. There will be a proposition to Full Council to approve the updated version.

12. Propositions to Full Council

- There are propositions from the Committee at 7. and 11.
- The Internal Audit report will be presented to Full Council.
- The AGAR will be presented to Full Council.
- There will be grant documentation to sign at Full Council in relation to items 6c. and 6d.

The meeting was then closed by the Mayor.