

ALCESTER TOWN COUNCIL
TOWN CLERK'S REPORT – JULY 2026

Actions/Issues arising from Full Council

- Uploaded F & GP updated terms of reference to website.
- Uploaded updated Scheme of Delegation to website.
- Uploaded approved Action Plan to website.
- AGAR and background audit papers sent to the External Auditor.
- Sent signed Community Grant Scheme Agreement to SDC.
- Emailed signed Climate Change Adaptation Grant Agreement to SDC. This was completed on 11th June.

ATC Operations

- Burials/interments in June 2026 – 5 (4 cremated remains and 1 burial)
- Income from EPCC in June 2026 - £1950 plus VAT.
- We have been advised that the Citizens Advice Outreach service is being extended slightly from 1st July 2026. It is now available every Wednesday 10 am to 1 pm. This service is well used and this is excellent news for residents.
- The Climate and Nature Day and the Bioblitz on 9th June were very well received. There were not as many attendees as we had hoped, but sufficient to make it worthwhile. We made it on to the front page of the Low Carbon Warwickshire Network newsletter!
- ATC officers held a meeting with RAAR and the Court Leet on 11th June to discuss a possible River Charter for Alcester.
- I was invited by NALC to attend a round table meeting organised by the University of Birmingham as part of a research project entitled the “21st Century Local Councillor and Clerk”. The research team were looking for real life examples of good practice in parish and town councils and I was able to share many examples from Alcester!
- I met with Real Point web design to discuss the new Visit Alcester website. They have now been commissioned to create the new website. Cllr Ashfield and Cllr Andrews have started work on collecting data from businesses and nearby places of interest.
- ATC's recent work on flooding is to feature as a case study on good practice in tackling flooding. Kyla and I met with the NALC Policy officer to finalise this.
- I am very pleased to report that the new gates on the lych gate have been installed. An excellent piece of work. They still need a top coat of paint but we will get this done when weather conditions allow.
- Thank you to everyone who attended Armed Forces Day on 27th June. Continuing to promote this Day is part of our commitment under the Armed Forces Covenant.
- The kitchen project at the EPCC is now booked to start on 3rd August.

- I have now agreed Heads of Terms with Warwickshire County Council to renew our lease at Globe House which expires in September. We are renewing for a further 10 years on the same terms as previously.
- The weather conditions in the past week or so have been extremely challenging for office staff. I have closed the office from 1 pm each day to ensure everyone's safety. I am approaching WCC to seek permission for an air conditioning unit in the main office.
- Sustainability West Midlands have been booked to undertake our Climate Change Audit on 23rd July.
- We have been copied into a complaint to Cllr Norris and Cllr Juned about the state of Birmingham Road – the tarmac surfacing, the lining, speed of traffic, the street furniture and the lack of hedge cutting. I am seeking to host a meeting for all who may be able to assist in tackling some of these issues.

External meetings attended

NALC Management Board – 2nd June

Royal British Legion 105th Birthday Lunch – 6th June

SDC Parish Forum – 25th June

Martyn's Law Steering Group – 29th June

Vanessa Lowe

Town Clerk

30th June 2026