MINUTES OF THE ALCESTER TOWN COUNCIL MEETING HELD ON TUESDAY 6th OCTOBER 2026 AT GLOBE HOUSE, PRIORY ROAD, ALCESTER

Present
Councillors R Ashfield (Deputy Mayor), K Cargill, M Cargill, L Boyd, W Mills, D Gordon, D Henderson, M Bowe, A Leask, K Greenaway and S Bardha.

In attendance Mrs V Lowe, Town Clerk, Cllr J Norris (County Councillor) and Cllr S Juned (District Councillor).

In the absence of the Mayor (who was attending the High Sheriff's Church Service in Warwick) the meeting was chaired by the Deputy Mayor.

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR
None.

District and County Councillors' Reports
Cllr S Juned (Ward Member for Alcester East) had sent a written report to the Town Clerk which would be circulated after the meeting. She confirmed that the proposals for local government reorganisation had been paused by the government and an update was expected in late October/November. She reported that SDC officers were receiving advice from West Midlands Heritage Trust regarding possible grants for the renovation of The Three Tuns. Cllr Juned had met with Orbit to discuss various issues. She will share these issues with the Town Clerk to avoid double reporting.
Cllr J Norris (County Councillor for Alcester) had submitted a written report in advance of the meeting. He reported that much of his time was taken up with highways issues and he felt that the WCC "Report It" system was not working. He updated Councillors on the outstanding resurfacing work on Birmingham Road. He reported that there had been considerable interest in the Moorfields school site and the process was moving towards final bids. It was noted that the hedge on this site needed cutting back.

1. Apologies
Apologies with reasons had been received from Cllrs G Forman (Mayor), C Chester, V Holyland and J Andrews. These apologies were accepted by Council.
Cllr T Ballinger (District Councillor) also sent apologies after the meeting.

2. Minutes of Council Meetings
The Deputy Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 1st September 2026. They were proposed to be accepted by the Cllr Boyd, seconded by Cllr Gordon and approved by Council; they were then signed by the Deputy Mayor.

Signed……...
3rd November 2026

3. Declarations of Interest

There were no declarations of interest on the agenda items.

4. Mayor's Report

The Mayor was absent from the meeting so there was no report.

The Deputy Mayor reported that she had attended the Leamington Spa Civic Service on 4th October.

The Deputy Mayor thanked Cllr Bowe for his efforts in organising the "Welcome to Alcester" event on 3rd October which she reported had been an excellent event. She also thanked Wendy Sherwood and the rest of the staff team for their hard work in making the event such a success.

5. Town Clerk's Report

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. There were no questions regarding the report.

The Town Clerk reported that, as required, she had posted the vacancy notice for the vacancy on the Council arising following the death of Cllr Neal-Sturgess. Stratford District Council had confirmed that they had not received any requests for an election and so the Town Council were free to co-opt a replacement Councillor. The Town Clerk will contact previous applicants but it was agreed that, as it was so late in the Council term of office, it might be sensible to wait to recruit until May 2027.

6. Finance & General Purposes Committee

There was no Committee meeting in September.

7. Annual Governance and Accountability Return

The Town Clerk reported that Moore had completed the external audit of the AGAR for 2025-2026. Their report had been issued indicating that there were no matters giving cause for concern and no matters to be brought to the attention of the Council.

The Town Clerk reported that she had posted the Notice of Conclusion of the Audit on the notice boards and on the website which completed the process for the financial year 2025-2026.

The Town Clerk was thanked for her work on the audit and congratulated on the outcome.

8. Planning Committee

Cllr M Cargill, as Chair, confirmed that he was satisfied that Committee members approved the minutes from the two meetings in the preceding month, which were then signed. There were no propositions from the Committee and no questions about the minutes.

Cllr Cargill noted the new National Scheme of Delegation which shifted most planning applications to planning officers for determination from 31st October. He felt that this was regrettable but confirmed that the Committee would continue to carefully consider planning applications and raise important issues with planning officers particularly from a local perspective.

9. Alcester Neighbourhood Development Plan Review

Cllr Mills, the Vice-Chair of the Steering Group, reported that the Regulation 16 consultation by Stratford District Council was running from 10th September to 23rd October. It had been advertised in the Stratford Herald

Signed……...

3rd November 2026

and the Redditch Standard. Once this consultation has finished the NDP will go to an independent examiner who had already been selected.

10. Biodiversity Statement

The Town Clerk explained that the Town Council was required to issue a Biodiversity Statement. The previous version had been approved in 2023 and so she had updated the Statement to include references to recent climate change and biodiversity initiatives. The revised Statement was approved as drawn.

11. Standing Orders

The Standing Orders were reviewed by Councillors. Cllr Mills proposed that they were re-adopted without amendment, this was seconded by Cllr Bowe and carried by Council. The Town Clerk reported that NALC had recently been consulting on a new template set of Standing Orders which were expected next year.

12. Local Government Reorganisation

The Town Clerk confirmed that on 7th September, the government had announced that the proposed local government reorganisation had been paused.

13. Alcester Academy

Councillors noted the excellent Ofsted report recently received by Alcester Academy. The Town Clerk was asked to write to the Headteacher to pass on the Council's congratulations.

14. Police and Crime Commissioner Survey

A survey form to advise on police priorities from the Office of the Police and Crime Commissioner had been circulated in advance of the meeting. The Town Clerk was asked to respond.

15. Arrow Valley Solar Farm

It was noted that a consultation was underway in connection with the proposed Arrow Valley Solar Farm. It was agreed that the Town Clerk would convene a small task and finish group of interested councillors to produce a response on behalf of the Council.

16. Lead Councillors

16.1 Open Spaces

A report from Cllr Gordon had been circulated in advance of the meeting. Cllr Gordon was thanked for his report. There were no questions.

16.2 Footpaths

A report from Cllr Henderson had been circulated in advance of the meeting. It was noted that there were some areas which required attention. Cllr Henderson will meet with the Facilities Manager to discuss further.
There were queries raised regarding the bench outside Waitrose (which has been removed), and issues with paths on the Bloor estate. The Town Clerk asked Councillors to refer these issues to the office staff for attention.

17. Town Council Representatives

The Greig Hall – Cllr Mills advised that Cash Access had approached the Hall to request an extension for the community banking hub for 12 months.

Signed……...
3rd November 2026

Church Street Property Trust – Cllr M Cargill reported that grants had been awarded to RAAR, St Nicholas Church, the Wassail event and for The Greig Hall canopy.
Newport's School Foundation – Cllr K Cargill reported that the charity had received lots of grant applications and that the applications process had temporarily closed for new applicants.
Depot Youth Club – Cllr Leask reported on an excellent trip to Drayton Manor. She thanked the Youth Club Leader, Becky Gribben for all her hard work in making the trip such a success.
Royal British Legion – Cllr M Cargill confirmed that work had started to construct the poppy cascade which would hopefully be installed on the Globe island before the poppy appeal is launched on 24th October.

18. Payment of Accounts

The Town Clerk presented the Payment of Accounts for the preceding month. The accounts were proposed to be approved by Cllr Bowe, seconded by Cllr Greenaway and carried by Council.

19. Dates of future meetings

Planning Committee – Monday 13th October at 7 pm (if required).
Finance & General Purposes Committee – Tuesday 27th October at 7 pm.
Full Council - Tuesday 3rd November at 7 pm.
Unless otherwise stated, all meetings at Globe House.

The Deputy Mayor closed the meeting.

Signed……...
3rd November 2026