



**MINUTES OF THE ALCESTER TOWN COUNCIL MEETING
HELD ON TUESDAY 6th AUGUST 2024
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER.**

Present

Councillors M Bowe (Mayor), D Henderson (Deputy Mayor), V Blake, C Neal-Sturgess, A Foster, K Foster, W Mills, G Forman, C Elliott, D Gordon, A Leask, M Cargill and K Cargill.

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

PUBLIC PARTICIPATION AT DISCRETION OF MAYOR

There was a presentation from Raceways Events CIC which is organising the Alcester 10K race on 6th October. This is the 10th year of the event and they are looking for business sponsorship and volunteers.

District and County Councillors' Reports

Cllr Juned (Ward Member for Alcester East) had sent a written report which had been circulated in advance of the meeting. She reported:

- The extension to the UBUS service would not start until October or November 2024.
- Residents in Station Road had requested a "no through road" sign to avoid large vehicles entering the road and needing to turn around. Cllr Juned is seeking advice on this.
- Cllr Juned has reported the poor condition of the rear outbuilding of 15 High Street to the SDC Conservation team. The Town Clerk confirmed that she had also reported this to the SDC Building Control team.
- SDC are undertaking a project to support the viability of High Streets and Alcester has been selected for the pilot.
- Heritage Open Days are on 14/15th September.

Cllr A Foster asked a question regarding the broken fencing at the Hopkins Precinct play area. Cllr Juned confirmed that temporary fencing had now been put in place to ensure that the area was secure.

Cllr Daniell (County Councillor) confirmed that he continued to send out a weekly update to councillors. He reported:

- Many complaints received are regarding parking generally around Alcester and particularly around schools. The advice is generally to find alternative options as new road markings such as double yellow lines are extremely difficult to achieve. He asked Councillors to obtain photographic evidence to help each case. The Warwickshire Police website has an option for reporting nuisance parking.
- Complaints have been received about the state of the old Moorfields school site – vegetation impeding the pavement, graffiti etc. Cllr Daniell is arranging a meeting with officers and the Town Clerk.
- Cllr Daniell had been delighted to award councillor grants to lots of very good applications. He was particularly interested in the Town Council's Bee Squared project. Cllr M Cargill thanked him for the grant for the Community Shed.



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- Warwickshire County Council are looking for suitable locations for EV chargers particularly where residents have no off-street parking.

There was a question regarding speed issues on Stratford Road. Cllr Daniell confirmed that he was due to meet Cllr A Foster to discuss speeding and parking issues. He confirmed that he had delegated budget available to undertake speed assessment surveys. Cllr Juned asked to be invited to future discussions on parking as she had also been contacted about the issue.

1. Co-option of one Town Councillor for Alcester East and one Town Councillor for Alcester West

The Mayor adjourned the meeting and the public were excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960. During the closed session, Councillors heard presentations from three candidates who had indicated that they would like to be considered for co-option. In accordance with the Co-option Policy, Councillors then voted to co-opt two new Councillors.

The meeting resumed.

The Mayor announced the result of the ballot which was that Ruth Ashfield and Lauren Martinson were co-opted as Town Councillors for Alcester East and Alcester West respectively. Each successful candidate signed their Declaration of Acceptance of Office both of which were witnessed by the Town Clerk and both candidates then joined the meeting.

2. Apologies

Apologies were received and accepted from Cllr K Greenaway. Cllr J Harmer (Ward Member for Alcester West) was absent.

3. Minutes of Council Meetings

The Mayor asked Councillors to consider for approval the minutes of the Full Council meeting held on Tuesday 2nd July 2024. The minutes were proposed to be accepted by Cllr Forman, seconded by Cllr Elliott and approved by Council; they were then signed by the Mayor.

4. Declarations of Interest

There were no declarations of interest on the agenda items.

5. Mayor's Report

The Mayor thanked Councillors for attending his Civic Service. He also thanked Rev Katie Cross, Beth Clarke from The Crafty Lunch Club and Alcester Singers for their contribution to the service.

The Mayor had been delighted to start the Duck Race and to judge the scarecrow competition in Oversley Green. He had also been pleased to attend the Myton Hospice Butterfly event at Coughton Court and the Battle of Evesham re-enactment event.

The Deputy Mayor reported that he had been delighted to attend a graduation ceremony at Warwick University and the Warwick Civic Service.

6. Town Clerk's Report

The Town Clerk presented her monthly report which had been circulated in advance of the meeting. In response to a question from Cllr K Foster, she



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updated Councillors on the proposed new banking hub. Cash Access UK are currently looking for premises which must be in a central location and accessible.

7. Finance & General Purposes Committee

The Mayor confirmed that he was satisfied that Committee members approved the minutes from the preceding month, which were then signed.

The Town Clerk presented the management accounts for the first quarter of 2024-25 which were approved as drawn. There were no questions about the accounts.

There were propositions from the Committee as follows:

7.1 To adopt the updated CIL Allocation Policy dated July 2024.

Adoption of this updated policy was proposed by Cllr Blake, seconded by Cllr Mills and carried by Council.

7.2 To authorise the Mayor and Cllr Blake to sign the Lease, Underlease, Licence to Underlet and Charge, Deed of Surrender (Lease) and Deed of Surrender (Underlease) all of which documents were required to facilitate the agreed extension to the leasehold arrangements at the Alcester Town Football Club site on Stratford Road.

This execution was proposed by Cllr Neal-Sturgess, seconded by Cllr Forman and carried by Council. The Mayor and Cllr Blake signed each document with all signatures being witnessed by the Town Clerk.

8. Planning Committee

There had been no Planning Committee meeting in July and Cllr M Cargill confirmed that he had nothing further to report.

Cllr Mills, Vice-Chair of the NDP Review Steering Group reported to Councillors that the Steering Group had met on the previous day. The Group had been discussing affordable housing and had invited Sarah Brooke-Taylor, the Rural Housing Enabler from WRCC to present to them on how to develop local needs housing schemes. It had been noted that the recent ATC Housing Needs Survey had identified 37 households with a need and the latest SDC Housing Waiting List contained 371 households from Alcester. In view of this, the Group had decided to carry out a local call for small sites (for between 6 and 20 houses) which would be advertised in the newsletter. Direct approaches would also be made to appropriate landowners.

9. Lead Councillors

9.1 Cemetery

A report from Cllr Forman had been circulated in advance of the meeting. There were no questions raised.

9.2 Business and Tourism

A report from Cllr Blake and Cllr Elliott had been circulated in advance of the meeting. Cllr Blake explained that it was becoming increasingly difficult for community groups to run events due to increasing demands from SDC and other authorities. It was agreed that the Town Clerk would share these concerns with Cllr Juned. There was a question regarding progress on accessibility to High Street shops. Cllr Blake explained that Warwickshire



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Towns Network were looking to put together advice and support on a county wide basis.

9.3 Communications, Engagement and Strategic Planning

A report from Cllr Mills had been circulated in advance of the meeting. There was a discussion regarding the informal councillor engagement event which had been undertaken and it was agreed that a further event would be organised to coincide with a session of the Community Fridge.

10. Reuse of burial space

A report from the Town Clerk had been circulated in advance of the meeting. The Town Clerk explained that, following a motion from Warwickshire and West Midlands Association of Local Councils on behalf of the Town Council, the National Association of Local Councils (NALC) Policy Committee had adopted the following motion:

“That NALC should approach Members of Parliament and the government with a request to review legislation to give appropriate powers to town and parish councils (who are burial authorities) to extinguish rights of burials and to disturb human remains for the purpose of increasing space for interments when rights of burial have not been exercised for 75 years and in accordance with all the notice, provision and safeguards included in the Bishop's Stortford Cemetery Act 2024.”

The Town Clerk was thanked for her efforts in progressing this motion in her role as Vice-Chair of the NALC Smaller Councils Committee.

11. Town Council Representatives

11.1 Church Street Property - Following the resignation of Cllr Wilson, it was agreed that Cllr Gordon would be appointed to Church Street Property. The Town Clerk will inform the charity.

11.2 Two Shires Greenway – there were no volunteers to replace Cllr Wilson on this group. Cllr Juned agreed to report back to the Council on meetings.

11.3 Reports from other Town Council representatives

Newport School's Foundation – Cllr Neal-Sturgess reported on the recent meeting and funding allocated this year.

United Charities – Cllr K Cargill reported that there was a vacant property which would be advertised in the newsletter.

12. Payment of Accounts

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

13. Dates of future meetings

Planning Committee - Monday 19th August 2024 at 7 pm.

Finance & General Purposes Committee - Tuesday 27th August 2024 at 7 pm.

Full Council - Tuesday 3rd September 2024 at 7 pm.

All meetings at Globe House.

The Mayor closed the meeting.