



ALCESTER TOWN COUNCIL

Office of the Town Clerk

Globe House, Priory Road, Alcester
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27th November 2024

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 December 2024 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. Apologies

To receive and approve apologies for absence.

2. Minutes of Council Meetings

To consider the approval of the [minutes](#) of the Full Council meeting held on 5th November 2024.

3. 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)

4. Mayors Report

To receive a [report from the Mayor](#).

5. Town Clerk's Report

To receive a [report from the Town Clerk](#).

The Town Clerk to answer any questions on her report.

6. Vacancy for a Town Councillor

The Town Clerk reported that an election had not been requested for the current vacancy and [notices](#) had been issued advertising that the Town Council would be co-opting a replacement Councillor.

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 is the following proposition from the F & GP Committee:

7.1 *To adopt the updated [Co-option Policy dated November 2024](#)*

8. Planning Committee

There was no Planning Committee meeting in November.

The Chair to give a brief summary of applications considered by email.

9. Lead Councillors

To receive reports from Lead Councillors as follows:

9.1 *[Communications, Engagement and Corporate Strategy](#)*

Lead Councillor to answer any questions on their reports.

To note that Cllr A Foster has stepped down as Lead Councillor for Road Safety and Speedwatch.

10. Community Engagement Action Plan

To approve the [Community Engagement Action Plan 2024](#).

11. Banking Hub

To receive an update from Cllr Blake on the progress of the Banking Hub.

12. Law Commission Consultation on Burial and Cremation

To consider the [draft response](#) to the [consultation](#).

13. Town Council Representatives

To note the vacancy for a Trustee on The Greig Hall CIO and to appoint a replacement Trustee.

To receive reports from Town Council Representatives.

14. Payment of Accounts

To receive a report for approval by Council on Payment of Accounts for November 2024.

15. Dates of future meetings

Planning Committee Monday 16th December 2024 at 7 pm at Globe House (if required)

F & GP Committee Tuesday 10th December 2024 at 7 pm at Globe House

Full Council Tuesday 7th January 2025 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"