



**A MEETING OF ALCESTER TOWN COUNCIL FINANCE AND  
GENERAL PURPOSES COMMITTEE WAS HELD ON  
TUESDAY 22<sup>nd</sup> JANUARY 2025 AT 7.00 pm  
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

**Present**

Cllr M Bowe (Mayor), Cllr D Henderson (Deputy Mayor), Cllr G Forman, Cllr K Cargill and Cllr A Foster

**In attendance** Mrs V Lowe, Town Clerk

**PUBLIC PARTICIPATION**

None

**1. Apologies**

Apologies were received and accepted from Cllr V Blake.

**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)**

The Town Clerk updated Councillors on completion of the new leases at the Alcester Town FC site reporting that completion had not yet taken place.

**5. Staffing Issues**

- a. The Town Clerk reported that she will be attending the SLCC Practitioners Conference on 29<sup>th</sup> and 30<sup>th</sup> January.
- b. Two councillors and some flood volunteers attended a training session run by Communities Prepared on 15<sup>th</sup> January. The Deputy Town Clerk has arranged further flood volunteer training with Warwickshire County Council which is being held on 27<sup>th</sup> January.

**6. Finance Issues**

- a. The monthly management accounts which had been circulated in advance were approved. They will be reported to Full Council this month as the Q3 figures.
- b. The Town Clerk reported that the precept request had been sent to Stratford DC who had acknowledged receipt.
- c. The sum of £50,000 had been transferred from the CCLA to Lloyds Bank on 18<sup>th</sup> December to cover routine expenditure.
- d. Allotment renewals are almost complete. The plots which have not been renewed are being reallocated by the Facilities Manager.
- e. Cllr Mills had signed the bank reconciliations for December on 7<sup>th</sup> January.
- f. The quarterly VAT return had been submitted to HMRC for £11,866.21 which had been paid.
- g. The Hertford Room and the Depot had been redecorated during the Christmas holidays at a cost of £2150.00.

**7. Community Grants**

The draft Community Grants Policy and application form for 2025 were approved as drawn. There will be a proposition to Full Council to adopt both.

**8. Flexible Working Policy**

The comments received from NALC legal team were noted and the draft policy was approved as drawn. There will be a proposition to Full Council to adopt it.

**9. Sexual and General Harassment Policy**

The draft policy had been circulated in advance of the meeting by the Town Clerk. It was approved as drawn. There will be a proposition to Full Council to adopt it.

**10. Councillor badges**

The quotation from Thomas Fattorini for 10 additional councillor badges was approved and the Town Clerk was authorised to place the order.

**11. Propositions to Full Council**

There are propositions from the Committee at 7, 8 and 9.

There will be agenda items for the quarterly accounts.

The meeting was then closed by the Mayor.