



# ALCESTER TOWN COUNCIL

Office of the Town Clerk

Globe House, Priory Road, Alcester  
Warwickshire, B49 5DZ  
Tel: 01789 766084  
Email: [clerk@alcester-tc.gov.uk](mailto:clerk@alcester-tc.gov.uk)  
Web: [www.alcester-tc.gov.uk](http://www.alcester-tc.gov.uk)

28<sup>th</sup> January 2025

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 4<sup>th</sup> February 2025 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 [7<sup>th</sup> January 2025](#)*

### 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

*The Mayor to report on the Mayor's Civic Awards ceremony held on 17<sup>th</sup> January.  
To receive a report from the Mayor on other matters from the previous month.*

### 5. Town Clerk's Report

*To receive a [report from the Town Clerk](#).  
The Town Clerk to answer any questions on her report.*

### 6. 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 are the following propositions from the F & GP Committee:

**6.1** To approve the updated [Community Grants Policy](#) and [application form](#) for 2025.

**6.2** To adopt the [Flexible Working Policy](#) dated January 2025.

**6.3** To adopt the [Sexual and General Harassment Policy](#) dated January 2025.

## **7. Planning 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 questions on issues arising from the minutes.

There are no propositions from the Planning Committee.

## **8. Lead Councillors/Working Groups**

To receive reports from Lead Councillors as follows:

**8.1** [Cemetery](#)

**8.2** [Climate Change](#)

**8.3** [Play Areas](#)

Lead Councillors to answer any questions on their reports.

## **9. Alcester Academy**

To congratulate Alcester Academy on being identified as one of the [top 10 schools](#) in the Midlands in the Fairer Schools Index and to ask the Town Clerk to write to the Headteacher to pass on these congratulations.

## **10. Strengthening the standards and conduct framework for local authorities in England**

To consider a response to the [government consultation](#). Please see the [draft response](#) prepared by the Town Clerk.

## **11. 80th anniversary of VE Day**

At the request of Cllr Mark Cargill, Chair of the Alcester Branch of the Royal British Legion, to make arrangements to light the town's beacon on Centenary Field on 8<sup>th</sup> May 2025 as part of the national celebrations to mark the 80<sup>th</sup> anniversary of the end of the Second World War. [See details here.](#)

## **12. Town Council Representatives**

To receive reports from Town Council Representatives

## **13. Payment of Accounts**

To receive a report for approval by Council on Payment of Accounts for January 2025.

## **14. Dates of future meetings**

Planning Committee Monday 17<sup>th</sup> February 2025 at 7 pm at Globe House (if required)

F & GP Committee Tuesday 25<sup>th</sup> February 2025 at 7 pm at Globe House

Full Council Tuesday 4<sup>th</sup> March 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"