



**A MEETING OF ALCESTER TOWN COUNCIL FINANCE AND
GENERAL PURPOSES COMMITTEE WAS HELD ON
TUESDAY 25th FEBRUARY 2025 AT 7.00 pm
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

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

In attendance Mrs V Lowe, Town Clerk

PUBLIC PARTICIPATION

None

1. Apologies

Apologies were received and accepted from Cllr K Cargill.

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 was scheduled for 7th March.

5. Staffing Issues

a. The Deputy Town Clerk had organised flood guardian training from WCC which had been attended by 15 residents.

6. Finance Issues

- a. The monthly management accounts which had been circulated in advance were approved.
- b. The sum of £40,000 was transferred from the CCLA to Lloyds Bank on 24th February to cover routine expenditure.
- c. The significant payments made in the month were the final payments due in respect of the Rural Enterprise Hub made from the UKSPF grant. All monies received had to be spent by 28th February.
- d. The Town Clerk has now submitted final spend reports on all the UKSPF and REPF grants.
- e. The BT contracts for phone and broadband had been renegotiated successfully resulting in an annual saving of £1900.
- f. Regrettably a piece of play equipment in Jubilee Fields has been badly damaged by vandalism. This will cost over £600 to replace the parts which had been broken.
- g. Quotes were awaited for repairs to the zip line.
- h. Quotes are being obtained for the upgrade work to footpaths in Weir Fields using the remainder of the s106 funds.
- i. The new councillor badges had been paid for and received.

7. Risk Assessment

The draft annual Risk Assessment which had been circulated in advance of the meeting was discussed and approved. There will be a proposition to Full Council to adopt it.

8. Cemetery Regulations

The updated Cemetery Rules and Regulations had been circulated in advance of the meeting. These were approved. There will be a proposition to Full Council to adopt them.

9. Cemetery Fees

The draft list of fees from April 2025 had been circulated in advance of the meeting by the Town Clerk. The setting of fees is delegated to the Committee and they were approved as drawn. It was agreed to review fees annually in February.

10. Propositions to Full Council

There are propositions from the Committee at 7 and 8.
The meeting was then closed by the Mayor.