



STRATFORD-UPON-AVON TOWN COUNCIL MEETING

28 November 2023

6:30PM AT THE TOWN HALL

Members of the Town Council are hereby summoned to this meeting.

Recording of meetings by Press and the Public

Recording, filming and photography at meetings of the Council, which members of the public can attend is allowed as long as proceedings at the meeting are not disrupted. Recording is not allowed when the meeting has agreed to formally exclude the press and public due to the nature of business discussed. To minimise disturbance to others attending the meeting please switch your phone or other mobile device to silent mode. Unless agreed otherwise in advance, recording and reporting must take place from the public seating area and should be overt and focused on those speaking at the meeting, not other members of the public.

A G E N D A

- 1. To Accept Apologies for Absence**
- 2. Declarations of Interests (on items on the Agenda)**
- 3. To receive written requests for dispensation**
- 4. Public Participation** on matters under which the Council has control or is a consultative body (subject to a time limit of 15 minutes, 3 minutes per speaker)
- 5. To receive an update on the Fred Winter Centre** from Jonathan Ruane Assistant Head of Stratford Services / Fred Winter Centre Manager and Robert Evans, Head of Housing and Wellbeing Services, Spring Housing
- 6. Mayor's Announcements**

7. **To approve the Draft Minutes of the Town Council Meeting** held on 26 September 2023

[26.09.23](#)

8. **To adopt the Minutes of the Civic Heritage Committee meetings** held on 19 September and the draft Minutes of the meeting held on 7 November 2023

[19.09.23](#)

[07.11.23](#)

9. **To adopt the Draft Minutes of the Community Services Committee meetings** held on 17 October and 7 November 2023

[17.10.23](#)

[07.11.23](#)

10. **To adopt Minutes of the Planning Committees** held on 12 September, 3 October and draft Minutes of 24 October 2023

[12.09.23](#)

[03.10.23](#)

[24.10.23](#)

11. **Standing Orders and Terms of Reference**

In accordance with Council's Terms of Reference to receive and adopt the Terms of Reference of all Standing Committee at least annually.
NB: Council Terms of Reference agreed at September 2023 meeting.

Minor administrative changes have occurred to the Terms of Reference of Committees **Appendix A**.

RECOMMENDATION: **That the revised terms of reference for Standing Committees be adopted.**

- 12. To adopt the draft Minutes of the Environmental Strategy Panel**
meeting held on 11 October 2023 and the Environmental Plan 2023
to 2027 **Appendix B and C**

RECOMMENDATION: To receive the Environmental Plan
2023-2027, noting the plan delivery
and progress monitoring

- 13. To adopt the draft Minutes of the Cemetery Extension Task and
Finish Group** held on 23 October 2023 **Appendix D**

14. Town Clerk's Open Report:

- 14.1 Cemetery Extension, Evesham Road (**Appendix E**)
- 14.2 Stratford-upon-Avon Gateway Masterplan Framework (SPD)
- 14.3 Aims and Objectives / Mission Statement (**Appendix F**)
- 14.4 Barclays Business Account - Mandate Change Request
- 14.5 Pay Award
- 14.6 Community Infrastructure Levy

- 15. To receive any written update reports on Outside Bodies from
the Councillors** **Appendix G**

Councillor Vos – Stratford Strategic Partnership

- 16. Verbal Ward Reports** to receive notification of important issues, for
information purposes only, on issues affecting the town.

17. Town Clerk's Verbal Report.

For information only.

18. Date and time of Next Meeting.

6:30pm on Tuesday 30 January 2024 at the Town Hall.

C NASH

Caroline Nash, Town Clerk