

STRATFORD-UPON-AVON TOWN COUNCIL

Town Council

28 November 2023

Meeting commenced: 6.30pm Meeting ended: 8.32pm

Minutes

Present: The Mayor (Councillor Rolfe) in the chair

Councillors:

Alcock	Cleeve
Coles	Dowling
Duck	Fojtik
I Fradgley	J Fradgley
Harding	Hunter
Lee	MacDonald
McNaught Barrow	Petrovic
Rashwan	Smith
Vos	

Clerk: Town Clerk

Press: Absent

Public: Three Members of the public present

Due to a technical hitch, the presentation at Minute 66 was considered later in the meeting. These Minutes reflect the agenda.

61 Apologies

No apologies were received.

62 Declarations of Interest

No Declarations of Interest were made at this point.

63 To receive written requests for dispensation for disclosable pecuniary interests

None were received.

64 To grant any requests for dispensation as appropriate

There were none.

65 Public Participation

Gill Evans asked three questions on the following:

1. Complaint submitted to the District Council's Monitoring Officer
2. Stratford-upon-Avon BID Board and the running of events
3. Stratford-upon-Avon BID and Christmas Light Switch-on event

The Town Clerk informed the meeting that the Town Council had received no complaint regarding Councillor behaviour and that this would need to be addressed to the District Council's Monitoring Officer.

In respect of Question 2, she informed the meeting that the Town Council was no longer required to submit a representative to the BID Board.

In connection with the last question Ms Evans was informed that the Switch-on was currently a partnership between the BID and the Town Council. The Town Clerk undertook to provide a written response to Ms Evans after the meeting.

66 To receive an Update on the Fred Winter Centre

Councillors Rolfe and Rashwan now disclosed personal interests as they were both appointed to Street Arts.

Rachel Chiu, Director of Business Development and Jonathan Ruane Assistant Head of Stratford Services / Fred Winter Centre Manager, attended the meeting to give an update to Members on the Fred Winter Centre (FWC).

Following the presentation, there was an opportunity for questions and several concerns were raised by Councillors. One of the concerns was regarding the role of the FWC in engaging with rough sleepers and the street community in the town. The FWC's approach to addressing homelessness and supporting initiatives that could positively impact the lives of those in need was also discussed. Additionally, observations were made about the security cover at the centre. Rachel and

Jonathan addressed these concerns and provided reassurances that the FWC is receptive and committed to improving in these areas.

The Mayor thanked both for their attendance and expressed willingness to continue further dialogue.

67 Mayors Announcements

The Mayor thanked all those involved in the successful Christmas Light Switch-on which had taken place on 18 November 2023. The Town Clerk was instructed to write a letter of thanks to Stratford-upon-Avon BID, Stratford-upon-Avon Lights Committee and Magic Alley for their support involved with the partnership for the event.

68 To approve the draft Minutes of the Town Council Meeting held on 26 September 2023

It was Proposed, Seconded and

RESOLVED: That the Minutes of the Town Council meeting held on 26 September 2023 be adopted.

69 To approve the draft Minutes of the Civic Heritage Committee meetings held on 19 September and 7 November 2023

It was Proposed, Seconded and

RESOLVED: That the Minutes of the Civic Heritage Committee meetings held on 19 September and 7 November 2023 be adopted.

70 To approve the draft Minutes of the Community Services Committee meetings held on 17 October and 7 November 2023

It was Proposed, Seconded and

RESOLVED: That the Minutes of the Community Services Committee meetings held on 17 October and the 7 November 2023 be adopted.

71 To adopt minutes of the Planning Committees held on 12 September, 3 October and 24 October 2023

It was Proposed, Seconded and

RESOLVED: That the Minutes of the Planning Committees held on 12 September, 3 October and 24 October 2023 be adopted.

72 Standing Orders and Terms of Reference

Consideration was given to the annual review of the Terms of Reference for Standing Committees. Following consideration of minor administrative changes and the removal of the Strategic Partnership Minutes being approved by Planning Committee, it was Proposed, Seconded and

RESOLVED: That the Terms of the Reference for Standing Committees be approved.

73 To note the draft minutes of the Environmental Strategy Panel meeting held on 11 October 2023 and the Environmental Plan 2023 to 2027

It was Proposed, Seconded and

RESOLVED: That the Environmental Plan 2023 to 2027 be approved and the draft Minutes of the Environmental Strategy Panel be noted.

74 To adopt the draft minutes of the Cemetery Extension Task and Finish Group held on 23 October 2023

It was Proposed, Seconded and

RESOLVED: That the draft minutes of the Cemetery Extension Task and Finish Group held on 23 October 2023 be adopted.

Cemetery Extension, Evesham Road

During the July Council meeting, it had been resolved that the decision regarding the cemetery extension project should be deferred. This was done in order to facilitate a more comprehensive evaluation of the project and to obtain a report from the Cemetery Extension Working Group. The intention behind this was to ensure that all Council members, including the recently elected Councillors who may not be fully informed, are thoroughly briefed on the project.

The Chairman of the Working Group had developed a comprehensive plan that presented the various options for consideration and this had been duly considered.

Following detailed discussion and examination of the proposals, it was considered that this Council wished to uphold the decision taken at a previous Council meeting (January 2022), which stated that it was the duty and responsibility of the Town Council to ensure adequate provision of burial land for the town.

Councillors, also requested that, once the Town Council owned the land, every effort be made to allow the land to remain as garden plots until the site's development became necessary and the Town Clerk undertook to investigate this.

Following consideration by members, it was

- RESOLVED:
- (1) That the Town Council continue with the purchase of the land from Stratford-on-Avon District Council with a view to developing the land as an extension to the existing cemetery.
 - (2) Following the completion of the purchase of the land, every effort be explored to allow the land to remain as garden plots until the land was required for development.

76 **Stratford-upon-Avon Gateway Masterplan Framework –
Supplementary Planning Document**

Consideration was given to the Town Council's response to the public consultation on the Gateway Masterplan Framework which was running until Friday 1 December 2023.

Following consideration of the document, general consensus was that the document was underwhelming and fell short of expectations. Councillors were requested to submit their individual comments to the Town Clerk so that a joint response could be submitted, or Councillors were welcome to submit individual responses separately to the consultation.

RESOLVED: That the Town Clerk formulates and submits the Town Council's response to the Gateway Masterplan Framework consultation.

77 **Aims and Objectives / Mission Statement**

Members had met and considered an amended Mission Statement ahead of this meeting. Further consideration on how this would be achieved was considered and it was suggested that prior to the next round of standing committees, that members set aside sometime to consider their action points in line with their Committee's Terms of Reference.

Accordingly, on presentation of the Mission Statement 2023-2027, it was Proposed, Seconded and

RESOLVED: That the Mission Statement 2023-2027 be approved.

78 **Barclays Business Account - Mandate Change Request**

For a further Business Debit Card to be issued by Barclays Bank there is a requirement that there is a Minute Resolution from the Town Council. Accordingly, it was

RESOLVED: That the Town Clerk, Caroline Nash and the Responsible Financial Officer, Georgina Kerrigan be authorised as cardholders for the Town Council.

79 **Pay Award**

RESOLVED: That the annual pay award to staff be noted.

80 **Community Infrastructure Levy**

RESOLVED: To note the report.

81 **To receive written update reports on Outside Bodies from the Councillors:**

The following written reports were received and there were no questions raised by Councillors.

Stratford Town Centre Strategic Partnership – Councillor Vos
Fred Winter Centre - Councillor Rashwan

Verbal update:

Stratford-in Bloom - Councillor J Fradgley
Historic Buildings Preservation Trust – Councillor I Fradgley

82 **Town Clerk's Verbal Report**

Town Trust – Swan Fountain

Councillors Cleeve and Coles now disclosed a Personal Interest as Trustees on the Town Trust

The Town Clerk reported on a request which had been received, on the day of the meeting, for financial support for repairs to the Swan Fountain which is owned by the Town Trust. On this occasion the Council indicated that they did not wish the Town Clerk to enter discussion with the Town Trust on this issue.

Date of Next Meeting

Tuesday 30 January 2024

Chairman: