

STRATFORD-UPON-AVON TOWN COUNCIL

TOWN COUNCIL MEETING

23 April 2024

Item 15 - TOWN CLERK'S OPEN REPORT

1) Council's Chaplain 2024/25

- **To consider the appointment of the Town Council's Chaplain for 2024/25**

The appointment of the Council's Chaplain for the new Municipal year (2024/25) is normally a recommendation from The Personnel Committee. However, their February meeting was cancelled due to limited business. The one item of business which could not be dealt with off-line and required addressing was consideration of this appointment. The Town Clerk discussed this with the Mayor Elect, Councillor Fojtik, who agreed, pending Reverend Doctor Paul Edmondson's approval, to be the Council's Chaplain again for the upcoming year. Members of the Personnel Committee were notified via email and no feedback was received.

Accordingly, the appointment it is **recommended** to Town Council for approval.

2) Community Infrastructure Levy - Avon to Arrow Greenway Project

- **To consider the use of the Community Infrastructure Levy to fund the Feasibility Study**

The Environmental Sustainability Panel had agreed in December 2021 to allocate £1000.00 towards the feasibility study of the Avon to Arrow Project, which was the development of the former

Broom junction – Stratford railway line, into a walking and cycling trail.

This was to be funded from the Climate Change Budget.

The feasibility study has now been completed by Sustrans (APPENDIX 1).

However, the Town Council's contribution to the project was never earmarked as part of the budget setting process.

This report formally requests funding from either the Climate Change Reserves or the Community Infrastructure Levy pot, as the project aligns with its relevant criteria.

*CIL monies can be spent on the **provision, improvement, replacement, operation or maintenance of infrastructure**, or anything else that is concerned with addressing demands that development places on an area.*

The Town Council's CIL policy was agreed in October 2021 and can be viewed at [Policies and Documents, Stratford Town Council \(stratford-tc.gov.uk\)](https://policiesanddocuments.stratfordtowncouncil.gov.uk)

Accordingly, it is **recommended** that the contribution for the feasibility study of the project be allocated from CIL funds.

3) Community Infrastructure Levy - Community Builder Initiative

- **To consider a further request for the Community Builder Initiative**

The Town Council agreed in January 2024 to fund the Community Builder Project for a further year of the project. What was not made clear at the time was that the scheme was for a further two years. The District Council have now requested the Town Council's commitment for a further two years and this is required in order for the agreement to proceed. Members were very supportive of the initiative and one year of funding £5000.00 was included in the budget for 2024/25.

Members now have the following options available to them:

- a. indicating support for the project for a further two years; and to indicate inclusion of the further £5000.00 in the 2025/26 budget, or
- b. it has now been identified that this project, the two year term, can be met from utilising the Community Infrastructure Levy (CIL) as outlined in the report above, or
- c. not to support the project for a second year. Members are advised that this may have a consequence of the delivery of the initiative.

4) Public Spaces Protection Order Consultation

- **To consider the response of the Town Council to the consultation**

The District Council are currently considering making a Public Spaces Protection Order (PSPO) which would tackle anti-social behaviour in public places and be effective across a designated zone in Stratford Town Centre, to prohibit the following specified behaviour:

Causing anti-social behaviour anywhere within 'Stratford Town Centre' when consuming or possessing alcohol.

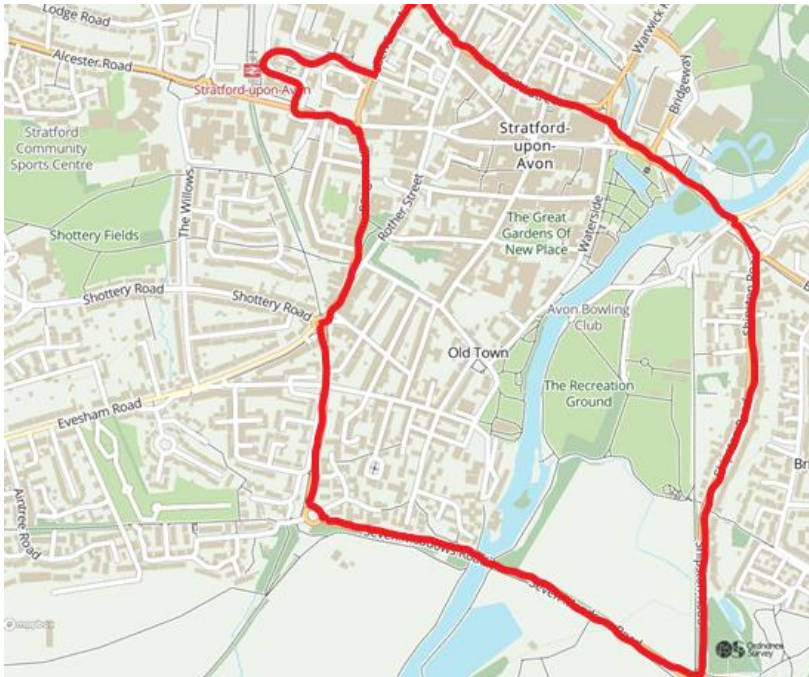
A consultation is currently underway and available at: [Stratford-upon-Avon PSPO Consultation | Stratford-on-Avon District Council](#)

A copy of the draft order can be viewed at [PSPO SDC draft .pdf \(stratford.gov.uk\)](#)

Councillors can either make an individual submission,

agree to a Town Council submission or a combination of both.

A copy of the questions can be found at APPENDIX 2



5) Appointment of Parish/Town Council Representatives to the District Council's Audit and Standards Committee

- **To consider if the Town Council wishes to nominate a representative**

There are currently two places available to representatives of the Town and Parish Council's in the District to serve on the Audit and Standards Committee until May 2027. A role description has been circulated to Councillors and is available as an APPENDIX 3. The role primarily covers the work of the Audit and Standards Committee and to assist the District Council to discharge its duty to promote and maintain high standards of conduct among District Parish and Town Councillors and co-opted Members in Stratford-upon-Avon District. Please note that those Town Councillors who are also District Councillors are not eligible to serve.

There is a remuneration fee of £416 associated with the role.

The options available are to consider a nomination of a Councillor to apply for the position or not.

6) Casual Vacancy

- **To note the vacancy**

A Notice outlining the Casual Vacancy for the Shottery Ward will be published on Thursday 25 April 2024. If an election is to be called then this must take place before the 19 July 2024.

7) Civility and Respect

- **To note the Town Council's Commitment to the Civility and Respect Pledge**

As an annual reminder to all of Council and the wider community of the Town Council's commitment to the Civility and Respect Project. [Stratford-on-Avon Town Council Pledge Certificate July 2023 v1.jpg \(2478x2910\) \(stratford-tc.gov.uk\)](#)

The Civility and Respect Project is an initiative aimed at promoting positive behavior and interactions within local councils and the wider public sector. It addresses concerns about bullying, harassment, and intimidation that can impact the effectiveness of local councils, councillors, clerks, and council staff. The project is overseen by a working group that includes the National Association of Local Councils (NALC), One Voice Wales, the Society of Local Council Clerks (SLCC), and county associations.

The core of the project is the Civility and Respect Pledge, which councils can sign to demonstrate their commitment to civil and respectful conduct. By signing the pledge, councils agree to treat all individuals with civility and respect, implement training programs, adhere to a Code of Conduct, maintain good governance arrangements, seek professional help for civility and respect issues, and call out bullying and harassment if and when it occurs.

**Town Clerk
16 April 2024**