

STRATFORD-UPON-AVON TOWN COUNCIL

TOWN COUNCIL MEETING

24 September 2024

Meeting commenced: 6.30pm Meeting ended: 8.00pm

Present: The Mayor (Councillor Fojtik) in the chair

Councillors:

Albon	Cleeve
Harding	Hunter
Lee	MacDonald
McNaught Barrow	Petrovic
Rashwan	Rolfe
Smith	Vos

Note: With Councillor approval the order of business was altered.

The Mayor introduced Esme Booth, Silver Medallist at the Olympics Paris 2024 who was in attendance and he welcomed her to the meeting.

On behalf of the Stratford-upon-Avon Town Council and the entire community, we extend our heartfelt congratulations to Esme Booth on her outstanding achievement as an Olympic rower. Your dedication, perseverance, and exceptional talent have not only brought pride to our town but have also inspired countless others to pursue their dreams with the same level of commitment and passion that you have demonstrated.

Competing at the Olympic Games is an extraordinary accomplishment, and your representation of Stratford-upon-Avon on such a prestigious international stage fills us with immense pride. Your hard work and success are a testament to the values of discipline, teamwork, and resilience that we cherish as a community.

We look forward to following your continued success in the sport, and we are confident that you will remain a role model for aspiring athletes in our town and beyond. Please accept our sincere congratulations and best wishes for all your future endeavours, both in rowing and in life.

There then followed a round of applause for Esme.

46 **Apologies for Absence**

Apologies were received from Councillors Alcock, Duck, Coles, I Fradgley and J Fradgley and accepted for the reason given.

47 **Declarations of Interest**

Councillor Cleeve disclosed an interest in Minutes 56 and 57 as the site was in her ward.

48 **To receive written requests for dispensation**

There were no requests.

49 **Public Participation**

There was none.

50 **Presentation – Stratford Town Transport Group**

At the invitation of the Mayor, Mr Colin Stewart, Chairman of Stratford Town Transport Group, presented to the meeting its Integrated Transport Strategy and Action Plan.

He outlined to Councillors the:

- Aims & Intended Outcomes
- Transport Vision
- Key Issues Addressed to Deliver the Vision
- Integrated Strategy Concept

He also outlined the Action Plan which incorporated the objectives and actions & priorities.

In acknowledging that the Strategy was developed based on the town's Neighbourhood Development Plan, Members were generally in agreement with the Vision presented.

Subsequently, a detailed discussion took place regarding the possible solutions identified, particularly the enhanced use of active travel, public transport, and increasing the take up at the park and ride services.

Town Councillors were informed that in order for these initiatives to progress, it was essential to apply pressure on the County and District

Councils for their support.

Note - In order for efficiency, consideration of the Strategy was considered at this point of the meeting.

Following a unanimous vote, it was

RESOLVED: That the Town Transport Integrated Transport Strategy and Action Plan be endorsed.

51 Mayor's Announcements

- Ludford Macebearer, Mick Love MBE would be celebrating his 90th birthday later in the week. The Council joined together in singing Happy Birthday.
- Invitation to all Councillors to the sherry reception at the Town Hall on 12 October ahead of the official opening of the mop.
- Silent Disco would be following in the evening for the Mayors Charities.
- A Remembrance concert was to be held on 8 November at the Town Hall, with proceeds to the Poppy Appeal.
- All of his recent events were detailed on his social media account.

52 To approve the Minutes of the Council Meeting held on 23 July 2024

It was proposed and seconded and

RESOLVED: That the Minutes of the Town Council meeting held on 23 July 2024 be adopted.

53 To adopt the draft Open Minutes of the Civic Heritage and Events Committee Meeting held on 16 July 2024

It was proposed, seconded and

RESOLVED: That the draft Minutes of the Civic Heritage and Events Committee held on 16 July 2024 be adopted.

54 **To adopt the draft Open Minutes of the Planning Consultative Committee Meeting held on 20 August 2024**

It was proposed, seconded and

RESOLVED: That the draft Minutes of the Planning Consultative Committee Meeting held on 20 August 2024 be adopted.

55 **To adopt the draft Open Minutes of the Finance and Audit Committee Meeting held on 3 September 2024**

It was proposed, seconded and

RESOLVED: That the draft Minutes of the Finance and Audit Committee Meeting held on 3 September 2024 be adopted.

56 **To receive the draft Open Minutes of the Cemetery Extension Task and Finish Group held on 4 September 2024**

It was proposed, seconded and

RESOLVED: That the draft Minutes of the Cemetery Extension Task and Finish Group held on 4 September 2024 be adopted.

57 **To receive a verbal update from the Cemetery Extension Task and Finish Group**

At the last Council meeting, members were encouraged to submit any ideas and suggestions for the design of the planned cemetery extension to the Town Clerk. No submissions had been received. The Chair of the Group had conducted a site visit alongside the Open Spaces Foreman and Town Clerk to assess the location and gather observations from the officers.

Councillor Lee subsequently had developed a draft design brief, which was being presented to Councillors.

Although the two sites would be developed separately, both should incorporate similar features that aligned with each other and were similar to the existing cemetery. Wherever feasible, existing trees and hedgerows would be integrated into the design.

It was noted that the design would account for current levels of the sites and include any necessary levelling works and appropriate drainage considerations. The Chair, also explained that he had been made aware that there would probably be the requirement to allow the ground to settle following development, which would need to be taken into account in the timeline of the development.

RESOLVED: That the Cemetery Design Brief be accepted.

58 To receive the Standing Orders and Terms of Reference

Following consideration, it was proposed, seconded and

RESOLVED: (1) That the Standing Orders be approved.

(2) That the Terms of Reference for Council be approved.

59 Town Council Policies

Consideration was given to the following policies, which had been recommended for adoption:

- Publication Scheme
- Data Protection Policy

Following consideration, it was proposed and seconded and

RESOLVED: That the Publication Scheme and Data Protection Policy be approved.

60 Town Clerk's Open Report

Integrated Transport Strategy & Action Plan

Considered under Minute 50 above.

61 Warwickshire Association of Local Councils – AGM

All Councillors and officers had been invited to attend the AGM on Wednesday 6th November 2024 at The University of Warwick, Wellesbourne Campus. For the AGM, the Town Council must appoint one voting member (officer or councillor).

Accordingly, it was

RESOLVED: That the Town Clerk be appointed as the voting member for the Warwickshire Association of Local Councils AGM 2024

62 **Appointment to Outside Body – Two Shires Greenway**

Consideration was given to the appointment of a Council representative to the above group.

It was

RESOLVED: That Councillor Albon be appointed as the Town Council representative to the Two Shires Greenway.

63 **Members Allowances**

It was a requirement of the Terms of Reference for Council for Councillors to conduct an annual review of members' allowances.

Town Councillors do not receive an allowance for their services but can claim reimbursement for any expenses incurred while on Council business, such as car parking.

The ability for local councils to pay allowances is provided under The Local Authorities (Members' Allowances) (England) Regulations 2003.

The allowance is to compensate Councillors for their time and expenses incurred in carrying out their duties. This is not mandatory, and it is up to each council to decide whether to offer this allowance.

Councillors were asked whether they wished for the Town Clerk to investigate an allowance scheme for the Town Council.

Councillors were of the view they did not wish to claim an allowance for their service and this was driven by a genuine desire to serve their community.

RESOLVED: That no further action be taken at this review.

64 **Community Infrastructure Levy – Purchase of land for the extension of the Cemetery**

Consideration was given to the utilisation of Community Infrastructure Levy (CIL) funds for the purchase of the land and associated costs for the planned extension. The land purchase was £40,000.

Councillors considered that this project aligned with the relevant criteria.

That 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.’

It was also noted that, in addition, the Town Council would reach out to the District Council to request access to their Infrastructure Funding Statement (IFS), if we are deemed eligible after their current review.

RESOLVED: That the purchase of land from the District Council and associated costs for the project for the Cemetery Extension be allocated from the Community Infrastructure Levy designated reserve, to the extent that the balances permit.

65 **To receive update reports on Outside Bodies from Councillors**

Stratford Town Trust – Lewis McNaught
Fred Winter Centre – Cllr Rashwan
Community Builder Project – Cllr Petrovic

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

Councillor Rolfe gave an update on highways in her ward and detailed the work being undertaken on Birmingham Road.

67 **Town Clerk’s Verbal Report**

The Responsible Financial Officer gave an update on the final Annual Governance Statement, External Auditor Report and the notice of conclusion of Audit, which had been delayed. The Town Council would

still be required to publish an Interim Statement by the 30 September 2024.

68 **Date and time of next Meeting**

Tuesday 26 November 2024 at 6:30pm

The Mayor informed the meeting that the Council meeting scheduled for January 2025 would need to move to Tuesday 7 January 2025 (with Planning Committee moving to 4pm).

Chairman: