

STRATFORD-UPON-AVON TOWN COUNCIL

26 November 2024

Town Clerk's Open Report

Agenda Item 14

1) Stratford Local History Society – Museum of Stratford

- **To consider a request for funding**

Stratford Local History Society has submitted a request for a grant of £10,000 to support a museum project aimed at preserving and showcasing local history for the benefit of the town.

Members will be aware that the Town Council's initiative scheme runs until 30 September each year. However, given the unique nature of this project and its potential value to Stratford-upon-Avon, the Town Council may wish to consider this request outside the normal cycle.

If approved, it is recommended that the grant be awarded with specific conditions, including:

- Submission of additional financial documentation for review
- Provision of a project implementation and outcome report to ensure accountability
- Evidence of match funding

Financial

The applicants are seeking funding for 2025/26, and since the Town Council is preparing to set the budget at their upcoming meeting, it would be beneficial for us to consider this matter now.

Options

Support, not support or consider an alternative amount/action.

Matt Goodman (Chairman) and David Austin (project lead) will attend the meeting to explain more about the project. A copy of the Business Case and Initiatives Application has been forwarded to Members of the Council under confidential cover. (Appendix 5 and 6)

2) Worths Way Public Open Space and Play Area, Stratford-upon-Avon

- **To consider the offer of the ownership of public open space and a play area at Worths Way**

In accordance with the S106 Agreement dated 22 May 2002, the Town Council has been offered the opportunity to transfer ownership of the aforementioned land (Appendix 4) for a nominal fee of £1.

There would also be a Maintenance Contribution Fee payable to the Town Council for the ongoing management of the land.

The Town Council have 28 days to consider the offer. If the Town Council decides to decline, the land and associated fee will be offered to the District Council, which currently manages similar areas in the town. Should they also decline, the land will remain with the developer and may be transferred to a Management Company in future.

Financial

As members are aware, the Town Council does not currently own any other play areas within the town. If the Town Council wishes to consider this offer, several factors will need to be evaluated, including insurance, the duration of the fee, the entity responsible for conducting weekly inspections and risk assessments, the requirement for an annual ROSPA inspection, and the overall costs related to general maintenance and replacement and be budgeted for accordingly.

Options

The options open to the Council, are to accept or decline the offer,

3) Pay Award

- **To note that the staff pay award for 2024 has recently been announced and to confirm the award of backpay.**

The annual pay award for staff was announced on 23 October 2024, and is to be backdated from 1 April 2024. This has been met within existing budget.

Councillors will be aware that there where recent changes to National Insurance Employer Contributions which will impact staffing costs in the future and will be taken into account during the upcoming budget setting for the Council.

4) Appointment of Responsible Financial Officer (Maternity Leave Cover)

- **That Odette Ghent be appointed as the Council's Responsible Financial Officer for the period of maternity leave cover.**

Due to the upcoming maternity leave of the current Responsible Financial Officer, it is essential to confirm a replacement RFO for the duration of the leave.

Town Clerk
19 November 2024