

STRATFORD-UPON-AVON TOWN COUNCIL

COUNCIL

31 January 2023

Meeting commenced: 6:30pm Meeting ended: 8:15pm

Present: The Mayor (Councillor Cleeve) in the Chair

Councillors:

Alcock	How
Curtis	Jackson
Dowling	Mackenzie
I Fradgley	Rolfe
J Fradgley	Vos
Harding	

Clerks: Town Clerk and Responsible Financial Officer

Press: Absent

Public: There were members of the public present

60 Apologies

Apologies were received from Councillors Coles, Dyer, Fojtik, Lee, Taylor and Warren-Howles and were accepted for the reasons given.

61 Declarations of Interest

There were no declarations of interest.

62 To receive written requests for dispensation for disclosable pecuniary interests

None were received.

63 To grant any requests for dispensation as appropriate

None were received.

64 **Public Participation**

None.

Mayor's Announcements

The Mayor welcomed Councillor Jackson to Council business following his absence.

Council members were reminded of the need to review and, if required, modify the Registered Disclosable Interest form.

65 **To Adopt Open Minutes of the Council Meeting held on 22 November 2022**

It was Proposed, Seconded and

RESOLVED: The Open Minutes of the Town Council Meeting held on 22 November 2022 be approved.

66 **To Adopt Open Minutes of the Planning Meetings held on 8 November 2022 and 10 January 2023**

It was Proposed, Seconded and

RESOLVED: The Open Minutes of the Planning Committee Meetings held on 8 November 2022 and 10 January 2023 were approved and adopted.

67 **To Adopt Open Minutes of the Finance Committee Meeting held on 15 November 2022**

It was Proposed, Seconded and

RESOLVED: The Open Minutes of the Finance Committee meeting held on 15 November 2022 were approved and adopted.

68 **To Adopt the Draft Open Minutes of the Personnel Committee Meeting held on 6 December 2022**

It was Proposed, Seconded and

RESOLVED: The Draft Open Minutes of 6 December 2022 were approved and adopted.

69 **To Adopt the Draft Open Minutes of the Community Services Committee Meeting held on 6 December 2022.**

It was Proposed, Seconded and

RESOLVED: The Draft Open Minutes of the Community Services Committee Meeting held on 6 December 2022 were approved and adopted.

70 **To Adopt Open Minutes of the Civic Heritage and Events Committee Meeting held on 6 November 2022.**

It was Proposed, Seconded and

RESOLVED: The Open Minutes of the Civic Heritage and Events Committee Meeting held on 6 November 2022 were approved and adopted.

71 **To Adopt the Open and Draft minutes of the Youth Town Council Meetings held on 29 September and 3 November 2022.**

It was Proposed, Seconded and

RESOLVED: The Open and Draft Minutes of the Youth Town Council meetings held on 29 September and 3 November 2023 were approved and adopted.

72 **Budget and Precept 2023/24**

In the absence of the Chairman and Vice-Chairman of Finance and Audit Committee, Councillor Curtis lead on this issue giving an account of the budget review undertaken at the Finance & Audit Committee meeting earlier in the month,

which resulted in the recommendations contained in the Responsible Financial Officer's Report. An amended version of the budget was circulated at the meeting to include the Election Expenditure for May 2023 which had been inadvertently missed from the budget. Appendix A - 2023-24 Budget Proposal Final Draft Jan 2023 Summary (revised).

By increasing the Precept very slightly, the Committee had been mindful that it would be insensitive and unfair to increase it significantly when there was currently so much financial hardship in the community.

It was Proposed, Seconded and unanimously

RESOLVED: To approve and adopt the final draft of the 2023/2024 budget
Appendix A - 2023-24 Budget
Proposal Final Draft Jan 2023 Summary
(revised).

It was further Proposed, Seconded and unanimously

RESOLVED: That a Precept request of £582,238 be submitted to the District Council, which is based on the rate charge per Band D household being increased by 2.5%, which is an increase of £1.02, to £41.88.

Councillors wished to record their thanks to the Responsible Financial Officer for his excellent and extensive work in formulating the budget.

Town Clerk's Open Town Council Report

73 Appointment of the Responsible Financial Officer

Members were informed that this would be the last Council meeting that Mr Phil Mills would be attending as Responsible Financial Officer following his handover period to the new Responsible Financial Officer.

Members voiced their sincere thanks to him and his service to the Town Council and handed over to him was a leaving gift. Members wished him well and welcomed Mrs Georgina Kerrigan to her new role.

Accordingly, it was

RESOLVED: (1) That Mrs Georgina Kerrigan be appointed to the position of Responsible Financial Officer to Stratford-upon-Avon Town Council with immediate effect.

(2) That the Council places on record its thanks to Mr Phil Mills for his service since 2015 as Finance Officer, Deputy Town Clerk and Responsible Financial Officer to Stratford-upon-Avon Town Council.

74 Appointment of Town Council representative to Outside Bodies – Stratford-upon-Avon Town Transport Group

Following the recent resignation of Councillor Jackson to this group a request for a replacement Councillor was tabled for the remainder of the term of appointment.

Following a unanimous vote, it was

RESOLVED: That Councillor Harding be appointed to the Stratford-upon-Avon Town Transport Group for the remainder of the term of appointment.

75 South Warwickshire Local Plan Issues and Options consultation

Stratford-on-Avon and Warwick District Councils were working together to produce a new South Warwickshire Local Plan to cover the combined geographic area. This new local plan would set planning policies about where and how new jobs, homes and infrastructure would be delivered in the context of place-shaping and addressing climate change.

The Issues and Options Consultation would run for 8 weeks from 9 January to 6 March 2023 and sought the views of residents, businesses, developers, infrastructure providers, community groups and all other stakeholders on how to plan for the future of South Warwickshire up to 2050.

Members had been invited to the briefing sessions being laid on and there were also various public sessions available.

Council was asked how best to proceed with responding to the consultation.

Members considered that the full consultation document was extremely complex, although the Town Clerk advised not all questions required responding to. Following discussion on the most appropriate method of compiling a corporate Town Council response it was suggested that this matter be forwarded to the Planning Committee meeting on 21 February 2023 and that the Council's Planning Advisor be asked to lead this response. It was also stressed this would not stop Councillors from completing the consultation individually.

It was

RESOLVED: That Planning Committee consider the corporate response on the Issues and Options consultation for the South Warwickshire Local Plan.

76 Cemetery Extension Task and Finish Group

As requested, the Group had met and considered the project to date in light of the further information gathered as the project processed.

Legal advice and confirmation from the District Council of agreement to extend the Preliminary Agreement was still awaited.

Accordingly, it was agreed that further consideration be DEFERRED until the information was received and digested

by the Group.

77 Calendar of Meetings 2023/2024

Councillor I Fradgley requested that an additional Planning committee be included after the AGM in 2023 in order to tie in with Planning Authority's deadlines. In addition, following a request that the Annual Photograph did not take place at the July Council meeting, as this fell within school holidays. It was agreed that it take place at the 26 September 2023 Council Meeting.

RESOLVED: That the Calendar of Meetings (Appendix B to these Minutes) be approved.

78 Cemetery Chapel Repairs

After Christmas an issue had arisen with the condition of one of the Cemetery Chapel gables. This had required urgent work to be undertaken to ensure the safety of the building and the surrounding area. This would ordinarily have been reported to the next Community Services Committee. However, as this was not until the 14 February and it was imperative that work commenced before this, the Chairman of the Committee had agreed to the work being carried out subject to no objection from any Community Services Committee member.

Since then, there had been further additional deterioration of the building discovered and this work is summarised in the agenda report. To expediate matters ahead of the Community Services Committee, the request to approve the work had come straight to full Council.

Alarmingly, the Town Clerk reported verbally that further deterioration had subsequently been identified.

It was

RESOLVED: To approve the additional urgent work to the Cemetery Chapel

79 Mayor and Deputy Mayor Elect 2023/24

It was Proposed by Councillor Alcock and Seconded by Councillor J Fradgley and unanimously

RESOLVED: To affirm Councillor Catherine Lisbeth Rolfe (commonly known as Kate) as the Mayor Elect, to take office on 19 May 2023, subject to re-election; and

That the Deputy Mayor Post be filled after the May local elections at the Mayor Making/Annual Council meeting.

80 **Written Reports by Representatives to Outside Bodies**

- Historic Buildings Trust – Councillor I Fradgley
- Stratford Town Trust – Councillor Jackson
- Stratford in Bloom – Councillor Warren-Howles

81 **Verbal Ward Reports**

- Councillor J Fradgley reported on the Mini Meadows scheme
- Councillor Rolfe reported on Trees Call to Action Project in Stratford District and gave an update on the Knights Lane, Tiddington (Arden Heath development) pavement
- Councillor How reported on the progress of the Community Builder officer
- Councillors Cleeve, J Fradgley and Rolfe reported on recent walk around with Police within the town

82 **Town Clerk's General Verbal Report:**

No verbal update was given.

Date of Next Meeting The next Meeting of the Town Council will take place with at 6.30pm on Tuesday 28 March 2023.

The Annual Town Meeting would take place at 7:30pm on Thursday 2 March 2023.