



STRATFORD-UPON-AVON TOWN COUNCIL

COMMUNITY SERVICES AND ENVIRONMENT COMMITTEE

Tuesday 18 February 2025

Meeting commenced: 6:30pm Meeting ended: 7:32pm

Minutes

Present
Councillors:

Cleeve	Hunter (Chair)
Petrovic	Rashwan
Smith	Vos

Clerk:	Lisa Campion
Officers:	Odette Ghent, Responsible Finance Officer
Press:	No members of the press were present
Invited Guests:	David Bishton (Vice Chair) and John Elliott (Treasurer), Stratford Christmas Lights Committee
Public:	Dr Roy Lodge

28) Apologies

Apologies were received from Councillors Coles, J Fradgley and Rolfe and were accepted for the reasons given.

Councillor MacDonald was not in attendance.

29) Declarations of Interest

Councillor Smith for Christmas Lights Committee – Minute 36.b

30) To receive written requests for dispensation for disclosable pecuniary interests

None were received.

31) To grant any requests for dispensation as appropriate

None were received.

32) **Public Participation**

There was no public participation.

33) **To approve the draft Minutes of the Community Services and Environment Committee held on 15 October 2024**

It was Proposed, Seconded and

RESOLVED: That the Minutes of the Community Services and Environment Committee Meeting held on 15 October 2024 be approved as a correct record.

34) **To adopt the draft notes of the Climate Change Group Meeting held on 15 January 2025**

It was Proposed, Seconded and

RESOLVED: That the draft notes of the Climate Change Group Meeting held on 15 January 2025 be adopted.

35) **To adopt the draft notes of the Website, Social Media & Newsletter Panel held on 17 October 2024, 15 November 2024, 13 December 2024 and 18 January 2025**

It was Proposed, Seconded and

RESOLVED: That the draft notes of the Website, Social Media & Newsletter Panel meetings held on 17 October 2024, 15 November 2024, 13 December 2024 and 18 January 2025 be adopted.

Councillor Cleeve expressed her thanks to Lisa Campion for her work on the website and social media.

36) **Town Clerk's Open Report**

Community Services

a. To receive an update on the Cemetery and Tranquility Garden Fees increase

Due to the cancellation of the Community Services and Environment Committee Meeting scheduled for 3 December 2024, the suggested fee increases for the Cemetery and Tranquility Garden were issued via email to all Councillors for consideration. These had been provisionally agreed.

Accordingly, it was Proposed, Seconded and

RESOLVED That a unanimous decision of a 10% increase of fees for the year 2025/26, be agreed.

b. To receive a presentation from David Bishton, Vice Chair of Stratford-upon-Avon Christmas Lights Committee and John Elliott, Treasurer of Stratford-upon-Avon Christmas Lights Committee

Members received a presentation from David Bishton for additional funding of £10,000 for Stratford-upon-Avon Christmas Lights Committee ('SCLC').

There had been major contractual problems with the previous installers of the Christmas lights. It had also been necessary to replace numerous items which had been lost by the contractor.

The cost of installing and removing the Christmas light displays are subject to substantial VAT payment and they have been advised by HMRC they are not eligible to reclaim this. This is the main reason for the request for additional funding from the Town Council.

SCLC stated they are the only volunteer lights organisation responsible for funding and installing such a large display, other towns and cities in the country arrange similar displays and are fully funded by their District or Town Councils. It was noted also due to a decline in funding from several large contributors.

Last year's lights had been in danger of not being installed as the SCLC volunteer organisation was on the point of being disbanded. Due to the scope of the undertaking, not one organisation in the town could commit the resources in the short timeframe.

The lights were organised by a totally unpaid group of volunteers, there was some considerable expertise within the group of volunteers who carry out both contractual and technical work on the displays – this is able to save on further costs associated with putting on the display in the town.

David highlighted that, additional funding must be sourced for the display to be continued in the town.

Once the presentation had finished, there were a number of questions from Councillors.

David further informed the meeting that the poppies installed on the Town Hall required refurbishment at a cost of £500.00 plus VAT.

The representatives from SCLC then left the meeting.

Due to the confidential nature of the business to be discussed, the Chair proposed and it was agreed to move into confidential session.

It was proposed by Councillor Cleeve and Seconded by Councillor Vos and then unanimously

RESOLVED	That refurbishment of the poppies be carried out and the invoice addressed and sent to Stratford-upon-Avon Town Council for payment.
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Regarding the further request for funds in the sum of £10,000. It was proposed by Councillor Rashwan and seconded by Councillor Petrovic and then unanimously

RESOLVED	That the Town Council wait for the end of this financial year, 31 st March 2025 to review their own financial position at year end and to then make a decision on this request from SCLC.
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An exempt minute has been produced for members of the Committee only.

Environment

a. To approve the Terms of Reference for the Climate Change Group

It was Proposed, Seconded and

RESOLVED That the Terms of Reference for the Climate Change Group be approved.

b. To receive an update from the Chair of the Working Group

Councillor Jenny Fradgley was absent for the meeting but the report prepared for the meeting would be circulated alongside the minutes of this meeting.

37) Town Clerk's Verbal Report

No verbal report had been provided by the Town Clerk.

38) Date of Next Meeting

The date of the next meeting will be held at the Town Hall on Tuesday 15 April 2025 at 6:30pm.

The Chair declared the meeting closed at 7:32pm.

Chairman: