

STRATFORD-UPON-AVON TOWN COUNCIL

AIMS & OBJECTIVES TASK & FINISH GROUP MEETING

18 FEBRUARY, 2020

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Present:  
Councillors

|            |                          |
|------------|--------------------------|
| Cleeve     | How (Chairman)           |
| Coles      | Mayor Rolfe (ex-officio) |
| J Fradgley | Warren-Howles            |
| I Fradgley |                          |

Clerk: Town Clerk

Apologies: No apologies received

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30) Notes from the meeting held on 14 January, 2020

These were approved as a correct record.

31) Funeral Fair

All were in agreement that the Town Council should stage a 'Funeral Fair' in late May 2021.

By chance, Councillor Cleeve, the lead member for this initiative, mentioned that 'death should not be a taboo subject, but so often is'. Members caught onto the phrase, and the fair is likely to be branded 'Not a Taboo Subject' – Stratford-upon-Avon Town Council Funeral Fair.

Similarly to a Wedding Fair, commercial organisations would be charged for a pitch.

It was AGREED that this initiative should proceed to Mayoral, Civic Ceremonial and Events Committee with the recommendation that a working party is instigated to start planning the event, with particular focus on the budget requirement which can be factored in to the 2021/2022 budget deliberations.

32) St Peter's Churchyard

Councillor Warren-Howles confirmed that she had now received the grant from Warwickshire County Council. She advised that the group of volunteers have begun clearing, being mindful of nesting birds,

which is being monitored and a habitat and indigenous plant management file maintained. SDC, which has a contract to mow the churchyard twice a year, has been advised not to mow until instructed.

A group of enthusiastic volunteers, the Avenue Assist Group, of which Councillor Warren-Howles is a member, has extended their Avenue remit to include St Peter's Churchyard.

Concern has been raised regarding the condition of the gravestones, and professional advice has been sought and permission must be granted before any repair or remedial work is undertaken.

Work is ongoing and Councillor Warren-Howles confirmed that she would have more to report at the next meeting.

### 33) Training – Public Speaking

The Town Clerk advised that she had received a request from Councillor I Fradgley for installation of amplification in the Council Chamber to capture and relay the debate for those who find it hard to hear members who are softly spoken.

She advised the Aims & Objectives Task & Finish Group that public speaking training would be far more beneficial and cost effective and should boost the confidence of those seeking a more prominent public role, i.e. Mayor, Deputy Mayor or Chairman of a Standing Committee.

It was recommended that Ms Ruthie Copeman, a long-time associate of the Town Council who is professionally qualified should conduct two 45 minute sessions in the art of public speaking. Members will be required to practice the technique to maximise the effectiveness of the training.

As there is sufficient money in the training budget, and all were in agreement that this training should be provided as a high priority for all members, the Town Clerk confirmed she would arrange the training in this fiscal year.

### 34) Training – CPR/Defibrillators

These two issues were considered concurrently.

Councillor Cleeve confirmed that following the exercise of logging the location of all the defibrillators in the town, undertaken by Councillor I Fradgley, a clear map detailing the locations has been produced by Councillor Lee.

Councillor I Fradgley was requested to circulate the map electronically and that it should be published on the Town Council website and appear in an edition of Bridging the Gap.

Knowing where the defibrillators are located is just the start, knowing how to use them is of paramount importance. Councillor Cleeve advised that she would like to take forward her proposal to hold free public sessions to train the community in CPR/Defibrillator use.

It was AGREED that prior to conducting these public sessions, the Council and staff, particularly those involved in front of house and events, should receive the training. A photographic record of the sessions will be captured and used as publicity for the public event/s.

As Councillor Cleeve is willing to provide the training free of charge, in-house training can commence immediately and it was agreed that this would be conducted prior to the next Town Council Meeting on 31 March. Members and staff would be required to arrive by 4:45pm for a prompt start at 5:00pm. This should provide just enough time, although it was noted that the public sessions would last for 2 hours.

It was AGREED that the public event would be recommended to the Mayoral, Civic Ceremonial & Events Committee for approval and instigation and it was hoped that a session would be held in the day during the school summer holidays so children could also attend.

### 35) Review of Committee Structure

Councillor How advised that his review of the Council's Committee Structure has been delayed but he would bring a recommendation to the next Aims & Objectives Task & Finish Group meeting.

In the first instance, he intends to start mapping all the existing groups, from standing committees to working parties, to see how they relate to one another and interact. There currently appears to be considerable duplication of issues being passed from one group to another.

Analysis of the Terms of Reference of each committee should play a part in the exercise, for currently, committees appear to have little power to act and can only recommend. Additionally, no ToR, with the exception of the actual Climate Change Emergency Panel, makes mention of climate change and how the Council's practices and procedures must take account and align with its aim to combat and reduce its carbon emission.

The Town Clerk advised that the review/appointment of members to standing committees and sub-groups takes place at the April Town Council meeting (except in an election year) so there is a seamless transition from one fiscal and Mayoral year to another, with no business interruption.

36) Youth Council

Councillor Cleeve gave a verbal account of the aims and objectives of Youth Councils in general and a more detailed account of her vision for a Stratford-upon-Avon Youth Council as a means of giving 'a voice' to the young of the town.

The Mayor was concerned that it may raise the expectation of young people that the Council will provide facilities or services that are just unrealistic. Questions were also raised with regard to administering a Youth Council from a Town Council manpower resource perspective, and where a Youth Council it would sit in the Council's governance structure.

It was AGREED that Councillor Cleeve would research this initiative further by talking to those who have a Youth Council in place and bring her findings and recommendations to the next non NDP Aims & Objectives meeting.

37) Empty/Pop-up Shops

Although an interesting concept, it was considered that this initiative was outside the Town Council's remit and would not be taken further at this time.

38) Date, Time and Venue of Next Meeting

Town Hall, 10 March, 2020 at 5:00pm – NDP;

Town Hall, 7 April, 2020 at 5:00pm – Non NDP.

*The Chairman declared the meeting closed at 6.27pm.*