

STRATFORD-UPON-AVON TOWN COUNCIL

AIMS & OBJECTIVES TASK & FINISH GROUP MEETING

19 NOVEMBER, 2019

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Present:

Cleeve	Mackenzie
Curtis	Mayor Rolfe (ex-officio)
How (Chairman)	Warren-Howles
J Fradgley	

Clerk: Deputy Town Clerk

Apologies: Councillors I Fradgley and Taylor

Absent: Councillors Alcock, Coles, Dyer, Fojtik and Wall

13) Notes from the meeting held on 5 September, 2019

These were approved as a correct record.

14) Neighbourhood Plan – Town Transport Group (TTG)

The relationship between the Town Council and TTG is still to be determined. TTG is not a constituted group and is not affiliated to the Town Council, although Town Council representatives attend the meetings at the Town Hall along with representatives from the District Council and the County Council.

At the TTG meeting on 13 November, Cllr J Fradgley had suggested to the group that they put a proposal forward for consideration by the Town Council as to how they would like their future relationship to work.

It was suggested that representatives / experts from TTG should be invited to Town Council subgroup meetings when matters relating to the Neighbourhood Plan were being discussed. However, until money (e.g. via CIL) is available to fund projects, it will be difficult to move many of the Neighbourhood Plan projects forward as most will required collaboration with (and funding from) the District and County Councils.

Cllr J Fradgley suggested that the Town Council should focus initially at projects which are achievable e.g. green corridors.

Mayor Rolfe suggested looking at priorities and putting forward a project for each of the following:

- short term (e.g. green corridors / tree planting) – this would be ongoing over the term of the Council
- medium term
- long term (e.g. pedestrianisation of the town centre)

It is important to keep pushing projects even before the funding becomes available, in order to get items on lists and agendas (e.g. at the County Council).

It was AGREED to take further discussions offline and report back to the next meeting.

It was also AGREED to invite Mark Heselden to a future meeting to seek his advice on moving forward with the Neighbourhood Plan.

15) 'Dignity in Destiny' Exhibition

It was suggested this could be a possible week day event during normal working hours, making full use of the rooms at the Town Hall without incurring additional staff costs for evening or weekend working.

A feasibility study needs to be undertaken for costs and times, and to determine if there are sufficient interested parties to support the Town Council in proceeding with this event.

Cllr Cleeve agreed to lead on this item, to discuss with the Town Clerk and coordinate with potential interested parties. She will report back at a future meeting.

16) St Peter's Churchyard

Cllr Warren-Howles is leading on this item. Publicity will come via the Stratford Herald and the Observer, with an article in a future edition of Bridging the Gap.

17) Amplification at Town Council meetings

Given the significant costs in purchasing and installing further equipment in the Council Chamber, it was AGREED that this issue will be addressed through training on public speaking and also a polite note to request people to speak up in meetings.

18) Deputy Mayor's Priorities for his mayoral term

Cllr How will meet and discuss with the Deputy Mayor and report back to a future meeting.

19) Dementia Friendly Town

Mayor Rolfe suggested ALL Town Councillors and Officers need to attend training.

A Dementia Friendly Town event is already being planned, liaising with Stratforward BID, encouraging businesses to attend a weekday event at the Town Hall to undergo training and receive accreditation (e.g. window stickers in premises windows). This is planned for 2 March 2020 between 10am to 1pm. There will be a nominal cost for coffee/tea and biscuits.

Cllr Curtis mentioned he is now trained as a Walk Team leader.

It was agreed this matter is in hand.

20) Climate Change Emergency

It was noted that recommendations from the Task and Finish Group are to come to the next Town Council meeting.

21) Defibrillators

The locations of all of the defibrillators in the town have now been identified. It was requested that these are added to the Town Council's Asset Register (& Map) as 'non council' assets as this information is so important.

This item is ongoing. Where there are gaps, it was suggested that ward councillors should be encouraged to work with their community groups to try to push this forward.

Cllr Cleeve agreed to email all Town Councillors to request they check for gaps in coverage in their wards and provide steps to move forward to resolve this. It was noted the cost of a defibrillator is approximately £800 while a secure box to house it in (if required) is approximately £1,100. Some businesses (e.g. Tesco) have them within their business premises but then these are not available outside of working hours. Equipment is also needed in residential areas if it is to be effective (accessible within 5 minutes).

22) CPR Training

It was agreed this could be tied in with Dementia Friendly Training (i.e. 2 x 45 minute sessions). This could be organised on a monthly basis on a weekday at the Town Hall, with occasional evening sessions (note additional staffing costs). It was agreed to look at planning sessions for next year 2020.

23) Youth Town Council

It was agreed this was a good idea to encourage younger people to get involved, but councillors should be mindful of not making any promises which they may not be able to keep, though it would show “we are listening”.

Cllr Cleeve agreed to lead on this and approach local schools to see if there is any interest.

24) Loneliness

This issue is being presented to Council at the Town Council Meeting on 26 November. It is anticipated that Council will agree to participate in this national initiative and that it will be deferred to the appropriate Committee, Mayoral, Civic Ceremonial and Events to be worked up.

25) Structure of Council and Decision Making

Cllr How stated that he is keen to explore ways in which Council’s decision making process can become more efficient. Councillors need to be able to act more quickly on recommendations made by the Standing Committees and subgroups. As things stand, there can be delays due to the 6 week cycle for adoption of minutes at full Town Council meetings to ratify decisions.

Terms of Reference could be considered again to review delegated powers.

There was a concern that some Councillors may not be fully aware of the implications of all recommendations adopted at Town Council. It was agreed that it would be very useful if the Chairman of the Standing Committees could ensure that a summary of the Recommendations and Resolutions is given when presenting the minutes of their Standing Committees and associated subgroups to Council for approval. The Town Clerk has already emailed Councillors relating to this.

26) Date, Time and Venue of Next Meeting

There was some discussion as to the most convenient time for the Aims & Objectives Task & Finish Group meetings, as again there were a number of wards unrepresented at the meeting. Cllr How will email all Councillors to remind them to liaise between themselves to ensure attendance and representation.

It was agreed the meeting had been better attended than previously so it was confirmed the next meeting will again be before the next Finance & Scrutiny Committee meeting:

Tuesday, 14 January, 2020 at 5pm at the Town Hall.

The Chairman declared the meeting closed at 6.20pm.