

STRATFORD-UPON-AVON TOWN COUNCIL

TOWN COUNCIL MEETING

25 July, 2017

Open Minutes pages 1 - 7
Confidential Minutes pages 8 - 11

Present: The Mayor (Councillor Alcock) in the Chair

Councillors:

Applin	I Fradgley
C Bates	Jackson
T Bates	Lowe
Bicknell	Rolfe
Bott	Wall
Dowling	

Clerks: Town Clerk and Finance Officer

Press: Absent

Public: There were no members of the public present

26) Apologies

Apologies for absence were received from Councillors Brain, Fojtik, J Fradgley, Jefferson, Lloyd and Short and accepted for the reasons given.

27) Declarations of Interest

Councillor Rolfe declared a non-pecuniary interest in item 11.4 minuted as 38, 11.7, minuted as 41 and 11.10 and 11.11 minuted as 48 and 49 respectively.

Councillor I Fradgley also declared a non-pecuniary interest in items 11.10 and 11.11.

Although their declarations were non-pecuniary, both Councillor I Fradgley and Rolfe chose not to take part in the vote on agenda item 11.11.

- 28) To receive written requests for dispensation for disclosable pecuniary interests

There were no requests.

- 29) To grant any requests for dispensation

There were no requests.

- 30) Public Participation

There were no public present.

- 31) Open Minutes of Town Council Meeting held on 20 June, 2017

RESOLVED: Open Minutes of Town Council Meeting held on 20 June, 2017 be approved as a correct record.

- 32) Open Minutes of Planning Consultative Committee Meeting held on 27 June and Draft Open Minutes of Planning Consultative Committee held on 18 July, 2017

The Chairman advised that a very slight amendment was required relating to a missing asterisk in the Minutes of the Meeting on 18 July. Subject to the amendment, it was

RESOLVED: The Open Minutes of Planning Consultative Committee Meeting held on 27 June and Draft Open Minutes of Planning Consultative Committee held on 18 July, 2017 be approved and adopted.

- 33) Draft Open & Confidential Minutes of the Mayoral & Protocol Meeting held on 30 June, 2016

The Deputy Chairman pointed out that a number of minutes had been documented as resolved, but in line with the Terms of Reference, they should have been recorded as

recommendations. This also related to draft Confidential Minute 30 which had also been recorded as resolved. The Deputy Chairman proposed an amendment to Minute 30, which was considered, in its current form as somewhat nebulous. The amendment was AGREED (for the resolution, see confidential minutes). The M&P Minutes of the Meeting held on 30 June will be amended accordingly and presented to the next meeting of the M&P Committee.

Subject to the aforementioned amendments, it was

RESOLVED: The Draft Open & Confidential Minutes of the Mayoral & Protocol Meeting held on 4 July, 2017 be approved and adopted.

34) Draft Open and Confidential Minutes of the Human Resources Committee Meeting held on 11 July, 2017

RESOLVED: Draft Open and Confidential Minutes of the Extraordinary Human Resources Committee Meeting held on 11 July, 2017 be approved and adopted.

35) Change of Programme for Remembrance Sunday

It was Proposed, Seconded and

RESOLVED: To adopt the new programme for Remembrance Sunday as from 2017.

It was noted that although the Town Council would, as a body, attend the Church service prior to proceedings in the Garden of Remembrance, members of the Town Council who chose not to attend the Church service should make their way directly to the Garden and await the arrival of the civic party and fellow councillors.

36) Electing the Chairman and Deputy Chairman of Standing Committees concurrent with the appointment of Committee Membership

Opinions were divided on this issue, although there was general agreement that it is important for the Chairmen of Committees

to be appointed early in a new Municipal year to eliminate, as far as possible, business interruption.

Following a lengthy debate a compromise was reached, which will necessitate a change to Standing Order C5 and it was Proposed, Seconded and

RESOLVED: That every committee shall, at its first meeting before proceeding to any other business, elect a Chairman and Deputy Chairman who shall continue to hold office until the first meeting of the said committee in the next municipal year, except in an election year when the Chairman and Deputy Chairman shall hold office until the next Annual Meeting and Mayor Making.

37) Amendments to Terms of Reference

It was Proposed, Seconded and unanimously

RESOLVED: To amend the Terms of Reference of both the Mayoral & Protocol Committee and H R Committee in order to make mention of other Honorarium Personnel:

M&P Committee ToR 2.4 (as amended):

Make recommendation to HR Committee on the appointment of the Beadle and Macebearers and other Honorarium Personnel

HR Committee ToR 1.4 (as amended):

In association with the Mayoral & Protocol Committee, make recommendation to Council on the appointment of the Beadle, and Macebearers and other Honorarium Personnel

38) Review of Stratford-on-Avon District Council's Code of Conduct

The report was noted and the matter will revert to Town Council if and when the District Council adopts the new Code.

The Clerk was asked to follow up the query by Councillor C Bates regarding dispensations and whether these can only be approved by the Monitoring Officer.

39) General Data Protection Regulation/Data Protection Bill 2017

Members were mindful of the need to be totally conversant with this new legislation and ensure that the Town Council is fully compliant with data protection legislation, particularly as Data Processors i.e. Town Council staff, will from May 2018, have legal obligations and carry legal liability for any breach of regulations.

In preparation for this new legislation, it was Proposed, Seconded and unanimously

RESOLVED: To appoint the Local Council Public Advisory Service to undertake a complete Data Protection Audit of the Town Council at a cost of £1,500.

40) Appointment of Governance and Policies Panel

In line with the Terms of Reference of the Governance & Policies Panel, the four Chairmen present, out of the five Standing Committees, expressed a willingness to serve on the Panel, plus one additional member from the Mayoral & Protocol Committee and one from amongst the Standing Committees.

The Chairman of the Mayoral & Protocol Committee was absent from the meeting, and it was agreed that should she be unwilling to take up the appointment, the Deputy Chairman, Councillor Tessa Bates would serve. (Councillor Short subsequently confirmed her willingness to be appointed to the Panel).

RESOLVED: That the following members would serve on the Governance & Policies Panel:

Mayor Alcock (discretionary, ex officio)
Councillor Bates – HR
Councillor Bicknell – GP
Councillor Dowling – F&S

Councillor I Fradgley – PCC
Councillor J Fradgley
Councillor Short – M&P

41) Warwickshire County Council Children's Centres Public Consultation

It was considered absolutely essential that the Town Council responded to WCC's consultation on the closure of Children's Centres in the district, and in particular, the potential closure of the Centre in Stratford-upon-Avon, with the Family Hub being retained in Alcester.

Every Member was asked to express their view on why Stratford should be retained, and these opinions will be captured in the Town Council's response to the consultation.

In essence, the Town Council was not convinced that the reorganisation is in the best interest of children, but if inevitable, WCC should locate the Hub for the district of Stratford-on-Avon in line with geographic centrality. It was also considered that demographically, Stratford-upon-Avon, as the main town within the district, has the most effective public transport service, and is the most accessible location for those travelling from all the other affected locations.

The Mayor closed the debate stating that any further thoughts on this issue should be forwarded to the Town Clerk to assist in the compilation of a comprehensive and robust objection to the proposal to potentially retain the Hub in Alcester and close the Centres in Stratford-upon-Avon, Shipston, Clopton, Lighthorne Heath, Southam, and Wellsbourne.

42) Preparation of Built-up Area Boundaries for Local Service Villages

The report was noted.

The Mayor proposed and it was AGREED that due to the confidential nature of the business to be transacted, that items 11.9. 11.10 and 11.11 of the Town Clerk's Confidential Report, minuted as 47, 48 and 49 respectively, should be moved to Confidential Session.

43) Ward Reports

43.1 Councillor I Fradgley spoke on behalf of Councillor J Fradgley regarding Stratford-in-Bloom. She *‘thanked all those involved in judging the gardens and asked that the completed evaluation forms should be placed in her ‘pigeon hole’ by 31 July and that any photographs taken should be sent to her via email. As a ‘thank you’ to all who took part, they will be invited to the Stratford-in-Bloom Awards Evening on 25 September’.*

43.2 Councillor Rolfe advised that the Banbury Road is to be re-surfaced commencing on 5 August, 2017.

43.3 Councillor C Bates confirmed that both he and Councillor T Bates had attended a meeting in Luddington regarding the proposed South Western Relief Road, which he stated would have an appalling, detrimental impact not just on the Shottery and Hathaway wards, but on the town as a whole.

Councillor I Fradgley responded that another meeting with SDC/CALA and the landowner is scheduled for 31 July but the meeting is by invitation only.

44) Written Reports by Outside Bodies

The written report submitted by Councillor Bicknell following the Shakespeare Line Promotion Group’s AGM was duly noted.

45) Town Clerk’s General Verbal Report - for information only

The Town Clerk advised that a new Civic Photographer has been appointed. Ellie Sloan, from Stratford School, takes up her position immediately with her first engagement being the Mayor’s Bowling Match. She is currently studying photography at A Level and is the daughter of a former professional photographer.

Stratford School’s response to the new concept was hugely enthusiastic and declared that they have many upcoming and talented photography students who would make a successful replacement to Ellie, if they are given the opportunity again.

46) Date and Time of next Town Council Meeting

6:30pm on 3 October, 2017 at the Town Hall. The Town Council photograph will be taken immediately prior to the meeting and Councillors are asked to be robed and ready by 5:45pm.