

**Meeting of Great Alne Parish Council was held at 7pm on Tuesday 18<sup>th</sup> November 2025 at The Conservatory, Maudslay House, Great Alne Park, Henley Road, B49 6HX.**

<b>PRESENT</b>	Cllr Lynn Bowring, Cllr Ian Millard, Cllr Louise Bennett and Cllr Ian Taylor. Mrs Gill Forman Executive Officer for GAPC also attended.
1. <b>APOLOGIES FOR ABSENCE</b>	None
2. <b>DECLARATION OF INTERESTS</b>	None.
3. <b>TO CONFIRM MINUTES FROM THE SEPTEMBER 2025 PC MEETING</b>	Minutes from the September 2025 Parish Council Meeting were approved by the Councillors.
	<b><i>ACTION: Minutes to be signed by the Chairman and filed by the Executive Officer.</i></b>
4. <b>APPOINTMENT OF NEW EXECUTIVE OFFICER</b>	Cllr Bowring welcomed Mrs Gill Forman to the role of Executive Officer and thanked Mrs Kyla Brown for her work on behalf of GAPC
5.	<b><u>OPEN FORUM</u></b>
a. <b>Representations from residents</b>	The Executive Officer confirmed there had been several representation's regarding the closure of Great Alne School. Item 7.a on the agenda was "Update on Great Alne Primary School Consultation", so Cllr Bowring proposed item 5.a be moved to the last item of the Open Forum and combine items 5.a and 7.a. Councillors agreed.
b. <b>Alcester South SNT &amp; crime statistics update</b>	The Executive Officer provided an update on the latest Alcester SNT report. There is nothing to report which is specific to Great Alne, but there have been a number of burglaries in the local area. The local Police have set up a campaign to work with teenagers to reduce knife crime. A resident asked for details clerk to email information. A full copy of the weekly crime statistics and update is available from the Executive Officer on request.  <b>ACTION Clerk</b>
c. <b>County Councillor's Report</b>	Country Councillor, Mr Luke Cooper, attended the meeting. Cllr Cooper said he has sent a report to the Council, but it had not been received. He said he would resend it. Cllr Millard asked Cllr Cooper to chase WCC regarding approval for spending on speed and road safety matters. WCC hold £10k of ring-fenced monies for these projects. Cllr Cooper replied that he had sent an email on 4/10/2025 regarding this funding, he will follow this up.

	<p>Cllr Cooper stated his support for the campaign to save Great Alne School. (Further comments below in 5.a)</p> <p style="text-align: right;"><b>ACTION Clerk</b> (chase missing report)</p>
<p><b>d. District Councillor's Report</b></p>	<p>Cllr Holmes did not attend the meeting. He did not provide an updated Report to the Executive Officer.</p>
<p><b>e. GAKMH parish councillor representative's report</b></p>	<p>Cllr Millard provided the following update on the Memorial Hall:</p> <ul style="list-style-type: none"> <li>• The Committee had a meeting on Monday the 17<sup>th</sup> of November</li> <li>• Bookings were stable</li> <li>• The Art Exhibition on the 8<sup>th</sup> of November was a great success, and the Organisers had donated £300 to the Hall.</li> <li>• The flat roof over the bar needs some work</li> <li>• Key Dates:  Christmas Coffee Morning &amp; Bazaar-10.00am Sat 29 Nov  Christmas is Coming! -5,30pm Sunday 7th December  Christmas Party - 7.30pm Fri 12 Dec</li> </ul>
<p><b>f. Update on Great Alne Park</b></p>	<p>The following was received on email by the Clerk from Adam Hall, Village Manager.</p> <ul style="list-style-type: none"> <li>• Work is underway to install signage which in turn we will then close the gates at the main entrance at night (still accessible as on movement sensor, not ANPR as it stands)</li> <li>• Landscaping has been finished</li> <li>• Debris from the woodland has been removed which was part of the previous factory (Concrete posts etc)</li> </ul>
<p><b>g. Climate Action Group update</b></p>	<p>Cllr Taylor, key volunteer Roger Bennett, and Kyla Brown ran a workshop at the SDC Local Climate Change event on October 17<sup>th</sup>, in which they told the journey of GAPC and its Flood Work Group. This was well received, and they have been contacted by other Councils for help and guidance in starting up their own groups. Cllr Bowring thanked them and stated how the work they had completed in the village had made a big difference which was shown in the last few days of heavy rain.</p> <p>Cllr Bowring reported on the Climate Action Group meeting which took place on the 17<sup>th</sup> October. The group intend to relook at the original plan and objectives. It was also agreed Biodiversity needs a policy and a draft Local Nature Action Plan. Cllr Bowring will work on a draft policy for the next meeting. Cllr Bowring also stated he felt that the group needs to engage with Act on Energy in relation to retro fitting for energy efficiency of old or listed properties.</p>
<p><b>a. Representations from residents</b>  <b>7a. Update on Great Alne Primary School Consultation</b></p>	<p>Residents addressed the meeting and made the following points.</p> <ul style="list-style-type: none"> <li>• In the last 6 months the school has been turned around.</li> <li>• There was a gathering at the school today (17<sup>th</sup>), which was well attended. The BBC, Stratford Herald and Redditch Standard had reporters there.</li> <li>• 19 days after the latest Ofsted report was published the consultation was opened, this does not leave time for the school to act on recommendations, increase pupil numbers and funding.</li> <li>• This consultation is informal, and the closing date is 12/12/2025. If the outcome of this consultation is still possible school closure a formal consultation would take</li> </ul>

<p>6.a</p> <p><b>a.Flooding and Highways</b></p> <p><b>b.Footpaths Project</b></p> <p><b>c.Community Speed Watch / Road Safety</b></p>	<p>place. Unfortunately, pupils are already leaving the school. A petition has been started and a resident, Ms M Clarke, urged as many people as possible to sign it.</p> <p>Cllr Cooper stated his support for the school staying open. He will email the Portfolio holder for Education at WCC Mr Wayne Briggs, to address the points made by Ms Clarke. The WCC Children and Young People Overview and Scrutiny Committee meets on the 25<sup>th</sup> of November and Cllr Cooper will put Councillor and residents points to the Committee at the meeting.</p> <p>The local MP, Manuela Perteghella, is also supporting the campaign to keep the school open.</p> <p>Councillors discussed the issue at length and made the following points:</p> <ul style="list-style-type: none"> <li>• Concern about possible house building in the area in the near future and the need for extra school places this would bring, so it was felt that closing a school was a mistake.</li> <li>• Councillors would appreciate a meeting with the school Governors to explain their position regarding the possible closure.</li> <li>• As regards the possible plans for affordable housing in the village, if there is no school it may be difficult to attract families to the village</li> <li>• WCC should delay any formal consultation until the outcome of the development plans in the SWLP are adopted in the first half of 2026.</li> </ul> <p>Cllr Bowring concluded that he would draft a statement stating the Council's position on the closure, which he would email to Councillors tomorrow (19<sup>th</sup>) for comments. It would then be sent to WCC and The Stratford Herald.</p> <p><b>MATTERS ARISING</b></p> <p><u>General Maintenance Update</u></p> <p>The Clerk reported to Councillors she had received an email inquiring about the land for sale on Pelham Lane, and she had referred the query to SDC and the Clerk to Haselor Parish Council</p> <ul style="list-style-type: none"> <li>• Cllr Taylor provided a summary review of the work carried out since the last meeting. See annex 1 for further details. Pelham Lane has been resurfaced and work done on the deep ditch.</li> <li>• WCC have completed significant work in the village, including the junction of Nightingale Close and Spernal Lane. The drains outside The Mother Huff Cap and on Spernal Lane have been cleared.</li> <li>• The ditch work on Pelham Lane has not yet completed due to storm Claudia.</li> <li>• There is a blocked culvert on Spernal Lane that will hopefully be cleared soon.</li> <li>• A Great Alne Park resident, recorded the rainfall but unfortunately has now moved from the village. Cllr Taylor thanked him for his work.</li> </ul> <p>Lead volunteer Bob Larbey was unable to attend the meeting, so the Clerk gave an update. In the next few weeks Bob intends to purchase Spare waymarker posts, post cement, link fencing plus posts to secure an entrance to a path, and bags of stone to fill muddy footpaths.</p> <p>Cllr Millard provided his update since the last meeting. There is not much to report; one volunteer has left the project, and one new volunteer has joined. In relation to traffic calming, Cllr Millard has been emailing WCC to no avail. The projects will be considered again at the 2026/27 budget meeting next week.</p>
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<p><b>6b. Recreation Ground</b></p> <p>a) Defibrillator</p> <p>Recreation Ground</p> <p>b) Coronation Copse and Community Orchard</p>	<p>Cllr Bennett reported as follows: Please refer to annex 2</p> <ul style="list-style-type: none"> <li>All pads have now been replaced and are not due for expiry until August 2028.</li> <li>There is some confusion regarding our annual support package, so clarification of the situation is being sought</li> </ul> <ul style="list-style-type: none"> <li>Annual inspection report advised that one of the posts on the cradle swing is rotten, quotes have been sourced to replace this plus 4 post caps and another 4 post caps for the bird's nest swing</li> <li>The old picnic table needs replacing or repairing. Due to the cost of replacing the table a rethink has taken place, and a quote has been obtained to repair the existing table</li> <li>The play equipment is due to be treated by the Lengthsman with moss/algae remover in the next few weeks.</li> <li>On Saturday 8<sup>th</sup> November, maintenance and mulching of the orchard took place. Thanks to all the volunteers who took part.</li> <li>The water tower is 90% full.</li> </ul>
<p>7.</p> <p>a.</p> <p><b>b. Local Governance Reform</b></p> <p><b>c. Domain name emails update</b></p> <p><b>d. GAPC website update</b></p> <p><b>e. Lengthsman equipment purchased</b></p> <p><b>f. New dog wated bin purchased aninstalled for Park Lane Tuery</b></p>	<p><b>MAIN BUSINESS</b></p> <p><u>FOR INFORMATION AND DISCUSSION</u></p> <p>This item was covered in 5.a</p> <p>Cllr Bowring reported that there was not much to update. WCC were proposing a single Unitary Authority. SDC were proposing 2 Unitary Authorities; one covering the north of the Country and the other the south of the County. National Government will make the final decision. Details are vague at the moment.</p> <p>Kyla Brown reported that the Council are required to have .gov.uk emails and website addresses under the 2025 SAPP guidelines She confirmed all Councillors and the Clerk now have new email addresses and suppliers and contractors are being updated with these details. The website address has also been updated. The cost has come in under budget.</p> <p>Cllr Taylor reported that he and volunteer Bob Labey who is helping with the project, have met with SDC's IT department. They have looked at the format and design of the new website which will be based on Alcester Town Council's website. A draft Skeleton of how the website may look has been created. Cllr Taylor will arrange for Councillors to have access to a drop box collection of slides showing the website and will request their views on the design so far.</p> <p>Items purchased since the last meeting are; Hedge trimmer, water proof clothing and moss/algae remover.</p> <p>This was noted by Councillors</p>

<p><b>g.Purchase of new printer approved by Councillors over email</b></p>	<p>The Clerk reported this had been purchased and added to the Councils asset register.</p>
<p><b>h.Progress on Shed Project</b></p>	<p>The Clerk reported the shed base was now complete and the shed was about to be ordered. Councillors thanked the volunteers for their hard work on this project.</p>
<p><b>i.Update on the former Social Club</b></p>	<p>The Clerk informed Councillors there was nothing to report</p>
<p><u>FOR DECISION/ APPROVAL/ACTION</u></p>	
<p><b>j. Membership of SLCC for the Executive Officer</b></p>	<p>The Clerk asked Councillors for permission to join the SLCC (Society for Local Council Clerks). The benefits of joining would be contact with other clerks, networking, and access to legal advice. The cost would be £190 for the year. Councillors approved membership</p>
<p><b>k.Review and approval of Anti-bullying and Harassment Policy</b></p>	<p>Kyla Brown asked Councillors for the approval of this policy. Cllr Bowring stated the policy had no reference to volunteers and felt they should be included. Cllr Bowring and Kyla Brown will work on the policy, with a view to approval at the January meeting</p>
<p><b>l.Approval for costs of refurbishment to picnic table in the park</b></p>	<p>Cllr Bennett reported the cost of a new picnic table would be £1000. Refurbishment using existing steel frame and replacing the wooden planks with plastecowood would be £500. The table would be extended to allow wheelchair access. Councillors approved the expenditure.</p>
<p><b>m.Approval for the costs to replace post on cradle swing equipment and to purchase cover caps.</b></p>	<p>Cllr Bennett explained to Councillors that during the annual play equipment inspection it was identified one of the posts on the cradle swing was rotten and there are early signs in the other 3 posts. So the best solution is to replace the post and cap the other 3 posts, also to cap the posts on the bird nest swing to protect them from damage. Quotes have been obtained. Cllr Bennett recommended the parts were purchased from Kompan and the installation was carried out by M&amp;P, the cost for this work would be £946.36. Councillors approved the expenditure.</p>
<p>Cllr Bennett said provision should be made in next year's budget for more repairs.</p>	
<p><b><u>PLANNING</u></b></p>	
<p><b>8.Planning Applications</b></p>	<p>Between meetings, GAPC has submitted the following responses (further to email meetings):</p>
<ul style="list-style-type: none"> <li>• <b>NO REPRESENTATION</b> for applications: <ul style="list-style-type: none"> <li>○ Application reference: 25/02263/TREE (tree works). At: The Lodge, Henley Road, Great Alne B49 6HR.</li> <li>○ Application 25/02267/TREE (tree works). At: Mill View, Henley Road, Great Alne B496HX</li> <li>○ Application 25/02362/TREE (tree works). At: Greystone Cottage, Henley Road B49 6HR</li> <li>○ Application(s) reference: 25/02572/TREE (Tree works). At: Manor House, Henley Road, Great Alne, Alcester B49 6H</li> <li>○ Application(s) reference: 25/02573/TREE (tree works) At :Manor Court, Henley Road, Great Alne,</li> </ul> </li> </ul>	

9.

a. Progress against budget

b. Account Information

**ACCOUNTS**

The Executive Officer stated there is nothing to note of any concern. GAPC spend is approximately 60% of budget halfway through the year, but if the refund from WCC for the footpaths work S106 expenditure is taken off the figure is 54%

The following is a list of invoices and payments presented for authorisation and paid since the last PC meeting on 16<sup>th</sup> of September.

16.9.25	Expenses for Bob Larbey - footpaths	29.67
17.9.25	npower (Direct debit)	398.81
17.9.25	Unity Trust Manual Credit Handling Charge	0.30
23.9.25	Thomas Fox Landscaping & Maintenance Sept mowing costs Inv 44435	715.20
30.9.25	Play Inspection Company - annual park inspection inv 81203	113.94
30.9.25	Unity Trust Bank service fee- Sept 2025	7.20
1.10.25	Timesheet for lengthsmen Richard Gardner - September 2025 (30hrs x £12.21 = £366.30)	366.30
1.10.25	Scribe software (Starboard Systems Ltd) Invoice 13001	43.20
7.10.25	Alcester Town Council - contribution towards training courses	105.00
7.10.25	Clerks wages for Sept 2025	1336.49
7.10.25	Clerks expenses for Sept 2025	518.43
7.10.25	HMRC payment. Income tax =£98.80, E'ees NICS = £33.69, E'ers NICS= £157.78. Total for tax period = £290.27	290.27
12.10.25	Winter equipment for lengthsmen - purchased by J Gardner	146.08

Councillors approved the payments list.

**Bank Account Balances @ 30 September 2025: £53458.62**

- Unity Trust Current Account T1 ending 0348: **£4192.92**
- Unity Trust Instant Access Account (reserves) ending 0351: **£49265.70**

<p><b>10</b>Correspondence since the last PC meeting</p> <p><b>11.</b>Date and venue of next meeting</p>	<p><b><u>Money received since last meeting:</u></b></p> <ul style="list-style-type: none"> <li>• Reimbursement of £2,090.00 from WCC: s106 monies to pay for Inkberrow Services (installation of footpath way markers).</li> <li>• £2,653.14 reclaimed VAT from 1 Jan 2025 – 31 March 2025.</li> </ul> <p>Councillors noted the bank balances</p> <p><b><u>CORRESPONDENCE</u></b></p> <ol style="list-style-type: none"> <li>a) Correspondence regarding domain name emails</li> <li>b) Correspondence regarding GAPC hosting a workshop on flood adaptation at the South Warwickshire Local Climate Change Event on 17 October 2025.</li> <li>c) Correspondence regarding the Lengthsman tasks</li> <li>d) Correspondence re the Shed Project and planning application</li> <li>e) Correspondence regarding handover between Executive Officers</li> <li>f) Various correspondence dealing with residents' queries</li> <li>g) Alcester SNT Team: weekly police report.</li> <li>h) Correspondence with Unity Bank regarding adding Executive Officer as new signatory</li> <li>i) Correspondence with suppliers, contractor and Local Authorities to update contact details for new Executive Officer and new email address</li> </ol> <p>The next GAPC General Meeting will take place at 7pm on Tues 20 January 2026. The meeting will take place in the Conservatory, Maudslay House, Great Alne Park.</p> <p style="text-align: center;">*****</p> <p><i>Councillors are reminded of their duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat, and other best practice when making decisions at the meeting.</i></p> <p style="text-align: center;"><b>The meeting ended at 9pm</b></p>
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