



STRATFORD-UPON-AVON TOWN COUNCIL

TOWN COUNCIL MEETING

17 June 2025

Meeting commenced: 6.30pm Meeting ended: 6.53pm

Present: The Mayor (Councillor Hunter) in the chair

Councillors:

Albon	Harding
Cleeve	Lee
Coles	McNaught Barrow
Fojtik	Petrovic
I Fradgley	Smith
J Fradgley	

14 Apologies for Absence

Apologies were received from Councillors Alcock, Duck, Rashwan, Rolfe and Vos and accepted for the reason given.

15 Declarations of Interest

There were no declarations of interest.

16 To receive written requests for dispensation

There were no requests.

17 Public Participation

Mrs Joyce Taylor (former Mayor) addressed the meeting and complemented the Town Council and particularly the Open Spaces Team on the appearance of the cemetery during her recent visit.

18 To approve the Minutes of the Council meetings held on 1 April and 16 May 2025

It was proposed and seconded, and

RESOLVED That the Minutes of the meetings held on 1 April and 16 May 2025 be approved.

19 To adopt the draft Minutes of the Finance and Audit Committee meetings held on 13 May and 3 June 2025.

It was proposed and seconded, and

RESOLVED That the Minutes of the Finance and Audit Committee meetings held on 13 May and 3 June 2025 be adopted.

Town Clerk's Open Report

21 Annual Governance and Accountability Return 2024/25

Consideration was given to the Internal Audit Report from Mulberry, Local Authority Services Ltd and the Annual Governance and Accountability Return. The internal auditor had indicated his satisfaction with the Town Council's internal controls, following completion of his internal audit activities with minor recommendations for action shown in bold. [Internal-Audit-Report-2024-25.pdf](#)

Councillors then responded positively to the answers to be provided for questions in Section 1 (1-8) on the Annual Governance Statement with question 9 noted as not applicable.

It was Proposed, Seconded and unanimously

RESOLVED That Council approve the Annual Governance Statement of the Annual Governance and Accountability Return for the financial year 2024/25 and was signed by the Mayor & Town Clerk.

- 22** The Town Clerk made reference to the Community Infrastructure Levy funds shown under Restricted Reserves. The Council had previously, Minute 64 (2024/25), indicated that these funds could be utilised for the cemetery extension project – purchase of land and re-development and it was considered prudent to mark this up under these reserves.

It was further Proposed, Seconded and unanimously

RESOLVED That Council approve Accounting Statements of the Annual Governance and Accountability Return for the financial year 2024/25 and was signed by the Mayor.

The Responsible Financial Officer then gave details of the arrangement for the exercise of public rights. The date of announcement would be 30 June 2025 and the period of public rights would be from 1 July to 4 August 2025.

23 Financial Regulations

Following approval by the Finance and Audit Committee at their meeting on 3 June 2025, it was

RESOLVED That the Financial Regulations be adopted.

24 Town Clerk's Verbal Report

The Town Clerk gave notice of the Community Infrastructure Levy that had recently been received from the District Council and this totalled £99,695.76.

Mayor :