

**Kidderminster Town Council
Events & Services Committee
Thursday 11th February 2021 at 6.00pm
Virtual Meeting**

To Councillors

N. Knowles (Chairman); R. Bishop; H. Dyke; N. Gale; F. Oborski MBE; M. Rayner; S. Rook;
D. Ross; M. Stooke; and P. Young

The next meeting of Events & Services Committee, will be held on **Thursday 11th February 2021 at 6.00pm (VIRTUAL MEETING)**, Vicar Street, Kidderminster for the transaction of the business detailed below:



Tony Beirne
Town Clerk

AGENDA

Item	Subject	page
1.	Apologies	
2.	Minutes of the meeting held on 5 th November 2020 (attached)	3
3.	Declarations of Interest	
4.	Queen's Platinum Jubilee Working Group – Update	
5.	Grit Bin off Wolverhampton Road (attached)	5
6.	Kidderminster War Memorials (attached)	7
7.	Civic Programme 2021/22 (attached)	9
8.	Water Feature (to follow)	
9.	Horsefair Clock (to follow)	
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KIDDERMINSTER TOWN COUNCIL
MINUTES OF THE EVENTS & SERVICES COMMITTEE
Virtual Meeting
Held on Thursday 5th November 2020 at 6.00pm

Present: Councillors N. Knowles (Chairman), R. Bishop, N. Gale, D. Ross, M. Stooke and P. Young

ES.37 Apologies

Councillor H. Dyke, F. Oborski MBE, M. Rayner and S. Rook,

ES.38 Minutes of the meeting held on 9th July 2020

RESOLVED: - that the minutes of the meeting held on 9th July 2020 be agreed as a correct record.

ES.39 Declarations of Interests by Members

None.

ES.40 Budget

The Town Clerk reported that service expenditure was being monitored closely to try and ensure a focus on critical spend and budgets could be managed and delivered over the next year too.

RESOLVED: - that the current budget position be noted

ES.41 Services Update

The Town Clerk reported that the imposition of the new lockdown started on 4th November 2020 had meant a retrenchment on services and events. Specifically, Remembrance Sunday had to be cancelled, use of the Town Hall has been limited and access to the building has been restricted. KAFF has also been impacted and available events limited. The Town Clerk also reported that the programmed work was virtual and would be delivered across as many platforms as possible and promoted across Kidderminster.

Regarding Christmas, the Committee were keen to have the two Christmas trees installed at the front of the Town Hall.

RESOLVED: - that the

- i. current position on events and service delivery be noted
- ii. Town Clerk be asked to have the Christmas trees installed at the front of the Town Hall and the cost of decorations be paid for from current Christmas budgets

The meeting ended at 6.21pm

Chairman

Date

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Events & Services Committee 11th February 2021

Grit Bin

1. Purpose

The purpose of this report is to seek the Committee's approval to installing a grit bin on the unadopted road off the main Wolverhampton Road.

2. Detail

This request has come about from the local residents contacting their ward councillors. The issues are getting WCC approval for the Town Council to install the bin and ensuring WFDC are able to keep the grit bin filled

3. Financial Implications

The cost of purchasing and installing a grit bin is circa £300. The cost of refilling a grit bin is paid for by WCC with WFDC as the contactor. There are currently funds within the budget to pay for this installation

4. Risk

The risks to be managed are to ensure WCC supports the installation and WFDC can access the bin to (re)fill it.

5. Recommendation

The Committee are asked to

- i. Agree to install the grit bin
- ii. Instruct the Town Clerk to liaise with WCC and WFDC to ensure the appropriate permissions and access is in place to site the bin

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Events & Services Committee

11th February 2021

Kidderminster War Memorials

1. Purpose

The purpose of this report is to seek the support of the Committee to getting a legal opinion on dissolving the Kidderminster War Memorial Trust and the formal assumption of the work of the Trust by the Town Council.

2. Background

This report refers to 4 memorials

- St Mary's Church – Angel of Peace
- St Mary's Church Memorial
- Hoobrook Memorial
- Old Cemetery – Boer War

In November 2016 the Town Council agreed to take on responsibility for the memorials from the Trust. As part of the change it was agreed that the Town Council would absorb the responsibilities of the Trust. However, with changes to Trust members, it has not been possible to formally pursue this aspect of the agreement.

3. Financial Implications

The financial implication arising from this report is the cost of the legal advice. The Town Council currently has a service level agreement (SLA) with WFDC for legal advice and we would seek to deliver a legal opinion through the SLA.

4. Risk

The current risk is the Trust not been able to deliver its roll and the potential loss of £2,500 in funds to support the upkeep of the memorials.

5. Summary

The Town Council has successfully taken on and looked after the memorials. This report seeks a way forward to complete the transfer programme agreed in 2016

6. Recommendation

The Committee are asked to agree to getting a legal opinion on how the Town Council can formally take over the work of the War Memorial Conservation Trust.

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**Kidderminster Town Council
Events & Services Committee
11th February 2021**

Civic Programme 2021/22

Service		£	Comment	Date
1.	Mayor Making	Civic budget	Subject to Covid restrictions	Wednesday 26 th May 2021
2.	Mayor's Sunday	Civic budget	Subject to Covid restrictions	Sunday 4 th July 2021
3.	Remembrance Sunday	Civic budget	Subject to Covid restrictions	Sunday 14 th November 2021
4.	Christmas Lights Switch on	8,000	Subject to Covid restrictions	Saturday 20 th November 2021
5.	Dementia KDAA Concert	3,000	Subject to Covid restrictions	Wednesday 24 th November 2021
6.	Mayor's Carol Service	Civic budget	Subject to Covid restrictions	Friday 10 th December 2021
7.	Father Christmas in the Town Hall	2,500	Subject to Covid restrictions	Saturday 11 th December 2021
8.	Sports Awards		Cancelled - No longer run by WFDC	n/a

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KIDDERMINSTER TOWN COUNCIL	2020/21 Original Budget	2020/21 Actual to 02/02/21	2020/21 Variance Budget to Actual
	£	£	£
4. EVENTS AND SERVICES			
<u>EXPENDITURE</u>			
St Mary's Churchyard	12,360	12,360	0
Statues and Memorials	4,950	409	4,541
Maintenance of Street Furniture - cleaning and replacement	5,200	2,800	2,400
St Georges Paddling Pool	4,500	0	4,500
Market Street Public Conveniences	25,000	22,487	2,513
Grounds Maintenance (Allotments)	4,000	3,150	850
Lengthsman	200	3,348	(3,148)
Dementia Services	3,000	1,000	2,000
Grit Bins	2,000	0	2,000
Kidderminster Arts and Food Festival	5,000	0	5,000
Kidderminster Arts Promotion	1,500	0	1,500
Town Centre Hanging flowers	12,040	12,040	0
Town Centre Planting	4,000	0	4,000
Christmas Lights	30,000	21,050	8,950
Christmas - Santa in the Town Hall	2,520	503	2,017
Horsefair Clock	0	5,183	(5,183)
GROSS EXPENDITURE	116,270	84,331	31,939
<u>INCOME</u>			
Lengthsman - Income from WCC	0	349	(349)
Earmarked Reserve - Baxter / Rowland Hill Statue	(500)	0	(500)
Earmarked Reserve - War Memorials	(2,950)	0	(2,950)
GROSS INCOME	(3,450)	349	(3,799)
TOTAL NET EXPENDITURE / (INCOME)	112,820	84,679	28,141

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Services & Events Committee

Thursday 11th February 2021

Services & Events Update

1. Purpose

The purpose of this report is to update Members on the services and events overseen by the Committee

2. Background (Covid Impact)

Officers continue to manage services and deliver events but the ability to do so is severely impacted by the current pandemic. Covid19 continues to dictate what we are able to deliver and how the services and events are delivered. An update of the current position is detailed below.

3. Services & Events

a) Cleaning & Maintenance

(St Mary's Churchyard; Statues and Memorials; Maintenance of Street Furniture; Grounds Maintenance (Allotments)

Maintenance programme being delivered by WFDC. Additional cleaning being carried out regarding benches etc. to manage the risk of the spread of Covid19. WFDC are delivering enhanced service within the current agreement at no extra cost.

b) Market Street Public Conveniences

WFDC continue to provide additional cleaning within the current agreement.

c) Town Centre Hanging flowers

Last flowers removed in early October 2020. (Positive feedback received.)

d) Kidderminster Arts and Food Festival

KAFF was cancelled and grant returned – KAFF no longer a WFDC event

4. Financial Position

There are no financial implications arising from this update. All events are being delivered within the current allocated budgets.

5. Risk

There are no strategic risks associated with this report. The Town Council delivers its services within the Covid19 guidance.

6. Summary

Officers continue to monitor and manage the Covid19 guidance to ensure the Town Council is compliant. Services and events continue to be delivered within that guidance.

7. Recommendation

The Committee are asked to note the current position and the update on services and events

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KIDDERMINSTER TOWN COUNCIL	2020/21 Original Budget	2021/22 Original Budget
	£	£
4. EVENTS AND SERVICES		
<u>EXPENDITURE</u>		
St Mary's Churchyard	12,360	12,670
Statues and Memorials	4,950	4,950
Maintenance of Street Furniture - cleaning and replacement	5,200	5,200
St Georges Paddling Pool	4,500	4,500
Market Street Public Conveniences	25,000	27,000
Grounds Maintenance (Allotments)	4,000	4,000
Lengthsman	200	200
Dementia Services	3,000	3,000
Grit Bins	2,000	1,000
Kidderminster Arts Support	5,000	5,000
Kidderminster Arts Promotion	1,500	0
Town Centre Hanging flowers and Planting	12,040	17,000
Town Centre Planting	4,000	0
Christmas Lights	30,000	29,000
Christmas - Santa in the Town Hall	2,520	2,500
GROSS EXPENDITURE	116,270	116,020
<u>INCOME</u>		
Lengthsman - Income from WCC	0	0
Earmarked Reserve - Baxter / Rowland Hill Statue	(500)	(500)
Earmarked Reserve - War Memorials	(2,950)	(2,950)
GROSS INCOME	(3,450)	(3,450)
TOTAL NET EXPENDITURE / (INCOME)	112,820	112,570