

**KIDDERMINSTER TOWN COUNCIL**

**Minutes of the Finance and Overview meeting of Kidderminster Town Council held in the Council Chamber, Kidderminster Town Hall on Wednesday 7<sup>th</sup> September 2022 at 6:00pm**

Present:

Councillors:

Ross (Chair)  
Smith  
Aston  
Chambers  
Oborski MBE

In Attendance:  
Mr L. Jakeman, Chief Executive

**F001/22-23 APOLOGIES FOR ABSENCE**

Nil.

**F002/22-23 DECLARATIONS OF INTEREST**

Nil.

**F003/22-23 PUBLIC QUESTION TIME**

Members were informed that no public questions had been received.

**F004/22-23 MINUTES**

- a) Members approved the minutes of the Finance and Overview meeting held on Wednesday 28<sup>th</sup> April 2022.

**F005/22-23 BUDGET UPDATE**

- a) Members considered a report from the Chief Executive that reviewed Town Council revenue budgets and proposed adjustments.
- b) Members noted that the report might prompt some discussion around supplier contracts and staffing related matters. **RESOLVED:** in terms of Schedule 12A, Local Government Act 1972, the agenda item would likely disclose exempt information relating to establishment and contractual matters and it is, therefore, **RESOLVED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded.

(CEO's Note: While the discussions are confidential the decisions made are documented for the public record)

c) Members asked a number of questions to expand and clarify on elements of the report. There was some discussion (to differing degrees of detail) regarding elements of the report including:

- Reviewing the necessity of some exiting SLA's and /or some redefining of them.
- That the temporary transfer of office staff to Wyre Forest did not include double charging for ICT services.
- Balances remaining and planned spends in the Cultural Recovery Fund and the Levelling Up Funding.
- Allowances for the Mayor and Deputy.
- Christmas Lights (timings of operation - rising energy costs).
- Profit and loss for bar activity.
- Non Domestic Rates during the closure of the Town Hall.

Members further noted that much detail would be considered during the formal setting of the FY 2023/24 budget that will occur over the coming months.

**RESOLVED:** To revise the following in-year budgets as shown:

<u>Cost Centre/Account</u>	<u>Short Name</u>	<u>Original Budget</u>	<u>Revised Budget</u>
<u>Account</u>		<u>£</u>	<u>£</u>
K002/4410	ICT	10,430	13,736
K002/48020	Subscriptions	3,100	3,700
K003/13080	Other Ees expenses	0	2,160
K003/31010	Mayor's Car	4,500	5,000
K003/44450	HR Support	2,520	6,650
K003/48022	Jubilee Event	0	4,100
K004/21030	Statues	1,500	4,590
K004/21031	Clock Tower	0	1,000
K004/21034	Paddling Pool	4,500	13,033
K004/21410	Maintenance/Grounds	4,000	4,664
K004/21430	St Marys Churchyard	12,990	13,086
K004/25010	Public Toilets water	1,330	1,500
K004/27041	Public Toilets Cleaning	18,850	19,320
K006/21010	Repairs	5,000	10,000
K006/21090	Organ service	0	858
K006/21510	Licenses/Rentals	300	1,500
K006/22030	Electricity	8,000	14,000
K006/22040	Gas	7,000	12,000
K006/24010	ND Rates	12,200	30,382

K006/25030	Water	6,000	9,299
K006/26020	Fire and Security	1,500	3,239
K006/27030	Waste Disposal	1,400	2,590
K006/27040	Cleaning	13,000	20,799
K006/27050	Hygiene Services	1,500	2,111
K006/41510	Vending Machines	180	336
K006/41520	Bar Purchases	0	14,000
K006/41530	Sales Expenditure	0	1,930
K006/44068	Sound & Lighting	0	700
K006/44074	Consultancy	30,000	36,000
K006/48021	Christmas Events	0	4,000
K006/49010	Marketing	3,000	7,000
K006/58200	PR Licence	0	500
K008/44074	Consultancy	0	35,000

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