

KIDDERMINSTER TOWN COUNCIL

**Minutes of the meeting of Kidderminster Town Council held in the Council Chamber,
Wyre Forest House on Thursday 23rd February 2023 at 6:00pm**

Present:

Gale (Chair)
Bishop
Chambers
Connolly
Dyke
N. Gale
Hine
Hopkins
Oborski (MBE)
Rayner
Rook
Ross
Smith
Stokes

In Attendance:

Mr L. Jakeman, Chief Executive
Mr P. White, Freshlife Consulting
One member of the public

C.071 **APOLOGIES FOR ABSENCE**

Members noted the apologies received from Cllrs Aston, Connolly, Muir and Phillips.

C.072 **DECLARATIONS OF INTEREST**

Nil.

C.073 **PUBLIC QUESTION TIME**

Members were informed that no public questions had been received.

C.074 **MINUTES**

RESOLVED: Members approved the minutes of the meeting of Kidderminster Town Council held on Wednesday 14th December 2022.

C.075 **ANNOUNCEMENTS**

Members noted the mayoral engagements attended during December and January.

- Thursday 1st December – Christmas Cocktail Party.
- Saturday 3rd December – WFSO Concert.
- Saturday 3rd December – Christmas Party at St Peter’s Church.
- Wednesday 7th December – Mayor of Worcester’s Christmas Charity Concert.
- Friday 9th December – Mayor’s Carol Service.
- Saturday 10th December – WFDC Charity Quiz Night.
- Sunday 11th December – Christmas Market at the Cavalier.
- Wednesday 14th December – Warm Hub Opening.
- Wednesday 14th December – Town Council Meeting.
- Friday 16th December – Foley Grange 1st Anniversary Open Day.
- Saturday 17th December - Christmas Gala Concert.
- Tuesday 20th December – High Sheriff of Worcester’s Blue Light Carol Service.
- Thursday 22nd December – Friends of the Elderly Christmas Party.
- Sunday 29th January – Holocaust Memorial Day Service.

C.076 **PLANNING COMMITTEE**

Members noted receipt of the minutes of the Planning Committee meeting held on 24th January 2023.

C.077 **SERVICES COMMITTEE**

Members noted receipt of the minutes of the Services Committee meeting held on 8th February 2023.

C.078 **TOWN HALL COMMITTEE**

Members noted the minutes of the Town Hall Committee meeting held on 27th October 2022.

C.079 **STAFFING COMMITTEE**

Members noted receipt of the minutes of the Staffing Committee meeting held on 15th December 2022.

C.080 **REVIEW STANDING ORDERS**

Members considered a report and recommendation to adopt a revised set of Standing Orders (TC/44/22-23).

RESOLVED: To form a working group comprising Councillors Oborski, Rook and Ross to produce draft Standing Orders that can be recommended to Full Town Council.

C.081 **MODEL PUBLICATION SCHEME**

Members considered a report and a recommendation to adopt a Model Publication Scheme (TC/45/22-23).

RESOLVED: To approve the Model Publication Scheme presented to Town Council.

C.082 **COMPLAINTS PROCEDURE**

Members considered a report and a recommendation to adopt a Complaints Policy Scheme (TC/46/22-23).

RESOLVED: To approve the Complaints Procedure presented to Town Council.

C.083 **INVESTMENT POLICY**

Members considered a report and a recommendation to adopt an Investment Policy (TC/47/22-23)

RESOLVED: To approve the Investment & Reserves Policy presented to Town Council.

C.084 **COUNCIL MEETING DATES 2023/24**

Members considered a draft schedule for meeting dates for the municipal year 2023/24.

Members were generally content with the draft schedule of meetings but asked that some consideration be given to avoiding school holidays and the month of August.

C.085 **CORONATION OF KING CHARLES III**

Members considered a report to setting up a grant application project for local community groups within the wards of Kidderminster to apply for grant funding for community King's Coronation celebrations.

RESOLVED: That the Town Council makes available up to £1,800 of grant funding to Kidderminster community groups to contribute to activities designed to celebrate the forthcoming Coronation.

And

To approve the grant funding process for community celebrations related to the King's Coronation

And

To delegate the awarding of grants to the Events Committee.

C.086 **CIVIC YEAR 2023/24**

Members considered appointing a Mayor and Deputy Mayor Elect for the civic year 2023/24.

RESOLVED:

That Councillor Darren Chambers be Mayor Elect 2023/24

And

To defer the appointment of the Deputy Mayor Elect.

C.087 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED: in terms of Schedule 12A, Local Government Act 1972, the following items will be likely to 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.

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

C.088 **TOWN HALL REFURBISHMENT**

Members considered a report to approve a revised final scope of the Town Hall Refurbishment Project as presented at the meeting and commit to proceed to the second stage tender process.

RESOLVED: To approve the revised final scope of the Town Hall Refurbishment Project as presented at the meeting and commit to proceed to the second stage tender process.

C.089 **STAFFING MATTERS**

Members noted the confidential report relating to staffing matters following the meeting of the Staffing Committee meeting held on Thursday 15th December 2022.