

KIDDERMINSTER TOWN COUNCIL

Minutes of the Services Committee meeting of Kidderminster Town Council held in the Council Chamber, Kidderminster Town Hall on Thursday 8th September 2022 at 6:00pm

Present:

Cllr J. Smith (Chair)
Cllr R, Bishop
Cllr G. Connolly
Cllr F. Oborski (substitute)

In Attendance:

Mr L. Jakeman, Chief Executive
Mr A. Stockhall, Public Realms & Operations Manager

S001/22-23 ELECTION OF CHAIRMAN

RESOLVED: That Councillor Juliet Smith be Chairman of the Services Committee for 2022/2023.

S002/22-23 ELECTION OF VICE CHAIRMAN

RESOLVED: That Councillor Rose Bishop be Vice Chairman of the Services Committee for 2022/2023.

S003/22-23 APOLOGIES

S. Miah – Other Commitment.
M. Rayner – Other Commitment.

S004/22-23 DECLARATIONS OF INTEREST

Nil

S005/22-23 TERMS OF REFERENCE

Members considered draft Terms of Reference and recommendations for consideration by the Full Town Council.

RESOLVED: To operate under the draft Terms of Reference presented at the meeting (subject to the inclusion of the water feature) and recommend to Full Town Council the draft Terms of Reference at its next full council meeting.

S006/22-23 **PUBLIC QUESTION TIME**

Nil.

S007/22-23 **REPORT ON KIDDERMINSTER RING ROAD WATER FEATURE**

RESOLVED: To recommend Option 2 presented in the report (extract below).

Proposal Option Two:

To raise the height of the top water supply pond with a new brick edging with a fibreglass pool lining.

Repair leak on the supply pipe.

To recommend that the bottom sump be emptied and cleaned out of all debris to increase its water holding capacity. Recommended this to be done every other year (it can be checked for any potential leaks at the same time)

Objective

These works in conjunction with the reduction in the waterfall flow rates (to reduce splashing and over all water loss) and the slightly adjusted on / off times, will help the feature to remain working in its full capacity for longer periods of time before a top up of the lower sump is required.

Cost of repairs

*Raise the height of the top water supply pond, fibreglass, and repair **£1,736.33***

Clean debris from bottom of sump pool

£1000 (Every other year)

Service and fill tank 5 x visits

Estimated £1000

Estimated Total

23/24 - £3,736.33

24/25 - £1000

S008/22-23 **REPORT ON ST GEORGE'S PADDLING POOL**

Members considered a report from the Public Realm and Operations Manager on for the future provision of the Water Feature.

RESOLVED: That UK Dive Works Ltd undertake an inspection to confirm the current condition of the pool and fully cost any potential defects. (Cost £1,125 via budget K004 21022).

Members considered a report from the Public Realm and Operations Manager to agree to a full inspection of the pool to identify the current condition and potential defects.

S009/22-23 **RISK ASSESSMENTS REPORT**

Members considered a report to adopt Public Realm and Operations Risk Assessments in accordance with Kidderminster Town Council Health and Safety Policy.

RESOLVED: To adopt the Public Realm and Operations Risk Assessments presented.

S010/22-23 **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)

S011/22-23 **MARKET OPERATIONS LICENCE**

Members considered a report recommending to formally agree that Kidderminster Town Council takes on the licence to operate a market in the town Centre and authorises the Chief Executive to sign the licencing agreement produced by Wyre Forest District Council.

RESOLVED: To authorise the Chief Executive to sign the Licence for the Town Council to operate the Kidderminster Town Centre Market from 1 October 2022 for a period of 3 years

AND

Authorise the Chief Executive to negotiate a temporary arrangement with a suitable operator to operate the Market from 1 October 2022 *(for a period not exceeding 12 months and noting that financial regulations will need to be waived to ensure a continuity of service in the immediate future.)*

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