

**KIDDERMINSTER TOWN COUNCIL
SERVICES COMMITTEE**

**Minutes of the meeting held on Wednesday 25th October 2023
Held in the Council Chamber at 6pm**

Present:

Councillors:

R. Bishop (Chair)

G Connolly (Vice Chair)

S. Miah

M. Rayner

Absent:

Councillors:

In attendance:

Mr L Jakeman - CEO

Mr A Stockhall - PROM

S007/23-24 **APOLOGIES**

Cllr J.Smith

S008/23-24 **DECLARATIONS OF INTEREST**

Nil.

S009/23-24 **PUBLIC QUESTION TIME**

Nil

S010/23-24 **MINUTES**

RESOLVED: That the minutes of the previous Services Committee meeting held on Wednesday 12th July 2023 be approved as a true record and that they be signed by the Chair.

S011/23-24 **BUDGET SUMMARY**

Members considered the budget summary report as at 30th September 2023.

RESOLVED to retrospectively approve the emergency repair works to the public toilets (cost £6,062.78 net) and to increase the budget line K004 / 21011 Public Convenience Repairs from £1,600 to £7,800 (to absorb the increased expenditure).

S012/23-24 **BUSINESS PROPOSAL – VEHICLE PURCHASE**

Members considered a report regarding the provision of a dedicated vehicle for operational services.

RESOLVED:

1) To approve hire/lease of a vehicle for operational services over a 4-year period.

And

2) To delegate the authority to the Public Realm and Operations Manager to procure a vehicle which is capable to service the needs of operations.

(TC/32/23-24)

S013/23-24 **Public Bodies**

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.

S014/23-24 **Ground Maintenance Contract**

Members considered a report in response to a tender for the provision of grounds maintenance for the (3) Town Council owned parks and consider awarding a contract.

RESOLVED

1) To not appoint from current applicants, (financial package too high, and/or quality of applicant, does not meet our needs for delivery of the contract).

And

2) Extend current contract for a further 3 months, March 31st, 2024,

And

3) Agree to re-tender (the same specification) for a contract start date of 1st April 2023 within an agreed price cap (£55,000).

(TC/33/23-24)

S015/23-24 **Operational Services Contracts**

Members received a report and reviewed the KTC and WFDC Service Level Agreements for 'The supply of Town Council Services' within Operational Services (for the allotments, mechanical sweeping, St. Mary's and cleaning of Market Street toilets) and consider the awarding of a contract.

RESOLVED

- 1) To renew the contract for 'The supply of Town Council Services' (for the allotments, mechanical sweeping, St. Mary's and Market Street toilets) with Wyre Forest District Council in line with the quotes provided.

And

- 2) To delegate authority to the Public Realm and Operations Manager, to seek alternative contractors for the supply and install of the floral hanging baskets and planters and to award a contract subject to obtaining best value.

(TC/34/23-24)

Meeting ended: 7:15pm

DRAFT