

**KIDDERMINSTER TOWN COUNCIL
SERVICES COMMITTEE**

**Minutes of the meeting held on Wednesday 5th June 2024
Held in the Kidderminster Room at 6pm**

Present:

Councillors:

L. Carrol (Chair)

V.Caulfield (Vice Chair)

N.Gale

J.Beckingham (Substitute)

S.Miah

Absent:

Nil

In Attendance:

Mr H Peacocke – Chief Executive

Mr A Stockhall – Public Realm and Operations Manager (PROM)

Mr R Beeston – Public Realm and Operations Officer (PROO)

Councillor S. Hollands

1. APOLOGIES:

Councillor B.Connor

The Committee requested that Cllr. Bernadette Connor be replaced in the Operational Services Committee with Cllr. John Beckingham. Ask Full Council to approve and agree changes.

2. DECLARATIONS OF INTEREST

Cllr Shazu Miah, Cllr Liam Carroll declared an interest as members of Save the Paddling Pool at St Georges Park

3. PUBLIC QUESTION TIME

No Public questions

4. MINUTES (Appendix 1)

To approve the minutes of the meeting of Services Committee held on Tuesday 20th February 2024.

RESOLVED: That the minutes of the previous Services Committee meeting held on Tuesday 20th February 2024 be approved as a true record and that they be signed by the Chair.

5. OPERATIONAL SERVICES TERMS OF REFERENCE. (Appendix 10)

Received Copies of Operational Services TOR and the CEO outlined contents of document.

- **RESOLVED:** Cllr Shazu Miah recommended amendment to TOR section 8 and include the provision in Standing Orders whereby the "Chair has flexibility to call a meeting if required". Committee agreed to take to June Full Council for agreement.

6. BUDGET SUMMARY (Appendix 2)

The meeting receive a summary budget report in respect of the Services as of Friday 17th May 2024.

RESOLVED: Members considered the budget summary report as of Friday 17th May 2024. Cllr Nicky Gale requested information on costs related to Market Street toilets for previous 2 years, PROM to report back at September Committee meeting with breakdown of costs.

7. OPERATIONAL SERVICES PROGRESS REPORT. (Appendix 3)

RESOLVED: Members received Operational Services work programme, agreed Biodiversity is a standing item on the Work programme. To include in September agenda, Baxter Gardens Park main gates, with Cllr Shazu Miah raising concerns surrounding accessibility to the park.

8. TREE MANAGEMENT POLICY. (Appendix 4)

Members considered a report from the Public Realm and Operations Manager (PROM) to adopt KTC Tree Policy.

RESOLVED: Members adopted Tree Management Policy.

9. BIODIVERSITY POLICY. (Appendix 5)

Members considered a report from the Public Realm and Operations Manager (PROM) to recommend Full Council to adopt KTC Biodiversity Policy.

- **RESOLVED:** Members to recommend Full Council to adopt Biodiversity Policy, and to recommend that Full Council sets up a Biodiversity Working Group

10. MEMORANDUM OF UNDERSTANDING FOR THE FRIENDS OF THE PARKS. (Appendix 6)

Members considered a report from the Public Realm and Operations Manager (PROM) to issue the Friend Groups with an agreement to adopt Memorandum of understanding for the Parks.

- **RESOLVED:** Members agreed to adopt Memorandum of Understanding with the agreed amendments to joint working and include "*where appropriate the Town Council will provide materials, tools and expertise on request*"

11. ST GEORGES PADDLING POOL UPDATE. (Appendix 7)

Members received positional and financial report from the Public Realm and Operations Manager (PROM) to update on the current status of the paddling pool.

- **RESOLVED:** Members received paddling pool positional and financial update.

12. ST GEORGES PADDLING POOL WORKING GROUP. (Appendix 8)

To receive and consider approving St Georges Paddling Pool Working Group TOR.

- **RESOLVED:** Members received amended Terms of Reference and agreed formally for Full Council to appoint 5 Council members to the Paddling Pool Working Group. Agreed to not limit the numbers within the Group and Full Council to agree Chair of the Working Group, which would be an elected member. (Cllrs. L. Carroll and S. Miah abstained, due to declaration of interest)

Cllr. S. Miah and the CEO left the meeting at this point.

13. PUBLIC REALM AND OPERATIONS UPDATE. (Appendix 9)

Members received a positional update on current position with the Public Realm and Open Space setting.

- **RESOLVED:** Members received Public Realm and Operations Update.

Meeting closed 7.50pm

DRAFT