

**KIDDERMINSTER TOWN COUNCIL
SERVICES COMMITTEE**

**Minutes of the meeting held on Tuesday 10th December 2024
Held in the Kidderminster Room at 6pm**

Present:

Councillors:

L. Carroll (Chair)

J.Beckingham

N.Gale

Substitute Fran Oborski for Shazu Miah

Absent:

S.Miah

In Attendance:

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

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

Observer:

H.Dyke

1. APOLOGIES FOR ABSENCE:

2. Cllr Shazu Miah

3. DECLARATIONS OF INTEREST.

Cllr Liam Carroll and Cllr Fran Oborski acknowledged that they were part of the Save the paddling Pool Group.

4. PUBLIC QUESTION TIME.

Nil.

5. MINUTES (Appendix 1).

To approve the minutes of the meeting of Services Committee held on Thursday 26th September 2024.

RESOLVED: That the minutes of the previous Services Committee meeting held on Thursday 26th September 2024 be approved as a true record and that they be signed by the Chair.

6. ST GEORGES PADDLING POOL -

- Caroline Taylor, (CT Consulting), presented a short presentation, with reference National Lottery Community Fund, and the following was noted,
 - 2 x Stage Process, first stage application enquiry
 - **Community Group (Friends of St Georges Park)- could apply, although any group needs to be constituted and be able to provide:** a governing document, such as a constitution; a committee or board with at least two unrelated members; a bank account in your organisation's name ; yearly financial accounts. **This would exclude the Paddling Pool Action Group**
 - Applications can be made at any time and decisions depend on the level of funding requested:

- under £20,000 - within 16 weeks - this is a one stage application process
- over £20,001 -this is a two stage process and a decision on whether they take the application forwards is made on the information requested in an Expression of Interest form - see attached
- Noted it would be a difficult, detailed application process.
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RESOLVED:

- Members suggested Friends of St Georges Park be asked to attend the next Paddling Pool Working Group, with a meeting to be agreed for January 2025 and consulted on the National Lottery Community Funding grant, this will allow the group time to discuss and decide a way forward, with the outcome of the meeting to be shared at Services Committee in February to review.
- Members received report and agreed for the Paddling Pool Working Group to continue to investigate grant funding opportunities.
- Members agreed to notify all Kidderminster Town Council Members that the paddling pool will not open for 2025.
- Operational Services Committee Members agreed that during the next Services Committee meeting, scheduled for 27th February 2025, the committee members will review the options for St Georges Paddling Pool and recommend a final decision to be made by Full Council regarding its future.?
- Members agreed for the Working Group to continue seeking alternative funding opportunities.
- Members agreed for officers to undertake minor maintenance to the pool and surround, agreed to support through St Georges paddling pool expenditure and include a general tidy and deep clean of the area. Members acknowledged this may cause confusion to the general public if general maintenance and cleaning to the pool are carried out, therefore social media and communications need to be clear prior to any works.
- It was noted by Cllr Nicky Gale, the failure to elect a Chair due to the poor turnout to the previous meetings and highlighted this as a concern and highlighted a lack of commitment.

7. BUDGETS– 2025/26

- **RESOLVED:** Members noted Budget Position November 2024.
- Members agreed to recommend the budget for Operational Services for financial year 2025-26, as presented by the Public Realm and Operations Manager.

8. SECTION 106 GRANTS – BROADWATERS MILL PARK

- **RESOLVED:** Members noted positional update.
Cllr Liam Carroll noted and thanked Officers for Operational Updates.
Cllr Gale, noted works on Broadwaters Mill Park shelter walls had been undertaken prior to consideration by Members, and asked to be kept informed prior to works of this nature. Is this a reasonable request?

9. PARKS TRANSFER – WILLOWFIELD, KING GEORGE V, FORRESTER WAY, JERUSALEM WALK.

- **RESOLVED:** Members received a positional update and agreed to Support the proposal and agree to progress to the next phase of negotiations, ratification and legal process.
To note costs, with the expectation these will be met from current K004 expenditure.
- To commit to a transfer from 1st April 2025.

10. HEALTH AND SAFETY – ANNUAL RISK MANAGEMENT REVIEW

Members received a report and considered recommendations to approve Risk Assessment approach and to review annually the Public Realm and Operations Risk Assessments

- **RESOLVED:** Members agreed to adopt Risk Management approach.
- Members agreed to review Public Realm and Operations Risk Assessments annually.
- Members thanked officers for detailed report.

11. BIODIVERSITY.

- **RESOLVED:** Members noted Biodiversity update, and agreed this has been a worthwhile project and highlights Kidderminster Town Council commitment to Biodiversity within our parks.

12. OPERATIONAL UNIT

Members received a report and considered recommendations and

- **RESOLVED:** Members agreed to approve the arrangements of the lease, sealed in the presence of 2 x Councillors, Cllr Fran Oborski and Cllr Vicky Caulfield

13. GREEN FLAG UPDATE – BROADWATERS MILL PARK.

- Members noted Green Flag Update.

14. INCOME OPPORTUNITY – BROADWATERS MILL PARK CAR PARK.

- Members received report and **RESOLVED:**
- To Defer a decision for a period of 12 months, this will enable the Council to undertake improvements through s106 investment.
- Members happy to return in 12 months and review income opportunities for the car park.

Cllr Fran Oborski, left meeting at 19.30.

15. PUBLIC REALM AND OPERATIONS IDENTITY CREATIVE.

- **RESOLVED:** Members agreed for Officers to continue to develop Operational Services branding identity in partnership with MadeByBeing and finalise a brand which can be presented to the Operational Services Committee 27th February 2025.
- Members noted this could be considered for all Town Council services.

16. CHRISTMAS LIGHTS – TENDERING EXERCISE

- Members received a report and **RESOLVED:**
- For the Public Realm and Operations Manager to initiate a tendering exercise for the procurement of Christmas illuminations for the Town Centre and Broadwaters Mill Park.
- To agree to a fixed 4 year contract.
- To agree to revisit the area of Worcester Street on completion of Town centre upgrades, Spring 2025.
- To include Worcester Street as an additional pricing item with the tendering document.
- To approve the tendering timeline as per report.

17. OPERATIONAL SERVICES WORK PROGRAMME.

- Members noted work programme.

RESOLVED:

- To include a report on the provision for payment options to be installed on both Broadwaters and Market Street Toilets.
- Report on the viability to re-open Broadwaters Toilets.
- Grounds Maintenance Review

DRAFT