

# **KIDDERMINSTER TOWN COUNCIL TOWN HALL COMMITTEE**

**Minutes of the meeting held on 9<sup>th</sup> December 2025 at 6pm  
in the Kidderminster Room, Wyre Forest House**

**Present:**

**Councillors:**

J. Beckingham (Vice Chair)  
S. Hollands  
F. Oborski  
D. Hine

**In Attendance:**

Town Hall Manager  
Business Development Lead

**Absent:**

J. Aston  
B. Brookes (Chair)  
H. Dyke – Substitute Cllr Dough Hine.  
Cllr Ben Brookes - Substitute Cllr George Connolly  
B. Connor.

**1. APOLOGIES FOR ABSENCE**

B. Brookes (Chair)  
H. Dyke  
J. Aston  
B. Connor

**2. DECLARATIONS OF INTEREST**

Nil

**3. PUBLIC QUESTION TIME**

Nil

**4. MINUTES**

**RESOLVED:** To approve the minutes of the Town Hall Committee held on 15<sup>th</sup> September 2025.

**5. TOWN HALL WORK PROGRAMME (APPENDIX 2)**

The Forward Work Programme was agreed and noted.

**6. TOWN HALL TRANSFORMATION PROJECT**

Members received an update report from the Town Hall Manager on the Podium Construction Programme and the handover checklist for the Town Hall Transformation Project, as detailed in Appendix 3a & 3b. The update was noted.

**7. TOWN HALL EVENTS PROGRAMME PROGRESS REPORT**

Members received an update report from the Business Development Lead on the Town Hall Events Programme, the official re-opening weekend and general feedback and actions.

The update was noted.

**8. VISION STRATEGY (APPENDIX 5A & 5B)**

Members received a report and to endorse the Town Hall components of the Council's Vision 2025–2029, ensuring alignment with overall strategic objectives. Members noted the update delivery report and agreed no changes were required.

**1. 9. TOWN HALL BUDGET REVIEW (APPENDIX 6)**

Members received a budget report and noted the current expenditure to date for 202–2026 and approved the proposed 2026–2027 budgets for submission to Finance and Overview.

**10. NLHF – A JOURNEY THROUGH KIDDERMINSTER'S TOWN HALL**

Members received an update from the Town Hall Manager on the progress of the NLHF – A Journey Through Kidderminster's Town Hall project, as detailed in Appendix 5. The update was noted.

**11. TOWN HALL HIRE AND LETTINGS POLICY (APPENDIX 8A & 8B)**

Members received a report recommending the approval of a booking and lettings policy. Having weighed the benefits and risks the members Approved the draft bookings and lettings policy for the Town Hall, to provide guidance and direction for future events in the Town Hall.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Chairperson.