

**KIDDERMINSTER TOWN COUNCIL
FINANCE AND OVERVIEW COMMITTEE**

**Minutes of the meeting held on 15th April 2026 in the
Council Chamber, Kidderminster Town Hall**

Present: Councillors: Steve Hollands (Chair), John Beckingham, Liam Carroll, George Connolly (substitute), Bernadette Connor, Doug Hine, Fran Oborski and Mary Rayner.

In Attendance: Hugh Peacocke, Chief Executive Officer (CEO)
Christopher Pugh, Corporate Services Manager
Kate Sexton, Accounts Officer

The meeting welcomed Ms. Kate Sexton who commenced employment with the Council on 2nd March 2026 as Accounts Officer.

APOLOGIES FOR ABSENCE: Councillors Helen Dyke and John Beckingham.

ABSENT: None

58. DECLARATIONS OF INTEREST

None

59. PUBLIC QUESTION TIME

Nil

60. MINUTES

RESOLVED: That the minutes of the previous meeting held on 22nd January 2026 be approved as a true record and signed by the Chair.

61. Approval of Accounts

The CEO presented details of income the Council received from 1st January to 31st March 2026.

The income (appendix 2.1) totalled £1,166,695.30 and included £480,000 in funds transfers from the Council's Premium account.

Of the remaining £686, 695.30:

- £349,878 received from the Public Works loan Board towards the Town Hall Transformation Project,
- £59,779 VAT refund from HMRC,
- £56,984 insurance payment towards storm damage to the Town Hall Roof
- Over £200,000 from Town Hall events and ticket sales.

The meeting complimented the Town Hall team on the strong returns on events.

A member raised a query re seating and evacuation arrangements, which would be referred to the team.

The expenditure for the quarter totalled £790,810.86 (including VAT). Concern was expressed regarding small unaccounted payments which still appeared on the lists. The CEO presented further information and advised the meeting that steps were being taken to address these matters, including:

- Setting up accounts in some local stores.
- Petty cash for smaller payments and
- Amazon password changed

He further reported that the accounting responsibility has now shifted from the District Council to the Town Council, which would ensure better communications between budget holders and accounting officers.

RESOLVED: To approve payments totalling £790,810.86 (including VAT) over the period from 1st January 2026 to 31st March 2026.

62. Budget monitoring

62.1 The meeting reviewed the Council's income and expenditure from 1st April 2025 to 31st March 2026 against budgets set for 2025-26.

The following over expenditures were approved:

- Town Hall re-opening costs: £191,759 (Budget of £100,000)
- ICT Support- £15,183
- Finance Support- £11,054
- Public conveniences repairs- £2,608
- Allotments- repairs to watermain- £5,815
- Insurances £30,481 (Town Hall unoccupied)

62.2 Earmarked reserves at 31.03.26 approved

62.3 Two bad debts written off (SWW Wrestling: £609.60 and Old Swinsford Primary School: £13.78)

63. BANK RECONCILIATIONS

The Committee received the Bank reconciliations for January, February and March 2026.

- 31/1/2026: £564,240.62
- 28/2/2026: £323,729.53
- 31/3/2026: £534,045.22

64. Internal Auditor's Report

The Committee received the first interim Internal Audit report for 2025-26, prepared by LCC Consultancies.

The CEO set out the Council's proposed responses to the points raised in the report, which were also included in the report.

The Committee recommended that the system of internal control be approved at Full Council 22/4/2026.

It was noted that the annual review of internal controls would be approved at Full Council on 11/6/2026.

Resolved:

To receive the interim Internal audit report for 2025-26, and

To Approve the Council's response and the actions set out in the report.

65. Quarterly Vision Action Plan reports

The meeting received the Action Plan report and welcomed the progress being made on the various objectives in the Council's Vision/ Strategy 2025-2029. It was noted that 2 items were red flagged- In Bloom and the Community Awards. The CEO pointed out that these matters had not been included in the Council's budget 2026-27 and Members agreed that the objectives in these matters should be reviewed by Full Council on 22/4/2026.

66. Strategic Risk Register

The CEO presented the Strategic Risk Register at 31st March 2026.

RESOLVED: To approve the Strategic Risk register at 1st April 2026 and to recommend that Full Council approve the register on 22/4/2026

67. Asset Register

The CEO presented the Asset Register at 31st March 2026. The Committee noted the Nominal Valuations shown against assets which had been transferred from the District Council and the replacement/ insurance valuations recorded against them. The meeting agreed to continue the policy of self-insuring playground equipment.

A member queried the value of contents at the Tennis Club and the justification for insuring the premises. There was also concern about public access to the club's facilities, which the CEO said was a matter being considered by the Services Committee.

RESOLVED: To approve the Asset register at 31st March 2026.

68. Forward Work Programme

Received and noted.

CEO to convene the Climate Emergency Working Group before the end of May.

The Meeting closed at 7.30 pm.

Signed: _____
Chairman

Date: _____