



Kidderminster
Town Council

Town Hall, Vicar Street
Kidderminster DY10 1DA

office@kidderminstertowncouncil.gov.uk

01562 732680

The meeting of the **CIVIC, COMMUNITY AND EVENTS COMMITTEE** will be held in the **KIDDERMINSTER TOWN HALL, COUNCIL CHAMBER** on **MONDAY 19TH OCTOBER 2026** when Members are summoned to attend.

Yours Sincerely,

Civic, Community and Events Manager

Membership: Councillors: M. Rayner (Chair), D. Chambers, H. Dyke, N. Gale, D. Hine, M. McDonnell, S. Miah.

EVENTS COMMITTEE AGENDA

1. Apologies for absence

2. Declarations of interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members are reminded that should you declare a pecuniary interest at a meeting, it is their responsibility to inform the Monitoring officer.

3. Minutes (Appendix 1)

To approve the minutes of the meeting of the Civic, Community and Events Committee held on 9th September 2026.

4. Public Question Time

In accordance with Standing Order 3(c), to allow members of the public to make representations, ask questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

5. Twinning 50th Anniversary Celebration (Appendix 2)

To note and approve updates of the Twinning 50th Anniversary Celebration working group

6. St George's Centenary Working Group

To agree a date for a meeting of the Working Group after the end of November.

7. Christmas Lights Switch On 2026 (Appendix 3)

To note updates on the Christmas Tree (Appendix 3a)

and

Receive event schedule and note preparations for the Christmas Lights Switch On
(Appendix 3b)

8. Other upcoming events (Appendix 4)

To receive event schedules and note preparations for other forthcoming events:

- Remembrance Sunday Service and Parade **(Appendix 4a)**
- Santa in the Town Hall **(Appendix 4b)**
- Christmas Carol Service **(Appendix 4c)**

9. Civic Protocols update (Appendix 5)

To agree additions for the Civic Handbook.

9.1 Protocol for Flag Flying **(Appendix 5a)**

9.2 Protocol for Mayor Succession **(Appendix 5b)**

10. Town Crier Competition (Appendix 6)

To consider possibility of hosting a Town Crier Competition.

11. Town Council Awards (Appendix 7)

To consider possibility of introducing a Town Council awards event, held every two years, and the associated future budget provision.

12. No Barriers Awards (Appendix 8)

To consider possibility of the Town Council taking on responsibility for 'No Barriers Awards' in future.

13. Town Hall 150 years anniversary 2027 (Appendix 9)

To consider commemorating the 150th anniversary of the completion of the administrative section of Kidderminster Town Hall in 1877.

14. Forward work programme (Appendix 10)

To agree items for discussion at future meetings of the Civic and Events Committee, as attached.

15. Exclusion of Public and Press

RECOMMENDED in terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to confidential and confidential financial information and it is, therefore, RECOMMENDED that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded.

16. Dementia Action Alliance

To approve donations of the EMR funds (£1483.23) to relevant local groups or charities.

17. Honorary Freeman proposal

To consider an Honorary Freeman proposal.

**KIDDERMINSTER TOWN COUNCIL
CIVIC AND EVENTS COMMITTEE**

**Minutes of the meeting held on Wednesday 9th September 2026
in the Council Chamber, Kidderminster Town Hall**

Present:

Councillor M. Rayner (Chair)

Councillor D. Chambers

Councillor N. Gale

Councillor D. Hine

Councillor M. McDonnell

Councillor S. Miah

Civic, Community and Events Manager

1. APOLOGIES FOR ABSENCE

Councillor H. Dyke

2. DECLARATIONS OF INTEREST

Nil.

3. MINUTES

RESOLVED: That the minutes of the Civic and Events Committee meeting held on 30th June 2026 be approved.

4. PUBLIC QUESTION TIME

Nil.

5. TWINNING 50TH ANNIVERSARY CELEBRATION (APPENDIX 2)

Members noted and approved updates from the Chair of the Twinning 50th Anniversary Celebration working group (Appendix 2a)

And

Approved the Terms of Reference for the Working Group (Appendix 2b), subject to amendments.

6. ST GEORGE'S PARK CENTENARY

Members received an update from the CCE Manager, who advised that the Friends Group had again been asked to submit details of any support required for the centenary celebrations. Details were requested by 5th October.

The Committee requested that a St George's Centenary Working Group meeting be held during the day on 6th October, ahead of the CCE Committee meeting that evening.

The CCE Manager advised that Terms of Reference for the Working Group should be considered.

The Committee agreed that these should follow a similar format to the Twinning Working Group Terms of Reference.

7. 7a) CHRISTMAS LIGHTS SWITCH ON 2026 (APPENDIX 3)

Members noted updates on the Christmas Lights Switch On.

The CCE advised that since the meeting papers had been distributed, the lights switch on time will move to 5.30pm.

7b) CHRISTMAS LIGHTS ADDITIONS AND CHRISTMAS TREE PROVISION (APPENDIX 4)

Members requested that local businesses be approached to explore opportunities to sponsor lamp post lights.

Members opted for Option 3b – Use previous tree (for 2026).

Members agreed that a review of budget line 401 3860 (Christmas Lights electricity) requires reviewing.

Members also requested further detail of outstanding electricity costs.

8. YOUTH MAYOR / MAYOR'S CADET (APPENDIX 5)

Members unanimously agreed to propose to Full Council that all Councillors undergo Enhanced DBS checks. The Youth Mayor Protocol was approved subject to the agreed amendments and Full Council approval of the proposal.

Members also enquired as to a general Council safeguarding policy.

9. CLIMATE CHANGE (APPENDIX 6)

The committee discussed and considered ways in which Civic, Community and Events activities and events can be made more environmentally friendly and sustainable, approving further suggestions as detailed in the report.

10. KIDDERMINSTER DEMENTIA ACTION ALLIANCE

Members agreed to Defer this item until a list of organisations previously involved in the Kidderminster Dementia Action Alliance were provided.

11. FORWARD WORK PROGRAMME (APPENDIX 7)

The Committee agreed additions to the forward work programme.

Meeting closed: 8.04pm

Signed: Date:

Appendix 2 - Twinning Civic Visit & 50th Anniversary WG Meeting Notes UPDATED

Tuesday 22nd September 2026 - 2pm

1: Discussion of Action Items

The meeting discussed updates including:

- a) Town Hall confirmed that the booking fee is not added to the free children's tickets, allowing them to remain free of charge.
- b) Light refreshments for Welcome booked. £288 plus drinks.
- c) The production team have a draft programme in place
- d) A menu had been received from the Golf Club. *a gluten free and vegan option are to be enquired before invites distributed.
- e) Potential visit to Severn Valley Railway for visitors

The meeting discussed actions items, attached, in depth. From this it was noted:

- f) A donation of £100 to be arranged for KDYT for transport
- g) More photos of past charter events required
- h) Twinning events press release to be published
- i) Lunch items to be actioned*
- j) Concert items to be actioned
- k) Photography to be confirmed
- l) Itinerary to be updated with Severn Valley Railway visit for Saturday 24th October 12.40pm

3: Date of Next Working Group Meeting

Wednesday 14th October – 2pm

Apologies received from Hilary and Pauline

4: Other Business

Nil

Appendix 1: Budget breakdowns

Appendix 2: Schedule

Appendix 1: Budget

Expenditure

Item	Expenditure	Comments
Music Room hire	£820.80	Inc VAT - Inclusive of sound & lighting support, a screen, and stewarding
Julian Richards	£140	No VAT – Stage Manager
Kidderminster Valentines	£200	
Kidderminster Musical Theatre Company	£350	Included within performers budget
Coppice Shanty Crew	£180	
Zachary Ferreira	£50	
Jasmine Brick	£50	
Farefeld	£160	
Beatlesque	£100	
<i>Performers (overall)</i>	<i>~£1,020</i>	<i>Includes all performers thus far</i>
Refreshments	~£300	
Commemorative gifts	~£65	Two gifts required
Transport	£100	Budget allocation
Printed Programme	~£15	100 copies of 2-sides of A4, folded
Sunday lunch	£200	10x visitors' meals to be funded
	~£30	10x visitors' drinks to be funded
	~£1,000	£20 x 50 attendees
	~£230	Estimated VAT exp.
Estimated Total Expenditure (at present)	£3,990.80	

Estimated Income

Item	Income	Comments
Concert tickets	~£800	80 paying (£10pp, Under 12s free)
Concert Raffle	~£200	40 x £5
Concert Sponsorship	~£300	150
Sunday lunch	~£1,250	50 paying (£25pp income except visitors)
Estimated Total Income:	~£2,550.80	Very rough estimate

Budget Summary (at present)

Budget available	£3,400.00
Estimated income	£2550.80
Estimated expenditure	£3,990.80
Estimated net cost (after income)	£1,440.00 (£3,400-£1960)

Appendix 2: Schedule

Rainer has requested that the schedule be simple one, not with the formality of the previous civic visit (2022). We accept that all events are optional for our guests and will not be exhausting.

Fri 23rd October 2026 :

- Husum flag to be flown
- Visitor arrival at Kidderminster Train Station scheduled for 5.36pm
- 6.30pm - Welcome/Reception in King Charles Room (light refreshments)
- Commemorative carpets on display (J. Talbot to arrange)
- 7.15pm - Town Hall tour (M. Smith)
- Informal dining

Sat 24th October 2026:

- 10am Crocus planting in Talbot Park on the way to breakfast club
- 10.30am, “Breakfast Club” at KDYT
- 12pm: HOGS Walk
- 12.40pm – Severn Valley Railway
- Informal lunch and dinners
- 7pm - 9pm Twinning Celebration Concert

Sun 25th October 2026:

- **10.45am** – Bell ringing
- **11.00am** - Church Service at St Mary and All Saints Church (in both languages)
- **1.30pm** Sunday Lunch: Kidderminster Golf Club, with presentation ceremony of personalised plaques with crests of both towns, plus Twinning displays (generic and Charter)
- 6.30pm Skittles and fish and chips at St Peters Church

Mon 26th October 2026:

- Guests depart for 9.39am train

Appendix 3a

Christmas Tree

At the Civic, Community and Events Committee meeting held on Wednesday 9th September 2026, Members agreed to proceed with option 3b: reuse of the previous Christmas tree, subject to its condition and suitability.

Unfortunately, the previous tree was no longer in a suitable condition for reuse and was subsequently disposed of.

A 20ft artificial cone Christmas tree suitable for outdoor use has therefore been hired for this year at a cost of £4,800.00 plus VAT (£5,760.00 including VAT).

PHS Greenleaf will supply, deliver and install the tree before the Lights Switch on event and collect it in January.

Christmas Lights Switch On – Draft Schedule

Saturday 14th November 2026

3pm – 9pm (Lights Switch On at 5.30pm)

Overview

For this year's event, the main celebration area will be located outside Kidderminster Town Hall, with one main performance stage near the Roland Hill statue. Additional event areas will include Exchange Street, High Street, Bull Ring, Market Square and the area outside the Piano Building. The event will feature live entertainment, festive market stalls, fairground attractions and activities throughout the town centre. The official Christmas Lights Switch-On will take place outside the Town Hall.

1. Budget breakdown

	Details	Amount
KTC	Lights (Town centre)	£23,000
	<i>Event Support</i>	<i>£4,000</i>
	Total KTC contribution	£27,000
BID	<i>Event Support</i>	<i>£4,000</i>
	Total BID contribution	£4,000
WFDC	Grant funding	£2,000
Total		£33,000

2. Locations

Location	Functionality
In front of Town Hall (near Roland Hil statue)	Main performance stage / Lights Switch On With fairground attractions
Vicar Street, High Street, and Bullring	Market vendors (Bescot)
Weavers Wharf / Market square (in front of B&M)	Extra local market stalls
Weavers Wharf (next to Town Hall)	Area to remain clear to support pedestrian movement and crowd management
Exchange place and piano building	Fairground

3. Running order

An outline of the indicative timings is provided below. The performance schedule to be refined in consultation with BID.

Time	Activity	Notes
3pm	Event begins	Entertainment, stalls and attractions
4.30PM onwards	Mayor robed and engaging with attendees, select best dressed child, with family	Judging the children's festive outfit competition
5.15pm-5.30pm	Mayor on stage before the switch on. with best dressed children competition	
5.30pm	Lights Switch On	On stage
	Headline performance	
Ongoing	Entertainment acts, trails, fairground, stalls, local acts	Both stages & walkabout acts

4. Staffing/ services

Role	Person / Notes
Staff	KTC staff
Staff	BID staff (including security)
Other	Photography, Press, sound & lighting
Mayor	4.30–6.30PM (robed, engaging)
Volunteers	Volunteers, Councillors, subject to availability
Town Crier	Confirmed
<i>Sound & Lighting</i>	<i>Load street studios</i>

5. Health & Safety Measures

Measure	Details
Documentation	Risk Assessment, Event Management Plan
Barriers	At all focus points, stage and surrounding tree
Security	Security contractor & BID security
Stewards	To be deployed across event areas, with numbers and locations to be confirmed
Road Closure	Application and traffic management arrangements to be progressed
Police	Police contacted by BID – ensuring visibility/support
Crowd management	Pedestrian routes, event layout and stage area to be considered as part of planning

6. Competitions & Interactives

Competition/Event	Description
Best Festive outfit (children competition)	Winner gets to switch on light with Mayor and potential visit to Mayor's Parlour

Other

- ☐ Market Street toilets – request extended opening hours for the duration of the event.
- ☐ Final Programme: To be confirmed in consultation with BID and performers.
- ☐ Event Layout: Final arrangements to be agreed with relevant contractors and partners.
- ☐ Publicity: Joint promotion through KTC and BID channels.

Remembrance Sunday – Draft Schedule

Sunday 8th November 2026

9.30am – 2pm

Kidderminster Town Hall will serve as the official assembly point for Councillors, Honorary Freeman, and other Dignitaries, in keeping with long-established tradition. Members shall be notified of any updates to this schedule.

1. Robing and Arrival (Town Hall)

- **9.30am** – Councillors and Honorary Freeman arrive at the Town Hall to robe.
- **10am** – Other dignitaries arrive at the Town Hall.
- Hot drinks available on arrival.

2. Parade Organisation (Batemans Yard)

For all marching organisations:

- **10am** – Arrive at Batemans Yard Car Park
- **10am** – Form-up begins
- **10.30am** – Parade departs

Civic Party:

- Will join the parade as it passes the Town Hall at approximately **10.35am**

3. Processional Route to War Memorial and Church

Parade Route (outward):

- Batemans Yard Car Park
- New Road
- Bridge Street
- Oxford Street
- Vicar Street
- Bull Ring
- Lower Mill Street
- St Mary's Ringway
- War Memorial
- St Mary and All Saints Church

Managed by Midlands Bike Marshalls and Headway Traffic Management.

Increased police assistance – to be confirmed
BID security assistance – to be finalised

4. Services

- **10:45am** – Arrival at War Memorial.
- Short outdoor service at War Memorial, two minute silence and bugle played, wreaths laid.
- Followed by a Service of Remembrance inside the Church, approx. 1 hour.
- Finishing at approx. **12pm**

5. Return Parade and Salute

- Parade returns via reverse route arriving at approx.**12.15pm**
- The salute taken at the Town Hall as the parade passes
- Parade continues to Batemans Yard for dispersal

6. Post-Parade

- On return to Batemans Yard, the Mayor will thank all participants
- Parade participants are invited to the Town Hall for light refreshments
- Refreshments will be served from **12.15pm – 2pm** approx.

Summary Timeline

Time	Activity
9.30am	Councillors & Honorary Freeman robe at Town Hall
10.00am	Dignitaries arrive / Marching organisations arrive at Batemans Yard
10.15am	Marching organisations form up
10.30am	Parade departs
10.35am	Civic Party joins parade
10.45am	Service at War Memorial
11am	Service of Remembrance in Church begins
~12pm	Service ends / Parade begins return procession
~12.15pm	Salute at Town Hall / Return to Batemans Yard
~12.30pm	Mayor thanks participants / Light refreshments at Town Hall

Group leaders wishing to lay a wreath at the memorial should contact the Town Council offices by Friday 30th October.

Santa in the Town Hall - Saturday 12th December 2026

Quiet Hours

Designated quiet hours are proposed between 9.30am and 12.00pm, specifically tailored to children with special educational needs (SEN).

Standard public sessions would follow from 12.00pm to 3.00pm.

This arrangement aims to ensure inclusivity while optimising the use of available space and resources.

Preparations

Plans for this year's arrangements will take lessons learned from last years. For example, two Santas, breaks on a rota, increased staffing, usage of both Music Room and Corn Exchange.

Venue Arrangements

Confirmation is sought regarding the use of the igloo structure within the Town Hall music room.

Event Materials

New teddy bears (used as free gifts to children visiting Santa) shall be ordered for the event.

Councillor Support

As with all major events, particularly during the Christmas period, Councillor support remains invaluable. Members who wish to volunteer are kindly requested to contact the CCE Manager to confirm their availability.

Christmas Carol Service – Sunday 20th December

The above date has been confirmed with St Mary and All Saints Church for this year's Civic Christmas Carol Service.

The service will follow a similar format to previous years, with timings, readings and other arrangements to be finalised following further discussions with the Church, which will host the service.

The event provides an opportunity for Town Councillors, civic representatives and members of the community to come together to celebrate the festive season.

Members who would be willing to undertake a reading during the service are kindly asked to inform the Mayor or CCE Manager.

Financial Implications

There is currently no specific budget allocation for the Civic Christmas Carol Service, with associated expenditure traditionally charged to the Mayor and Civic budget.

Potential costs, excluding staffing costs, include:

- Refreshments following the service.
- Printing of service sheets.
- Any contributions or associated costs requested by the Church.

Costs will be confirmed as arrangements are finalised, with expenditure subject to the available Mayor and Civic budget.

Draft Flag Flying Protocol

1. Purpose

Flag-flying arrangements shall follow national guidance and applicable consent requirements.

2. Town Hall flagpoles

The Town Hall has three angled flagpoles at the front.

The roof-mounted pole shall be reserved for the Union Flag, as the prominent position. The front poles may display approved flags for civic occasions, commemorations and events.

3. Town Hall events

Flags relating to temporary events within the Town Hall may be flown for the event's duration, subject to Council approval, applicable restrictions and any necessary consent.

4. Approval

Requests to fly flags shall be submitted to the Town Council and referred to the Civic, Community and Events Committee for approval.

5. Operation and maintenance

Designated staff shall raise, lower and check flags. Flags and poles shall be kept safe and well maintained, with worn or damaged flags replaced.

Flags may be removed during unsafe weather or for maintenance.

6. Review

The protocol and schedule shall be reviewed periodically and when national guidance changes.

Reference: [Government guidance: *Flying flags — a plain English guide*](#).

Proposal of Town Crier Competition

1. Background

The Committee previously agreed to include the possibility of hosting a Town Crier Competition in its forward work programme.

Members are asked to consider whether to host a future competition at Kidderminster Town Hall.

2. Event arrangements

For such event, the following would need to be established:

- Competition format, rules and judging arrangements
- Likely number of competitors and accompanying guests
- Suitable dates and Town Hall availability
- Space, seating, equipment and accessibility requirements
- Arrangements for public attendance, venue capacity and stewarding
- Health and safety arrangements, including risk assessment, first aid, emergency procedures and management of noise levels, confirmation of appropriate insurance cover etc
- Staffing and volunteer requirements for planning and delivery
- Refreshments and hospitality arrangements
- Publicity and promotion
- Estimated costs and funding options, as outlined in Section 3.

The Town Crier and Town Hall team would be consulted on the proposed arrangements.

3. Indicative costs

An indicative estimate of **£1,300–£2,000** is based on published expenditure figures from other town councils.

The estimate excludes opportunity costs, such as:

- Potential Town Hall hire income
- Staff time, including preparation, set up, clearance.

Potential direct costs would include:

- Refreshments for competitors, accompanying guests and judges
- Trophies, engraving and prizes
- Judges' expenses and any agreed travel or accommodation contributions
- Publicity, printing and signage
- Duty Manager and stewards
- Cleaning and equipment

The Committee may consider including provision for the competition in its budget proposals for the next financial year, subject to Full Council approval.

4. Decision

Members are asked to consider whether to host a Town Crier Competition and, if so, agree a proposed budget for inclusion in the next financial year's budget proposals, subject to Full Council approval.

Proposal of Town Council Awards

1. Background

Kidderminster Town Council previously organised Community Awards at the Town Hall. The 2019 was the last year of the awards and included sixteen categories recognising individuals, groups and organisations. Categories included Charity Champions, Teacher of the Year, Young Achiever, Dementia Supporter, Unsung Hero and Volunteer of the Year.

Members are asked to consider whether to introduce a Town Council awards event, held every two years, building on this previous activity.

2. Event arrangements

The awards could recognise contributions to Kidderminster's community, with categories and eligibility criteria to be agreed by the Committee.

The following would need to be established:

- Award categories and eligibility criteria
- Nomination process, publicity and closing dates
- Judging panel, assessment criteria and arrangements for managing conflicts of interest
- Event date, format, venue and anticipated attendance
- Invitations, presentations and hospitality
- Space, seating, equipment and accessibility requirements
- Health and safety, first aid, stewarding and insurance arrangements
- Staffing and volunteer requirements
- Sponsorship opportunities and funding options

3. Indicative costs and budget provision

Published town council figures include reported awards expenditure of approximately £1,000-£6,000. Event arrangements and the costs included vary.

The estimate excludes opportunity costs, such as:

- Potential Town Hall hire income
- Staff time, including preparation, scheme development, set up, clearance

Potential direct costs would include:

- Sound and lighting
- Trophies, engraving and certificates/ frames
- Refreshments or catering
- Publicity, printing and invitations
- Decoration
- Photography
- Duty manager and stewards
- Cleaning and equipment

4. Decision

Members are asked to consider whether to host a Town Council awards event every two years and, if so, agree a proposed budget for inclusion in the next financial year's budget proposals, subject to Full Council approval.

Proposal of No Barrier Awards

1. Background

The No Barriers – the Mike Oborski Awards, organised by Wyre Forest District Council, recognise individuals, businesses and organisations that improve access and opportunities for people with disabilities across Wyre Forest. The awards began in 2008 in memory of Councillor Mike Oborski.

In the context of local government reorganisation, Members are asked to consider whether the Town Council should explore taking on responsibility for the awards. Any future arrangements would require discussion with the District Council and the event panel.

2. Matters for consideration

- The District Council's plans and possible partnership arrangements
- Whether the awards would remain district-wide or cover Kidderminster only, and the practicalities of this
- Nomination criteria, judging, event frequency and venue
- Staffing and volunteer requirements
- Health and safety, first aid, stewarding and insurance arrangements
- Any transfer of funding, records or materials

3. Costs and resources

Wyre Forest District Council's February 2023 budget papers included provision for approval of up to **£1,000 per year**, for the No Barriers Awards, for the next three years, *on the basis that administrative support from the District Council would be kept to an absolute minimum/ administrative support comes from outside WFDC.*

Potential direct costs include awards, catering, publicity, photography, venue staffing, equipment and accessibility support.

Opportunity costs would include potential Town Hall hire income and Staff time, including preparation, scheme development, set up, clearance.

4. Decision

Members are asked to consider whether to explore taking on responsibility for the awards and if so, to authorise discussions with Wyre Forest District Council and the existing awards panel.

Proposed arrangements, costs and resource requirements would be reported back to the Committee.

Town Hall 150th Anniversary (administrative building) 2027

Background

2027 will mark the 150th anniversary of the completion of the administrative section of Kidderminster Town Hall, which opened in January 1877.

The Town Hall was developed in phases, with the Corn Exchange opening in January 1855 as a trading place for local farmers, followed by the Music Room in November 1855, which opened with a two-day music festival.

The second phase, completed in January 1877, provided accommodation for local government, including Council offices and a Council Chamber. The building also originally housed a police station, cells, an exercise yard and a courtroom.

Potential Commemorative Activities

Members may wish to consider marking the milestone through a modest programme of activities, similar to those undertaken for Kidderminster Town Council's 10th anniversary.

Possible activities include:

- Anniversary newsletter & special publications
- Commemorative Plaque
- Anniversary Social Media Campaign & press releases
- Anniversary Banner for promotional and photo opportunity

Financial and Resource Implications

Costs would depend on the nature and scale of any celebrations agreed. Some activities could potentially be delivered using existing Council resources, while others may require additional funding.

Town Hall availability any associated staffing requirements would also need to be considered as opportunity costs.

Recommendation

That Members consider marking the 150th anniversary of the administrative Town Hall building in 2027 through commemorative activities, drawing on arrangements undertaken for the Town Council's 10th anniversary, and identify preferred activities for further investigation, including associated costs and resource requirements.

Kidderminster Town Council

Work Programme for Civic and Events Committee Meetings for the Municipal Year 2026/27

Standing Items on each (ordinary meeting) agenda:

1. Apologies
2. Declarations and Dispensations
3. Approval of Minutes of previous meeting
4. Questions/Petitions from members of the Public

Standing items until end of business:

- *Twinning 50th Anniversary*
- *Christmas Lights Switch On*
- *St George's Park Centenary*

Other items of Business

Meeting Date	Item
30 June 2026	Terms of Reference
	Forward Work Programme
	Events feedback and Civic, community, events update
	Twinning 50 th Anniversary
	Mayor's cadet
	Working Groups
	Upcoming civic events (Remembrance, Christmas)
September 2026 (additional meeting)	<i>Twinning 50th Anniversary</i>
	<i>St George's Park Centenary</i>
	<i>Christmas Lights Switch On</i>
	Christmas lights and tree provision
	Mayors Cadet/ Youth Mayor
	Climate Change
	Terms of Reference for Working Groups (Twinning & St Georges)
	Kidderminster Dementia Action Alliance
6 October 2026	<i>Twinning 50th Anniversary</i>
	<i>Christmas Lights Switch On</i>
	<i>St George's Park Centenary</i>
	Christmas Lights and Santa in the Town
	Remembrance Sunday
	Civic protocols update, such as: Flag Flying
	Possibility of hosting Town Crier Competition
	Possibility of budget and event for Town Council awards, bi-annually
	Possibility of town councils taking on No Barriers Awards in future
14 December 2026	<u>26/27 Budget</u>
	To recommend a Budget to the Finance and Overview Committee
	<i>Twinning 50th Anniversary</i>
	<i>Christmas Lights Switch On</i>

