

**KIDDERMINSTER TOWN COUNCIL
CIVIC AND EVENTS COMMITTEE**

**Minutes of the meeting held on Monday 19th October
in the Council Chamber, Kidderminster Town Hall**

Present:

Councillor M. Rayner (Chair)
Councillor H. Dyke
Councillor D. Chambers
Councillor S. Hollands (Substitute for Cllr N. Gale)
Councillor M. McDonnell

Civic, Community and Events Manager
BID Manager

1. APOLOGIES FOR ABSENCE

Councillor N. Gale, Councillor D. Hine, Councillor S. Miah

2. DECLARATIONS OF INTEREST

Nil.

3. MINUTES

RESOLVED: That the minutes of the Civic and Events Committee meeting held on 9th September 2026 be approved.

4. PUBLIC QUESTION TIME

Nil.

5. TWINNING 50TH ANNIVERSARY CELEBRATION (APPENDIX 2)

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

6. St George's Centenary Working Group

Members noted that a meeting of the Working Group was to be arranged after the end of November.

7. Christmas Lights Switch On 2026 (Appendix 3)

Members noted updates on the Christmas Tree (Appendix 3a)
and

Received event schedule and noted preparations for the Christmas Lights Switch On (Appendix 3b)

8. Other upcoming events (Appendix 4)

Members received event schedules and noted 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)

Members **RESOLVED:** 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)

Members considered the possibility of hosting a Town Crier Competition in the future and agreed in principle to hold the event, with the item to be included in the Forward Work Programme for further consideration at the next Committee meeting.

11. Town Council Awards (Appendix 7)

Members considered the possibility of hosting a Town Council Awards in the future and agreed in principle to hold the event, with the item to be included in the Forward Work Programme for further consideration at the next Committee meeting.

12. No Barriers Awards (Appendix 8)

Members agreed to defer consideration of the Town Council taking on responsibility for the No Barriers Awards, pending further investigation into the proposal.

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

RESOLVED 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, RESOLVED that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded.

16. Dementia Action Alliance (Appendix 11)

Members agreed to defer consideration of the allocation of earmarked reserve (EMR) funds as donations to relevant local groups or charities, pending further investigation.

17. Honorary Freeman proposal (Appendix 12)

Members agreed to defer consideration of an Honorary Freeman proposal.

Meeting closed: 20.16pm

Signed: Date: