APPENDIX 1.

KIDDERMINSTER TOWNCOUNCIL
TOWNCOUNCIL

Minutes of the meeting held at p.m. on Wednesday 21st October 2026
In the Council Chamber, Kidderminster Town Hall

Present:
Councillors Shazu Miah (Town Mayor), John Aston, John Beckingham, Liam Carroll, Vicky Caulfield, Darren Chambers, George Connolly, Mark Crosby, Doug Hine, Steve Hollands, Mary McDonnell and Fran Oborski (MBE),

In Attendance
Hugh Peacocke, Chief Executive Officer.

APOLOGIES FOR ABSENCE
Councillors Ben Brookes, Bernadette Connor, Helen Dyke, Mike Smith, Nicky Gale and Mary Rayner

17. DECLARATIONS OF INTEREST
None

18. PUBLIC QUESTION TIME
No questions received.

19. APPROVAL OF MINUTES

RESOLVED: To approve the minutes of the meeting of Kidderminster Town Council held on 11th June 2026.

20. TOWN MAYOR'S REPORT
Councillor Shazu Miah, Town Mayor, reported on Mayoral activities since the last meeting of the Council. Among the various events, he highlighted the following:

- The visit by the Lord Lieutenant and her Deputy on 25th September
- The visit to Young Gloves Karate,
- 2 school visits
- The screening of the Public Emergency Briefing at the Town Hall, on 21st September
- Welcoming visitors to the Town Hall

The Mayor also mentioned the upcoming events around the 50th Anniversary of the Town Twinning Charter with Husum and the pausing of Local Government Reorganisation.

21. Minutes of Committee Meetings held since the June meeting of full Council.
The Council noted the minutes of the Committee meetings held since 11th June.
Where the Committee chairman was not in attendance, members were invited to submit any questions to them.

Signed: …… Date: ……

22. Assertion 10 and website accessibility

The CEO told the meeting that Assertion 10 is a mandatory governance statement introduced by the Smaller Authorities' Proper Practices Panel (SAPPP) in the 2025/26 Practitioners' Guide. It requires parish and town Councils in England and Wales to formally confirm on their Annual Governance and Accountability Return (AGAR) that they have proper data, digital, and IT arrangements in place.

The Assertion sets out the actions that the Council needs to take and the report form the Corporate Services Manager and the CEO illustrated how the Council met the requirements.

Resolved that the Council has in place satisfactory arrangements to meet the requirements of Assertion 10 for the financial year 2026-27.

23. External auditor's report 2025-2026

The Town Mayor invited the CEO to present the external auditor's report for the financial year ending under 31st of March 2026.

The CEO said that the Council's Annual Governance Statement and Statement of Accounts, as approved at the Council meeting on 11th June 2026, was submitted on 12th June to the External Auditors, PKF Littlejohn. The External Auditors published their opinion, dated 15th September 2026, which was as follows:

"On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability return (AGAR), in our opinion the information in sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

The External Auditors also referred to other matters, not affecting their opinion, which had been raised by the Council's internal auditor and the CEO advised the meeting of the measures taken to address these issues.

RESOLVED: To receive the report and to approve the actions which officers are taking to address the other matters raised in the report.

24. Climate Change and Biodiversity Working Group

The CEO presented the report, which covered the issues discussed at the Working Group online meeting on 17th September and the screening of the Public Emergency Briefing in the Town Hall on 21st September. The report included an update on the Council's Climate Emergency Action Plan.

The CEO told the Council that the next meeting of the Working Group was scheduled for 2nd November and would be attended by Mr. Stuart Payton, Head of Transport Operations and Mr. Jim Bowe, Bus Service Improvement Programme Manager, Worcestershire County Council.

Councillor Caulfield thanked the CEO and The Town Hall team for their work in presenting the screening of the Peoples' Emergency Briefing on 21st September.

Councillor Crosby told the meeting that Worcestershire County council was rolling out a programme of EV charging points, including some in Kidderminster.

Signed: …… Date: ……

25. Corporate Travel Policy

The meeting considered the Corporate Travel policy as recommended by the Climate Emergency and Biodiversity Working Group. The meeting agreed that "wheeling" be removed from paragraph 2 A, and subject to that amendment,

RESOLVED: To approve the Corporate Travel Policy.

26. Budget 2027-28

The CEO circulated a timetable for the preparation of next year's budget and the review of the Council's Vision 2025-to 2029, so that all Members would be aware of the schedule and the process and how they could contribute their comments and ideas.

It was noted that the Finance and Overview Committee had requested an informal Budget Briefing for Members and Officers, which would be held in the Town Hall on Thursday 17th December, 2026.

Members and officers would be invited to submit suggestions and responses for the Budget and the Vision, which should be back to the CEO before 2nd November. Any submissions received would be referred to the relevant Committee for consideration.

27. Clement Dalley Drive play park (Silverwood's Estate) park transfer

The Town Mayor invited the CEO to present a report from the Council's Operational Services Manager, Adam Stockhall.
He told the Council that the Services Committee was recommending that the Council approve this transfer, with effect from 1st April 2027 and detailed the terms and conditions for the transfer.
Members expressed concerns about the longer term costs of this transfer and the precedent that might be set. There were also questions around the planning status of the land, whether the playground was in public or private ownership and the ongoing service charges which might be levied by the management company for the development.

It was proposed by Councillor George Connolly, seconded by Councillor Darren Chambers, that the Council does not approve the proposed arrangements.

An amendment was proposed by Councillor Fran Oborski, seconded by Councillor Vicky Caulfield, that the proposed transfer be deferred while the council investigates the matters raised above.

The amendment was supported by seven members and therefore carried.

28. Full Council Forward Work Programme 2026-27

The meeting noted the Forward Work Programme.

The Meeting concluded at 6.56 pm.

Signed: …… Date: ……