

KENILWORTH TOWN COUNCIL

Minutes of the Meeting of the Finance and General Services Committee

Commencing at 7.00 pm on Thursday 17 December 2020

PRESENT: Councillor R J Barry (Chair).

Councillors: P Austin, A G Chalmers, M F Coker, J A Cooke, S A Cooke, A M Dearing, J A Dearing, K S Dickson, R G Dickson, T J Drew, A J Firth, G D Hyde, P J Jones, A J Kennedy, A W Milton.

Town Clerk: Miss M S Field.

Deputy Town Clerk: Mr N. Eaton.

Two Members of the Public were present. The Press were not represented.

FGS.160 **DECLARATIONS OF INTEREST**

FGS.164	ALLOTMENTS	Councillor R Barry	Personal; KATA Member
FGS.164	ALLOTMENTS	Councillor G D Hyde	Personal; KATA Member
FGS.164	ALLOTMENTS	Councillor P J Jones	Personal; KATA Member

Councillors J A Cooke, K S Dickson, R G Dickson, A J Kennedy, A W Milton, made a general declaration of personal interest in relation to any items regarding Warwick District Council.

Councillor J A Cooke made a general declaration of personal interest in relation to any items regarding Warwickshire County Council.

FGS.161 **APOLOGIES**

Councillors: J E P Worrall

FGS.162 **MINUTES**

Members NOTED the Minutes of the Finance and General Services Committee held on 8 October 2020. These were received and approved by Town Council on 22 October.

MATTERS ARISING

FGS.163 TOWN CENTRE WORKING GROUP (FGS.115 and 138)

Councillor Coker gave a verbal update report regarding Town Council support for various recent initiatives and activities taking place within the Town. These included the Shop Window Competition, Christmas Tree Competition and cycle parking (for December 12 Shopping Day).

It was proposed, seconded and:

RESOLVED that Kenilworth Town Council send letters of thanks to Organisers of the Tree Festival and Shakespeares Hospice for allowing use of their shop premises for displays.

Councillor Milton updated on the activities and arrangements focused on cyclists, and reported that 30 cyclists including families took advantage of secure cycling and free hot drinks. The Police Safer Neighbourhood Team attended and carried out free security marking of bikes.

FGS.164 ALLOTMENTS – UPDATE ON CURRENT POSITION (FGS.130)

Members NOTED that no further progress update was available.

FGS.165 THE POUND (FGS.131)

Members NOTED that no further progress update was available.

FGS.166 GRANT SUBMITTED TO WARWICKSHIRE COUNTY COUNCILLORS GRANT FUND (FGS.156)

Members NOTED that a Grant for £1,500 for the planting of further Roadside Trees in Kenilworth has been awarded to the Town Council from the grant fund offered by the Warwickshire County Councillors. Funds have now been received into our account.

STANDING MATTERS

FGS.167 REVIEW OF GRANTS AWARDED 2019-2020

The Chair read a report recently submitted from Shakespeares Hospice which included a request for permission that the organisation can carry forward the £1350 grant for staff training into the next financial year, as the training sessions have been deferred until Spring and Autumn 2021. It was proposed, seconded and

RESOLVED that the Clerk confirm to Shakespeare Hospice that KTC agree to the grant of £1350 being carried forward to the next financial year for training to be rearranged.

FGS.168 INTERNAL AUDIT – REPORTS AND ACTION

The Chair presented the Internal Audit Report for Quarter 2.

The Auditor reported no issues to note apart from chasing up the VAT paperwork for two standing orders which KTC makes and claims vat on the amounts. All seems in good control with no real matters except the vat receipt items, “so again well done everyone”.

The Chair thanked the Town Clerk and her Team for this work.

Members NOTED this update.

FGS.169 TWINNING

Councillor P Austin reported on the previous evenings Kenilworth Twinning Association meeting, where formalising the new twinning arrangement with Roccalumera was the main priority. It was also reported that the Twinning Association are very keen to be involved in the promotion of the town, and wish to be identified as a Stakeholder in the WayFinding project. The Twinning Association would also like to investigate introducing welcome statements in various languages into the Town, eg at Kenilworth Station.

Members NOTED this update.

FGS.170 GRIT BINS

Councillor A Chalmers reported that following the Report presented to Town Council on 3 December, several requests had been received from Schools for Grit Bins to be placed on their private land. Four had been delivered to date (with salt), with one other in hand.

Members NOTED this update and thanked the deputy Clerk for his work in this area.

NEW MATTERS

FGS.171 APPLICATION FOR GRANT FUNDING – TIME4HOPE

Members considered an Application for Funding support in the sum of up to £2560.00 from TIME4HOPE.

All submitted documentation and budgets were taken into account. The Chair confirmed that the applicant had been interviewed, and there was support for the bid, and it was:

RECOMMENDED that the sum of £2560.00 be granted to TIME4HOPE, from the Grants (Unspecified Allocation) budget.

FGS.172 APPLICATION FOR GRANT FUNDING – ENTRUST CARE PARTNERSHIP

Members considered an Application for Funding support in the sum of up to £1720.00 from the ENTRUST CARE PARTNERSHIP.

All submitted documentation and budgets were taken into account. The Chair confirmed that the applicant had been interviewed, and there was support for the bid, and it was:

RECOMMENDED that the sum of £1720.00 be granted to the ENTRUST CARE PARTNERSHIP, from the Grants (Unspecified Allocation) budget.

FGS.173 APPLICATION FOR APPROVAL OF SPEND – WORKING GROUPS

Councillor A Milton provided full details of proposals to fund a Bikeability Course during February Half Term. It was proposed, seconded and:

RESOLVED that Kenilworth Town Council will provide funding of up to £150.00 for a Bikeability Course, to be held at the Kenilworth Centre over February half-term.

Members further agreed that the Working Group Initiative Budget will be used for agreed funding.

FGS.174 BUDGET AND PRECEPT FOR FINANCIAL YEAR 2021-2022

The Chair outlined published budget proposals, prepared following discussions with Group Leaders.

These were considered in detail, discussing issues line by line.

Protracted debate took place regarding the proposed reduction in General Reserves, their purpose and consequential implications on future budgets.

After full consideration it was proposed by Councillor R Barry, seconded by Councillor P Jones and:

RECOMMENDED by majority, that Kenilworth Town Council adopts a budget based on submitted figures, amounting to a total spend of £233,400. The precept for the financial year 2021-2022 should be set at £18.83 per household (Band D). The balance of funding for any adopted budget, beyond that provided by the precept, and other identified income, will be drawn from the earmarked and General reserves.

Due to concerns raised regarding risk assessed General Reserves, it was further proposed, seconded and:

RESOLVED that Kenilworth Town Council set up a Task and Finish Group to review and outline strategic financial planning beyond the current year. This will include budgets, precepts and reserves.

FGS.175 NEXT MEETING

To note that the next scheduled meeting of the Finance and General Services Committee will take place on 04 February 2021, at 7pm.

The meeting concluded at 8.10 pm.

Signed

Dated.....