

Kenilworth Town Council

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26 January 2024

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a **FINANCE AND GENERAL SERVICES COMMITTEE MEETING** will be held in the Council Chamber at Jubilee House, on **THURSDAY 1 FEBRUARY 2024**, following a SPECIAL MEETING OF THE TOWN COUNCIL at 7.00pm, when you are requested to attend.

A handwritten signature in black ink, appearing to be 'M. K. S.', written over a horizontal line.

Town Clerk

DECLARATIONS OF INTEREST

Members are reminded of the utmost importance of making declarations of interest in respect of any of the items appearing on the Agenda below. Declarations should be entered on the form circulated with the attendance register, and should be made orally immediately before the item is discussed. Particular care should be taken to ensure that any beneficial or disclosable pecuniary interest has been identified under the provisions of Section 31 of the Localism Act 2011. If the interest is not registered, formal notification of it must be made within 28 days. Members are reminded of the need to also declare predetermination of any matter.

1. DECLARATIONS OF INTEREST
2. APOLOGIES
3. MINUTES

To **NOTE** the Minutes of the Finance and General Services Committee held on 14 December 2023 (Copy attached at **Enclosure 1**).

4. MATTERS ARISING

(1) ALLOTMENTS – UPDATE ON CURRENT POSITION (FGS.130, 140, 248, 58)

- (i) To **NOTE** that the deed of surrender and transfer documentation regarding the Allotment Land at Beehive Hill has been signed and dispatched.

- (ii) To **NOTE** that the new draft lease to cover all KATA managed sites has been passed to KATA for agreement and confirmation of insurance and trustees.

(2) EVENTS TO MARK DDAY 80 (FGS.73)

- (i) To **RECEIVE** a verbal update on the arrangements planned for the town to mark the 80th Anniversary of D Day on 6 June 2024.
- (ii) To **APPROVE** by Resolution a budget of £1000 to be taken from the Town Events Support budget for financial year 2024/2025.

(3) BLUE PLAQUES (FGS.48)

To **RECEIVE** an update from the Task and Finish Group regarding arrangements for the national scheme. (**Enclosure 2**)

(4) APPLICATION FOR CORE FUNDING – theKenilworthCentre (FGS.64)

To **NOMINATE** a Councillor to attend theKenilworthCentre Trustee meeting as an Observer on 14 May 7.30pm

5. STANDING MATTERS

(1) REVIEW OF GRANTS AWARDED 2022-2023

To **REVIEW** any updates and reports of grants awarded during the 2022-2023 Financial Year.

(2) INTERNAL AUDIT – REPORTS AND ACTION

To **NOTE** any recent report received from the Internal Auditor and identify any actions required.

(3) TWINNING

To **NOTE** any verbal updates from the nominated twinning representatives.

(4) CIL / WORKING GROUP UPDATE

- (i) To **RECEIVE and APPROVE** a written update report on behalf of the CIL Working Group from Councillor K Dickson, together with CIL Balance sheet and draft CIL Grant Agreement. (**Enclosure 3**)
- (ii) To **NOTE** any further information available regarding CIL outstanding award payments to be made, including timescales.
- (iii) To **NOTE** the receipt of a project report from Warwickshire Wildlife Trust regarding the Flood Management Project .

(5) SHOP WINDOW COMPETITIONS

To **DISCUSS** a programme of future competitions for the forthcoming year and **AGREE** arrangements.

(6) REVIEW OF WEBSITE & SOCIAL MEDIA

To **NOTE** a report from the Deputy Clerk detailing the statistics and engagement information. (**Enclosure 4**)

(7) 9 MONTH REVIEW OF BUDGET

To **REVIEW** the position regarding spending and budget following nine months of the financial year, and to receive any verbal update from the RFO. (Income and Expenditure and EMR reports available at **Enclosure 5**).

6. NEW MATTERS

(1) APPLICATION FOR GRANT FUNDING – KENILWORTH WARDENS CRICKET CLUB

To **DECIDE UPON A REQUEST** regarding an Application for Funding support in the sum of up to £948.88. (RUCIS application) (Copy attached at **Enclosure 6**)

(2) APPLICATION FOR GRANT FUNDING – WARWICKSHIRE PRIDE

To **DECIDE UPON A REQUEST** regarding an Application for Funding support in the sum of up to £500.00 (Copy attached at **Enclosure 7**)

(3) APPLICATION FOR GRANT FUNDING – ALEXANDER KANIEWSKI IN ASSOCIATION WITH THE ENGLISH HERITAGE TRUST

To **DECIDE UPON A REQUEST** regarding an Application for Funding support in the sum of up to £500.00 (Copy attached at **Enclosure 8**)

(4) APPLICATION FOR GRANT FUNDING – KENILWORTH CARNIVAL COMMITTEE

To **GIVE A RECOMMENDATION TO TOWN COUNCIL FOR APPROVAL IN PRINCIPLE** regarding an Application for Funding support in the sum of up to £15000.00 (Copy attached at **Enclosure 9**)

(5) CHRISTMAS ILLUMINATIONS

To **DISCUSS AND FORM A TASK AND FINISH GROUP** to make recommendations to Town Council for a plan for future years, together with any proposals to change the Christmas illuminations in the Town, in advance of the imminent procurement of the two contracts for storage and installation of the lights.

(6) INSTRUCTION OF COUNSEL REGARDING BRAYES BUNGALOW

To formally **APPROVE BY RESOLUTION** the funding of up to £5000.00 (excl vat) and **DELEGATE** to Councillor Z Leventhal and the Town Clerk, the authority to instruct appropriate Counsel to provide specialist advice to the Council under the Licensed Access scheme.

(7) MAY 2023 ELECTION COSTS

To **RECEIVE** a verbal report from the Chair, Councillor Marsh and the Clerk regarding enquires into the invoice received for the May 2023 Town Council elections and to **AGREE** an appropriate course of action.

(8) THERMAL IMAGING CAMERA

To **NOTE and DISCUSS** the Report produced by Facilities and Administration Officer Miles Wyatt-Smith on the loan of Thermal Imaging Cameras to local residents and businesses (**Enclosure 10**)

(9) REQUEST FOR FUNDING – KENILWORTH COMMUNITY SPEEDWATCH

To **DECIDE UPON A REQUEST** from the Kenilworth Community Speedwatch Group for the funding of up to £250 for the purchase of a new device. (**Enclosure 11**)

(10) REVIEW OF INVESTMENT STRATEGY

To **REVIEW and AGREE** the Investment Strategy at **Enclosure 12**

7. NEXT MEETING

To **NOTE** that the next scheduled meeting of the Finance and General Services Committee will take place on Thursday 23 May 2024, at 7pm.