

Kenilworth Town Council

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13 December 2024



NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a **FINANCE AND GENERAL SERVICES COMMITTEE MEETING** will be held in **JUBILEE HOUSE**, on **THURSDAY 19 DECEMBER 2024**, at 7.00pm, when you are requested to attend.

A handwritten signature in black ink, appearing to read 'Michael', 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.

A G E N D A

1. DECLARATIONS OF INTEREST
2. APOLOGIES
3. MINUTES

To **NOTE** the Minutes of the Finance and General Services Committee held on 3 October 2024 (Copy attached at **Enclosure 1**).

4. MATTERS ARISING

- (1) BLUE PLAQUES

To **RECEIVE** an update on progress.

- (2) COMMUNICATIONS TASK & FINISH GROUP

- i. To **RECEIVE** an update from the Task and Finish Group regarding progress with the gov.uk domain name and councillor accounts.

- ii. To **APPROVE** the quotation for Cloud back-up for the new 365 accounts for Councillors and kentic accounts at a cost of £57 per month (with a minimum contract period of 12 months), through our current IT Suppliers.

(3) REVIEW OF CHRISTMAS EVENTS 2024

- i. To **RECEIVE** a verbal update report from the Illuminations Committee and Christmas Market/Events representatives.
- ii. To **RECEIVE** a verbal report and results of the festive Shop Window Competition.

(4) VE DAY 80th ANNIVERSARY

To **DISCUSS** plans for participation by the Town in the national VE Day 80 event on 8 May 2024.

(5) DIGITAL NOTICEBOARD

To receive a verbal update regarding the CIL Proposal for a Digital Noticeboard.

5. STANDING MATTERS

(1) REVIEW OF GRANTS AWARDED 2023-2024

To **REVIEW** outstanding reports of grants awarded during the 2023-2024 Financial Year and any recent communications.

Grant reports / updates have been received from:

- Warwickshire Pride
- The Kenilworth Centre
- Parenting Project
- Myton Hospices

(2) INTERNAL AUDIT – REPORTS AND ACTION

To **REVIEW** the latest report received from the Internal Auditor and identify any actions required.

(3) TWINNING ASSOCIATION

To **RECEIVE** a verbal update from the Councillor Representatives.

(4) UYOGO FRIENDSHIP GROUP

To **RECEIVE** a verbal update from the Councillor Representatives.

6. NEW MATTERS

(1) APPLICATION FOR GRANT FUNDING – AIR TRAINING CORP 496 SQUADRON

To **DECIDE UPON AN APPLICATION** to Town Council regarding an Application for Funding support in the sum of up to £750.00 (Copy attached at **Enclosure 2)**

(2) **APPLICATION FOR GRANT FUNDING –THE SHAKESPEARE HOSPICE**

To **DECIDE UPON AN APPLICATION** to Town Council regarding an Application for Funding support in the sum of up to £3000.00 (Copy attached at **Enclosure 3)**

(3) **APPLICATION FOR GRANT FUNDING – THE KENILWORTH CENTRE**

To **DECIDE UPON AN APPLICATION** to Town Council regarding an Application for Funding support in the sum of up to £4000.00 (Copy attached at **Enclosure 4)**

(4) **APPLICATION FOR GRANT FUNDING – WAVERLEY -CARING IN KENILWORTH**

To **DECIDE UPON AN APPLICATION** to Town Council regarding an Application for Funding support in the sum of up to £3000.00 (Copy attached at **Enclosure 5)**

(5) **BUDGET AND PRECEPT FOR FINANCIAL YEAR 2025-2026**

TO CONSIDER the option submitted by the Group Leaders **AND RECOMMEND:**

a. the main budget figures for the Financial Year 2025-26 and to review the outline future planning requirements beyond that point.

b. the precept to be set for the financial year 2025 – 2026. The current year Band D figure is set at £24.73 per household. The balance of funding beyond that provided by the precept, and other identified income, is drawn from the General reserves.

The Proposal for the Budget is attached at **Enclosure 6**

The Group Leaders Notes regarding Forecasts are at **Enclosure 7 (to follow)**

(6) **CIL APPLICATIONS FOR CONSIDERATION AND RECOMMENDATION**

To **CONSIDER** the application from the Pedestrian Safety and Traffic Issues Task and Finish Group regarding funding for an Active Travel Access Appraisal for Kenilworth School in the sum of up to £4,000 and to **MAKE A RECOMMENDATION** to full Council. (Application at **Enclosure 8)**

7. **NEXT MEETING**

To **NOTE** that the next scheduled meeting of the Finance and General Services Committee will take place on 6 February 2025, at 7pm.