

Kenilworth Town Council

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16 May 2025



NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a **FINANCE AND GENERAL SERVICES COMMITTEE MEETING** will be held in **JUBILEE HOUSE**, on **THURSDAY 22 MAY 2025**, at **7.00pm**, when you are requested to attend.

A handwritten signature in black ink, appearing to read 'M. Kelly', 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. ELECTION OF CHAIR
2. ELECTION OF VICE-CHAIR
3. DECLARATIONS OF INTEREST
4. APOLOGIES
5. MINUTES

To note the Minutes of the Finance and General Services Committee held on 6 February 2025 (Copy attached at **Enclosure 1**).

6. MATTERS ARISING

(1) VE 80 ANNIVERSARY

To receive a report on the recent event held, including confirmation of the winners of the shop window competition.

(2) 450 COMMEMORATIONS

To receive an update on plans and events, discuss a strategy for distribution of the brochures, and identify any commemorative items that may be required.

(3) BLUE PLAQUES

To receive an update from the Task and Finish Group.

7. STANDING MATTERS

(1) REVIEW OF FINANCIAL POSITION AND CURRENT BUDGET

To review the position following closedown of accounts for year 2024-25.

(2) REVIEW OF GRANTS AWARDED 2024-2025

To review outstanding reports of grants awarded during the 2024-2025 Financial Year and any recent communications.

(3) INTERNAL AUDIT – REPORTS AND ACTION

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

(4) CEMETERY

To receive a verbal report on the cemetery from Councillor Alison Insley.

(5) TWINNING ASSOCIATION

To receive a verbal update from the Councillor Representatives.

(6) UYOGO FRIENDSHIP GROUP

To receive a verbal update from the Councillor Representatives.

8. NEW MATTERS

(1) REVIEW OF SIGNATORIES

To confirm the signatories for financial authorisation for the current year, following election of Chair and Vice Chair of this Committee.

(2) CHRISTMAS 2025 ARRANGEMENTS / ILLUMINATIONS

To confirm dates and plan arrangements for the 2025 Festive Period, including updates on arrangements for Switch on Events and condition of the High Street Lights.

(3) APPLICATION FOR GRANT FUNDING –KENILWORTH SWIMMERS

To **DECIDE UPON AN APPLICATION** regarding an Application for Funding support in the sum of up to £1750.00 (Copy attached at **Enclosure 2**)

(4) APPLICATION FOR GRANT FUNDING – KENILWORTH HISTORY & ARCHEOLOGY SOCIETY

To **DECIDE UPON AN APPLICATION** to Town Council regarding an Application for Funding support in the sum of up to £949.00 (Copy attached at **Enclosure 3**)

(5) APPLICATION FOR GRANT FUNDING – OLD TOWN FESTIVAL

To **DECIDE UPON AN APPLICATION** regarding an Application for Funding support in the sum of up to £500.00 (Copy attached at **Enclosure 4**)

(6) APPLICATION FOR GRANT FUNDING – KENILWORTH CHAMBER OF TRADE

To **DECIDE UPON AN APPLICATION** regarding an Application for Funding support in the sum of up to £1573.15 (Copy attached at **Enclosure 5**)

(7) APPLICATION FOR GRANT FUNDING – KENILWORTH LIONS

To **DECIDE UPON AN APPLICATION** regarding an Application for Funding support in the sum of up to £414.00 (Copy attached at **Enclosure 6**)

(8) APPLICATION FOR GRANT FUNDING– THE ENGLISH HERITAGE TRUST

To **DECIDE UPON AN APPLICATION** to Town Council regarding an Application for Funding support in the sum of up to £3330.00 (Copy attached at **Enclosure 7**)

(9) NOMINATION FOR APPROVED STREET NAME

To discuss and consider a nomination of the name “Deacon” for endorsement by the Town Council as an approved street name for Kenilworth.

9. NEXT MEETING

To note that the next scheduled meeting of the Finance and General Services Committee will take place on 3 October 2025, at 7pm.