

Kettering Town Council

MINUTES OF THE ANNUAL MEETING OF KETTERING TOWN COUNCIL HELD
IN THE COUNCIL CHAMBER, BOWLING GREEN ROAD, KETTERING AT 7PM ON
18TH MAY 2022

Attendees:

Cllrs Lloyd Bunday, Carolyn Carter, Robin Carter, Dez Dell, Maggie Don, Eve Edwards, Scott Edwards, Alexander Evelyn, Emily Fedorowycz, Clark Mitchell, Daniel Perrett, Mark Rowley, James Towns, Keli Watts and Martyn York

Town Clerk: Martin Hammond

No of Public Present: 21

Prior to the meeting starting, the chaplain-elect, the Rev Helen Wakefield-Carr led prayers.

Item No	Item Description
2022/01	<p>Election of Mayor</p> <p>Cllr Scott Edwards, as Mayor, asked for nominations for the post of Mayor for the 2022/23 municipal year.</p> <p>Prior to that nomination, Cllr Watts moved and Cllr Fedorowycz seconded a Vote of Thanks to the Mayor of the way in which he had conducted his year of office, for the guidance he had provided especially to new members and the example he has set.</p> <p>The Council unanimously supported the vote of thanks.</p> <p>The Mayor responded by acknowledging those thanks, highlighting aspects of his year in office and reflecting on the community and organisations within Kettering which contribute to its wellbeing and vibrancy.</p> <p>Cllr Mark Rowley then moved and Cllr Clark Mitchell seconded that Cllr Watts be nominated as Mayor for the ensuing municipal year.</p> <p>There being no other nominations, it was</p> <p>RESOLVED that Cllr Keli Watts be duly elected as Mayor of Kettering for the 2022-23 municipal year.</p> <p>Cllr Watts signed her declaration of acceptance of office, and thanked members for placing their trust in her.</p>

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2022/02	<p>Appointment of Deputy Mayor</p> <p>Cllr Bunday moved and Councillor Dell seconded that Cllr Emily Fedorowycz be nominated for the position of Deputy Mayor</p> <p>RESOLVED that Cllr Emily Fedorowycz be appointed as Deputy Mayor for the 2022-23 municipal year.</p>
2022/03	<p>Appointment of Mayor's Chaplain</p> <p>The Mayor announced the appointment of the Rev Helen Wakefield-Carr as her chaplain for the coming year.</p>
2022/04	<p>Apologies for absence</p> <p>Cllrs Keiron Farrow, Anup Pandey, Craig Skinner, Sarah Tubbs, Bev Wright</p>
2022/05	<p>Declarations of Interest</p> <p>None</p>
2022/06	<p>Minutes</p> <p>The minutes of the last meeting held on 14th April were approved and signed as a correct record,</p>
2022/07	<p>Public Speakers</p> <p>A notification had been received from Mr James Burton to speak on item 18.</p>
2022/08	<p>Announcements from the Mayor</p> <p>The Mayor indicated how she would like Council meetings to be managed in future and how she would like to be addressed in the meetings. She referred to the content of standing orders about standing to speak.</p> <p>She reminded members of the civic events that were due to take place across the year and urged members to attend these.</p> <p>She referred to the recent death of Mrs Eileen Liggins, who had been Mayoress in 1969/70 and extended the Council's sympathies to her family.</p> <p>The Mayor announced that her chosen charity for the year would be SANDS which supported families with experience of still births. A video presentation, by her daughter Cassie Watts, on the work of the charity</p>

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	<p>and the experiences that families go through was shown to the meeting. Other members acknowledged the merits of the charity from their own experience.</p> <p>Finally, the Mayor invited members and her guests to join her in the Kino Lounge after the meeting for refreshment.</p>
2022/09	<p>Appointment of Leader</p> <p>It was moved by Cllr Robin Carter and seconded by Cllr Carolyn Carter and</p> <p>RESOLVED that Cllr Lloyd Bunday be appointed as Leader of the Council.</p>
2022/10	<p>Announcements from the Leader</p> <p>The Leader made reference to the appointment of a new Deputy Clerk following the resignation of the last post-holder, and the news that the Council's lease of office space was not going to be renewed after the end of October 2022.</p>
2022/11	<p>Committee memberships</p> <p>A schedule of proposed committee memberships had been submitted to the meeting. It was verbally updated at the meeting and it was</p> <p>RESOLVED that the updated schedule be approved.</p>
2022/12	<p>Terms of Reference for Council Committees</p> <p>A new set of terms of reference for the Markets and Events Committee and a revised set for the Finance and Governance Committee were submitted and</p> <p>RESOLVED that they be adopted.</p>
2022/13	<p>Outside Bodies Appointments</p> <p>A schedule of proposed appointments to outside bodies had been submitted to the meeting. The schedule was updated by the replacement of Cllr Rowley by Cllr Robin Carter on the twinning committee.</p> <p>RESOLVED that the updated schedule be approved.</p>
2022/14	<p>Calendar of Meetings</p>

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	<p>A revised calendar of meetings showing dates for the Markets and Events Committee and the Climate Change Working Group – the latter verbally updated at the meeting was submitted and</p> <p>RESOLVED that the calendar of meetings be approved.</p>
2022/15	<p>Internal Audit report and Annual Governance Statement</p> <p>The Council received the internal audit report for 2021-22 and noted that the auditor was satisfied that her previous report and recommendations have been considered by the council and a robust action plan put in place. She was able to confirm that appropriate accounting records have been kept and accounting statements are supported by the underlying records. She had completed the Annual Internal Audit Report which forms part of the Annual Governance and Accountability Return. She considered that the council had put sound governance arrangement in place and is delivering a range of services, including allotments, charity administration, small grants, markets and community events. She referred to the need for greater capacity within the Council to continue to grow its services.</p> <p>RESOLVED that the internal audit report be noted and accepted.</p> <p>The Council had before it the Annual Governance and Accountability Return (AGAR). The Council considered the annual governance and accountability statement within the AGAR which had been published with the agenda, and which now included the internal auditor's signature. It was subsequently</p> <p>RESOLVED to Approve the Annual Governance Statement for 2021/22 and authorise the Mayor and clerk to sign it .</p> <p>The Mayor and clerk signed the statement in the meeting.</p> <p>The Council further considered the Accounting Statement which formed part of the AGAR and</p> <p>RESOLVED to Approve the Accounting Statement for 2021-22 and authorise the Mayor and clerk to sign it.</p> <p>The Mayor and Clerk signed the accounting statement in the meeting.</p> <p>Finally, it was RESOLVED that the period allowed for public inspection of the accounts should run from 13th June until 22nd July 2022</p>
2022/16	<p>Finance, Audit and Banking Arrangements</p> <p>The Council considered a report on these matters and</p>

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	<p>RESOLVED</p> <p>a) that the following appointments be made-</p> <p><u>Members mandated to approve payments, through the bank account and otherwise</u></p> <p>Cllr Craig Skinner Cllr Scott Edwards Cllr Mark Rowley</p> <p><u>Member mandated to approve monthly bank reconciliation</u></p> <p>Cllr Lloyd Bunday</p> <p>b) that Kate Houlihan be re-appointed as internal auditor for the 22/23 financial year.</p> <p>c) That the various banking arrangements as set out in the report be approved, or endorsed where they had already happened</p> <p>d) To note the asset register as it stood on the 11th May 2022</p>
2022/17	<p>Public Spaces Protection Order</p> <p>The Council had before them a report which set out the proposed terms of its response to the consultation by NNC on the future of the public spaces protection order for Kettering town centre. The draft response had sought to capture the debate and conclusions from the previous meeting of the Council.</p> <p>RESOLVED that the draft response, as set out in the report, be approved.</p>
2022/18	<p>Market Management</p> <p>Mr James Burton addressed the meeting on the need to revive the markets in Kettering and on his experience as a trader over many years and looked forward to what conclusions the Council would reach.</p> <p>Members were advised that the recommendations in the report had been arrived at after consideration over several months by the markets sub committee and the finance and governance committee and that the consultation process had yielded a small number of useful comments. Further proposals would be brought forward in the future.</p>

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	<p>RESOLVED</p> <p>a) That the market charges set in the report be approved, for application from 8th June 2022</p> <p>b) That the distinction between the general and collectors market be removed with immediate effect and that bookings from any trader will be accepted on any market day in future.</p>
	<p>The meeting was closed at 8.35 pm.</p>

Signed

Date