



Victoria Hall Liverpool Road Kidsgrove Staffordshire ST7 4EL
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KIDSGROVE TOWN COUNCIL
Annual Full Council
Minutes of the meeting held on Thursday 22nd May 2025
Meeting started: 7.00pm Concluded: 8.30pm

Present: Cllr Kevin Johnson (chair for opening of meeting), Cllr Jonathan Gullis (Chair), Cllr Gill Burnett-Faulkner, Cllr Keith Cooper, Cllr Cressida Dickens, Cllr Dave Grocott, Cllr Simon Jones, Cllr May Maxfield, Cllr Jason Owen, Cllr Sarah Pickup, Cllr Mike Stubbs, Cllr Ray Tait, Cllr Jill Waring and Cllr Paul Waring.

Cllr Craig Skelding and Cllr Loren Skelding arrived at 7.06pm

Officer present: Nicola Antoney (Town Clerk)

Sue Woodward (Assistant Town Clerk)

The outgoing Mayor Cllr Kevin Johnson thanked all his fellow councillors and staff for all their support and help over the last year.

FC/25-26/01/01 Election of Town Mayor for the Civic Year 2025 – 2026

Cllr Johnson called for nominations for the position of Mayor of Kidsgrove Town Council
Cllr P Waring proposed and was seconded by Cllr Maxfield that Cllr Jonathan Gullis be nominated for the position. No other nominations were received.

It was **RESOLVED** that Cllr Jonathan Gullis be elected as the Town Mayor of Kidsgrove Town Council for the civic year of 2025 - 2026

Cllr Johnson, Cllr Gullis and the Town Clerk left the meeting for the new Mayor to receive the Chains of Office and sign their Declaration of Office

Cllr Jonathan Gullis chaired the meeting from this point forward.

The Mayor gave his thanks to Cllr Johnson for his service as Mayor. He also gave thanks to the long service of those councillors present, who had given their time over the years for the residents of Kidsgrove Parish.

FC/25-26/01/02 Election of Deputy Town Mayor for the Civic Year 2025 – 2026

Nominations were called for the position of Deputy Town Mayor

Nominations were received for

Cllr Cressida Dickens – proposed by Cllr Kevin Johnson, seconded by Cllr Jill Waring

Cllr Jason Owen – Proposed by Cllr Sarah Pickup and seconded by Cllr Mike Stubbs

Vote was by show of hands in the order nominations received.

It was **RESOLVED** that Cllr Cressida Dickens be elected as the Deputy Town Mayor of Kidsgrove Town Council for civic year 2025 – 2026

Cllr Jill Waring, Cllr Cressida Dickens and the Clerk left the meeting for the Deputy to receive the Deputy Chains of Office and sign their Declaration of Office.

Cllr Dickens gave thanks and was looking forward to supporting the Mayor and the Council in the coming year.

FC/25-26/01/03 Apologies

Apologies were received and approved from:

Cllr Sylvia Dymond (holiday)

Cllr Dave Allport (holiday)

Cllr Andrew Gould (work)

Cllr Steve Gallimore (work)

FC/25-26/01/04 Declaration of Pecuniary and Other Interests

None were declared

FC/25-26/01/05 Public Participation

No questions raised.

FC/25-26/01/06 Confirmation of Previous Minutes

It was **RESOLVED** that the minutes of the following meeting 20th March 2025 be approved as a true and accurate record.

FC/25-26/01/07 Committee Minutes

It was **RESOLVED** that the minutes of the following committee meetings be noted and received:

- a) Staffing Committee – 04.03.2025
- b) Staffing Committee – 07.04.2025
- c) Staffing Committee – 14.04.2025
- d) Finance and General Purpose – 06.03.2025
- e) Finance and General Purpose – 15.5.2025
- f) Planning and Environment – 10.04.2025
- g) Events and Community – 30.01.2025

FC/25-26/01/08 Standing Orders and Financial Regulations

It was **RESOLVED** to approve and adopt the following

- Standing Orders
- Financial Regulations
- Code of Conduct

FC/25-26/01/09 Committee Membership

It was **Resolved** to approve and adopt the following:

- Committee Structure
- Committee Membership – see **Appendix A**
- Committee Terms of Reference

FC/25-26/1/10 Financial

A query was raised on the trial balance due to not balancing, the Town Clerk advised she would review and update council.

It was **RESOLVED** to note and approve the following

- Year End 2024 – 2025 subject to trial balance being reviewed
- Payment list for the financial year 2024 – 2025
- Contracts Register for 2025-2026
- That the invoices for the Ranger Services and CCTV be approved

Members discussed the invoices for the new Electrical Circuit Board and how it was difficult to gain the 3rd quote, due to the nature of the work involved and the highlight in our recent Fire Risk Assessment.

It was **RESOLVED** that should a 3rd quote not be obtained by Friday 30th May that Argon Electrical Services be appointed as the contractor to carry out the work.

FC/25-26/01/11 External Support Services

Members were advised that it was best practice to approve the external support that the council received. Members queried the need for a Data Protection Officer as an external source. The Clerk advised that while some council appoint, most are in house, but as we were already committed to this year, however, this was an area being explored further over the coming year. The Clerk highlighted that Worknest was a three-year contract and that it was due to finish in July 2026.

It was **RESOLVED** to approve the following external support services.

- Worknest for 2025 - 2026
- Stoke on Trent City Council for CCTV provision
- JDH Business Services Ltd for Internal Auditor and Data Protection Officer
- Scribe for Financial Service Software
- Vast Services 1920 for payroll support
- NGL Technology Limited for IT Support

FC/25-26/01/12 Memberships

It was **RESOLVED** to approve the following external support services.

- Affiliation to Staffordshire Parish Council Association inc NALC
- Membership to the Information Commissioners Office (ICO)
- Membership to Support Staffordshire
- Membership to the National Allotment Society
- Membership to the Society of Local Council Clerks (SLCC)

FC/25-26/01/13 Road at Side of Victoria Hall

Members discussed the road at side of Victoria Hall, members discussed that as no one owns it that no one was taking responsibilities for it, it was discussed as part of the Town Deal and that if the Town Council was prepared to take ownership and adopt it, that as part of the town deal that it can be financed to bring it up to a standard that would last years but going forward the Town Council would be responsible. Members discussed the responsibility of taking ownership and that there were better placed organisations to take responsibilities.

The question was raised why the County would not take responsibility when there was funding to bring it up to standard being offered? The estimated cost to the Town Board was approximately £25,000. It was discussed that if we do not take the opportunity now then it was a wasted opportunity.

Concerns were raised over future costings and the burden it could potentially put on the council. How many times has the council been in this position where the council had a chance to make a difference, an improvement

It was **RESOLVED** to proceed with the adoption of the road at the side of Victoria Hall.

It was further added that this be communicated in writing to the Town Board and request an urgent meeting with the County highways, to discuss them taking it over in the coming years as we make sure the Town Deal funding is spent in Kidsgrove and that the work is done.

FC/25-26/01/14 Date of the Next Meeting

To note the date, time and venue of the next meeting scheduled for Thursday 24th July 2025 at 7.00pm, Victoria Hall, Liverpool Road Kidsgrove Staffordshire ST7 4EL

Signed

Dated