



**Kettering**  
TOWN COUNCIL

Community • Environment • Heritage

MINUTES OF THE ANNUAL MEETING OF KETTERING TOWN COUNCIL HELD  
IN THE TOLLER CHURCH ROOMS, MEETING LANE, KETTERING AT 7PM ON  
15<sup>TH</sup> MAY 2024

Attendees:

Cllrs Lloyd Bunday, Carolyn Carter, Robin Carter, Dez Dell, Eve Edwards, Scott Edwards, Alexander Evelyn, Emily Fedorowycz, Clark Mitchell, Anup Pandey, Mark Rowley, Craig Skinner, James Towns, Sarah Tubbs, Keli Watts, Bev Wright and Martyn York

Town Clerk: Martin Hammond

No of Public Present: 31

Item No	Item Description
2024/01	<p><b>Election of Mayor</b></p> <p>Cllr Emily Fedorowycz, as Mayor, asked for nominations for the post of Mayor for the 2024/25 municipal year.</p> <p>Prior to that nomination, Cllr Dell moved and Cllr Eve Edwards seconded a Vote of Thanks to the Mayor for the way in which she had conducted her year of office, for the energy and imagination she had applied to the role and the breadth of her activities.</p> <p>The Council unanimously supported the vote of thanks.</p> <p>The Mayor responded by acknowledging those thanks, highlighting aspects of her year in office and reflecting on the community and organisations within Kettering which contribute to its wellbeing and vibrancy. She thanked former Mayors, members, staff and family for the support they had all given during the year.</p> <p>Cllr Lloyd Bunday then moved and Cllr Keli Watts seconded that Cllr Craig Skinner be nominated as Mayor for the ensuring municipal year.</p> <p>There being no other nominations, it was</p> <p><b>RESOLVED</b> that Cllr Craig Skinner be duly elected as Mayor of Kettering for the 2024-25 municipal year.</p>



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	<p>Cllr Skinner read out and signed his declaration of acceptance of office, and thanked members for placing their trust in him.</p>
2024/02	<p><b>Appointment of Deputy Mayor</b></p> <p>Cllr Scott Edwards moved and Councillor James Towns seconded that Cllr Alex Evelyn be nominated for the position of Deputy Mayor</p> <p><b>RESOLVED</b> that Cllr Alex Evelyn be appointed as Deputy Mayor for the 2024-25 municipal year.</p>
2024/04	<p><b>Mayoral Cadet</b></p> <p>The Mayor moved and the Deputy Mayor seconded that Corporal Matilda Field, Kettering Air Cadets, be appointed to the role of Mayor's Cadet for the ensuing year.</p> <p><b>RESOLVED</b> that Corporal Field be appointed as the Mayors' Cadet for the 2024-25 municipal year.</p> <p>Corporal Field thanked the Council for her appointment.</p>
2024/04	<p><b>Apologies for absence</b></p> <p>Cllrs Maggie Don, Daniel Perrett and Keiron Farrow.</p>
2024/05	<p><b>Declarations of Interest</b></p> <p>None</p>
2024/06	<p><b>Minutes</b></p> <p>The minutes of the last meeting held on 24<sup>th</sup> April 2024 were approved and signed as a correct record,</p>
2024/07	<p><b>Announcements from the Mayor</b></p> <p>The Mayor announced that his chosen charity for the year would be Kettering Mind, and that this week was mental health awareness week.</p>



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	<p>Members were reminded that the Town Meeting would be taking place on 22<sup>nd</sup> May at the Toller Church Rooms.</p> <p>Finally, the Mayor invited members and her guests to join him in the Royal Hotel after the meeting, for refreshments.</p>
2024/08	<p><b>Appointment of Leader</b></p> <p>It was moved by Cllr Scott Edwards and seconded by Cllr Robin Carter and</p> <p><b>RESOLVED</b> that Cllr Lloyd Bunday be appointed as Leader of the Council.</p>
2024/09	<p><b>Announcements from the Leader</b></p> <p>The Leader congratulated the Mayor on his election.</p> <p>He also marked the achievements that Kettering people had realised in the last two months, including Kyren Wilson as World Snooker Champion, Bethany Blisset as Miss UK and the TCA Cheerleaders for their world championship victory in Florida.</p>
2024/10	<p><b>Committee memberships</b></p> <p>A schedule of proposed committee memberships had been submitted to the meeting</p> <p><b>RESOLVED</b> that the schedule be approved, with the addition of Cllr Eve Edwards as a member of the Markets and Events Committee.</p>
2024/11	<p><b>Outside Bodies Appointments</b></p> <p>A schedule of proposed appointments to outside bodies had been submitted to the meeting.</p> <p><b>RESOLVED</b> that</p> <ul style="list-style-type: none"><li>a) Cllr Keli Watts be appointed to the Kettering Twinning Association</li><li>b) A vacancy of parish path warden be noted .</li></ul>



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2024/12	<p><b>Calendar of Meetings</b></p> <p>An updated calendar of meetings was submitted.</p> <p><b>RESOLVED</b> that the calendar of meetings be approved.</p>
2024/13	<p><b>Terms of Reference for Committees</b></p> <p>Revisions to the terms of reference for the Neighbourhood Planning Committee were submitted and it was</p> <p><b>RESOLVED</b> that the changes set out in the report be adopted.</p>
2024/14	<p><b>Internal Audit report and Annual Governance Statement</b></p> <p>The Council received the internal audit report for 2023-24 and noted that the auditor was satisfied with the arrangements in place for financial control. 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. She made two recommendations for implementation, which would be considered by the Finance and Governance committee at its next meeting.</p> <p><b>RESOLVED</b> 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><b>RESOLVED to</b> Approve the Annual Governance Statement for 2023-24 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><b>RESOLVED to</b> Approve the Accounting Statement for 2023-24 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 <b>RESOLVED</b> that the period allowed for public inspection of the accounts should run from 10th June until 19th July 2023</p>
2024/15	<p><b>Finance, Audit and Banking Arrangements</b></p> <p>The Council considered a report on these matters and</p> <p><b>RESOLVED</b></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 23/24 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 1<sup>st</sup> April 2024.</p>
	The meeting was closed at 7.50 pm.

Signed .....



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Date .....