

Droitwich Spa Town Council

St Richard's House
Victoria Square
Droitwich Spa
Worcs
WR9 8DS

12th January 2016

Telephone: 01905 774258
www.droitwichspa.gov.uk

You are hereby summoned to attend a meeting of the **COMMUNITY AND AMENITIES COMMITTEE** to be held in the Council Chamber, St Richard's House, Victoria Square, Droitwich Spa, WR9 8DS on Monday 18th January 2016 at 6.15pm or at the close of the meeting of the Planning Committee if later.



Pam Craney
Town Clerk

PUBLIC SESSION

Members of the public are invited to attend the committee meeting. Time is set aside at 5.45pm to receive views or questions on issues on this agenda, or raise issues for future consideration before the start of the Committee meeting. Notice of these should be lodged with the Town Clerk by 1pm that same day at the latest. Members of the public may not take part in the committee meeting.

AGENDA

1. Apologies for absence
2. Declarations of Interest
3. To confirm the Minutes of the meeting of the Community & Amenities Committee held on 9th November 2015 [*previously circulated*]
4. At the request of Mrs Lynn Stevens, Senior Parks and Green Space Officer, Wychavon District Council - to note the Lido Park, St Peters Field and Droitwich Community Woods Management Plans. These plans are reviewed every five years and the draft document is available upon request and prior to the meeting for consideration and comment. [*enclosed*]
5. Following collaboration with and support from Mrs Janet Yates, Droitwich Spa Business Partnerships Manager, Wychavon District Council the attached Website Protocol has been drawn up for consideration and approval. The protocol is to maintain the Visit Droitwich Spa Tourism website www.visitdroitwichspa.com [*enclosed*]

6. Droitwich Spa Town Guide – second edition and Tourism website enhancements. A report is attached which details the success of the inaugural Town Guide in March 2015 to date as well as some new ideas currently being worked on for the renewed second edition. Similar enhancements are also being considered for the associated tourism website content. The Committee are asked to consider approval of £2,000 to enable the print run to be increased from 10,000 self funded guide brochures by an additional 10000 to 20,000 copies in total.
7. Asset Sponsorship Scheme - Immediate Solutions - Pursuant to Minute No 102 of the meeting of the Committee held on 14th September 2015 the matter has been progressed and a contract signed on 16th December 2015. The next stages are the final design options for the sign posts and the acquisition of suitable interested sponsors by Immediate Solutions. There have already been enquiries registered by regional and national companies who are existing sponsors for Immediate Solutions schemes maintained by some neighbouring Councils, including Solihull and Wyre Forest. Further progress reports will be provided up to the implementation stage including the revenue stream forecast.
8. Droitwich Spa Area Partnership Fund- £500 Grant paid to Droitwich Spa Town Council, October 2014. At the request of Mrs Janet Yates, Droitwich Spa, Area Partnerships Manager, Wychavon District Council the attached letter is presented which requests repayment of the grant award. The concern has been registered that the intended original purpose for the grant to support publicity of the weekly Charter Market and specifically for the market operator to fulfil the Saltbarrow Market location contractual element has not been achieved despite reminders. Mrs Yates has suggested that the award can be reallocated towards the tourism website enhancement project which is currently ongoing.
9. Her Majesty the Queen's 90th Birthday Celebrations, 12th June 2016 - The focus for this day will be a celebration of the longevity and breadth of her Majesty's patronage of over 600 organisations in the UK and around the world. There are three key themes, charity, celebration and community. A letter from Her Majesty's Lord Lieutenant of Worcestershire is attached which details the Patrons Lunch Celebrations taking place in London. Locally an enquiry has been raised as to whether Wychavon District Council will waiver the Street Party application fees for groups in a similar way to the Diamond Jubilee celebrations during 2012. Pursuant to Minute No 190 of Council Meeting held on 14 December 2015, sub section 5 determines that Events and Festivals should now be self financing or alternatively referred to Resources Committee and therefore the Committee could consider support for individual groups towards any proposed Community and Patrons Lunch Street parties through the 2016/2017 via the Grants Appraisal Panel scheme as appropriate.
10. Town Christmas Illuminations and Christmas Lights Switch-On Event 2016 - Several positive expressions have been received regarding the Christmas Lights displays in Droitwich Spa for 2015 and particularly the new illumination aspect covering the façade of the St Richards House building as the centrepiece. This represented the first of a three year contract arrangement incorporating these design features provided by the Festive Lighting Company. The proposal is put forward to delegate the arrangements once again for the Switch On Event, displays and entertainment programme for 2016 in a similar way to the Chairman and Vice Chairman of the Committee with the Assistant Town Clerk supporting.

Distribution:

All Members of the Community & Amenities Committee

Councillors: -

A M Sinton (Chairman)

R G Beale (Ex-officio)

S Best

Ms J H Bolton

Mrs C Bowden

Mrs A Hawkins

Mrs S Harris

A Humphries

A H Laird (Vice-Chairman)

Copy to All Other Town Councillors

Agenda For Information to:

County & District Councillors for Droitwich Spa, Subscribers, Press