

Droitwich Spa Town Council

MINUTES of the meeting of the COMMUNITY AND AMENITIES COMMITTEE held in the Council Chamber at St Richard's House, Victoria Square, Droitwich Spa on Monday 1 June 2015 at 6.30pm.

PRESENT: Councillor A M Sinton (Chairman)
Councillor R G Beale (Ex-officio)
Councillor S Best
Councillor Mrs C Bowden
Councillor Mrs A Hawkins
Councillor A Humphries
Councillor A H Laird

ALSO PRESENT: Councillors G R Brookes, Ms J Bolton, Mrs M A Lawley, R J Morris, R Murphy, T Noyes, Mrs C A Powell and A Roberts.

APOLOGIES FOR ABSENCE were received from Councillor Mrs S Harris, Committee member and Councillor L Evans.

21. DECLARATIONS OF INTERESTS

There were none.

22. MEMBERSHIP AND CHAIRMANSHIP OF THE COMMITTEE

The Chairman welcomed everyone to the new Committee.

The Membership and Chairmanship of the Committee, as determined at the Annual Meeting of Council held on 21 May 2012, was noted.

Councillor Sinton proposed that Councillor Ms Bolton be added to the Committee Membership to fill the vacancy following the very sudden and tragic passing of Councillor Mrs Noyes. This was seconded by Councillor Noyes.

It was therefore

RECOMMENDED That Councillor Ms J Bolton be appointed to the vacancy on the Community and Amenities Committee for the ensuing municipal year

23. APPOINTMENT OF VICE-CHAIRMAN OF THE COMMITTEE

It was proposed by Councillor Sinton and seconded by Councillor Humphries that Councillor Laird be appointed as Vice-Chairman of the Community and Amenities Committee for the ensuing municipal year.

There being no other nominations, it was

RESOLVED That Councillor Laird be appointed as Vice-Chairman of the Committee for the ensuing municipal year

24. MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 9 MARCH 2015

RESOLVED That the Minutes of the Meeting of the Committee held on 9 March 2015 be confirmed as a correct record and signed by the Chairman.

25. APPOINTMENT OF THE GRANTS APPRAISAL PANEL

RESOLVED That the Grants Appraisal Panel be established for the ensuing municipal year, including chairmanship:-
Councillor Laird – Chairman,
Councillor Sinton – Vice-Chairman,
Councillor Humphries and Councillor Best.

Noted that Councillor Sinton advised that he would chair the first Grants Appraisal Panel meeting of the municipal year to be held on 15 June 2015 on an informal basis and thereafter Councillor Laird would then assume the Chairmanship for future meetings.

26. DROITWICH SPA FOOD AND DRINK FESTIVAL 2015 – PRESENTATION BY PATRICK DAVIS

Pursuant to Minute 219, Community & Amenities Committee meeting held on 12 January 2015, Mr Patrick Davis presented the plans for this year's Food & Drink Festival which was part of the Summer Festival of Local Food, Music and Arts – 20th June to 5th July 2015. Handouts of the presentation were circulated at the meeting and these summarised the vision, progress over the past two years since its inauguration, and plans for the 2015 event. The 2015 event was to include:

- Friday 19th June – Norbury Theatre Production in Vines Park;
- Saturday 20th June - Food and Drink Festival Street Market with up to 120 stalls and demonstration kitchen featuring the local and celebrity chefs, junior bake off and children's food trail and street entertainment throughout the day;
- Saturday and Sunday 20th and 21st June - a Beer and Cider Festival in Vines Park sponsored by Marston's Brewery and supported by CAMRA;
- Saturday 20th June to Sunday 5th July – Local pubs, restaurants and hotels to feature local food & drink menus to form "Come Dine in Droitwich" during the festival;
- Thursday 25th June – Wine and Cheese Tasting at St Andrews Town Hotel;
- Friday 26th June – Celebration Dinner of Local Food & Drink at St Andrews Town Hotel;
- Saturday 27th June – John Corbett Edwardian Dinner in the Grand Ballroom, Chateau Impney;
- Friday 3rd July – Special 18th Century Dinner at Hanbury Hall;

- Saturday 4th July – Independents’ Day Festival at Webbs of Wychbold;
- Sunday 5th July – Big Picnic in the Park (Lido Park) to support local schools and children’s local charity “New Hope” – Food & Drink – Music and Arts;
- Throughout the festival there would be a whole host of fun activities taking place in Droitwich, these included: Live music in the town centre, the Literary Festival, theatre performances, jazz and classical concerts, art displays and activities and a selection of competitions.

Mr Davis confirmed that the Festival would be opened by Nigel Huddleston MP and Tom Parker-Bowles. He addressed the finance for the event and requested sponsorship from the Town Council. Costs for the Festival were in the region of £25,000 and requested that the new Council gave consideration to sponsorship (previously it had been envisaged that incorporation of the 800th Anniversary of the Town Charter event within the Food & Drink Festival would enable any budget allocation for the event to be utilised).

The Committee noted that the budget of £3,000 for events had been expended by Council at its meeting on 29 April 2015 to the Droitwich Spa Salt Company towards the 1 August event for the 800th Anniversary of the signing of the Droitwich Charter. Any additional funding required a recommendation to the Resources Committee.

RECOMMENDED That as a matter of expediency the Resources Committee grants financial assistance in the sum of £2,500 to the Droitwich Spa Food & Drink Festival for the 2015 event, this to be taken from reserves and balances.

The Chairman thanked Mr Davis for his very interesting and informative report.

27. WOODEN ‘TOWN GATEWAY’ SIGNS - REFURBISHMENT

Following inspection and a report upon the poor state of the above-mentioned ‘Town Gateway’ signs sited on roadside verge locations on the five main arterial routes into the Town Centre as follows:

B 4065 Bromsgrove Road adjacent the Chateau Impney
 B 4090 Hanbury Road adjacent the M5 motorway flyover bridge
 B 4090 Worcester Road on the main A 38 Copcut roundabout junction
 Ombersley Way at the roundabout intersection of the A38 and A4133
 A442 Kidderminster Road before the roundabout intersection with the A38

the Committee considered a report upon the options available for their repair and refurbishment.

RESOLVED That the five individual signs are removed promptly for safety reasons and stored at the Wychavon, Berry Hill, Industrial Estate unit and further consideration of this item be deferred to 6 July 2015 meeting including the repair and reinstatement options available together with any shared funding possibilities.

28. WESTWOOD LODGE ALLOTMENTS – PERIMETER FENCING

The Committee was advised of the need for improvements to the perimeter fencing at the Westwood Lodge allotment site.

The Assistant Town Clerk also reported upon a recent incident when remedial action was required following a break-in @ 16 April 2015. Following this trespass incident it appeared that person or persons unknown had taken matters into their own hands to protect this section of the site against further incursion incidents. Substantial shards of broken glass and barbed wire had been grafted into the fence line and surrounding area presenting a serious risk to all persons and animals in the vicinity. These actions contravened the terms and conditions of allotment tenancy issued by the Town Council and necessitated a security cordon being placed on the public footpath route and contractors employed to remove all broken glass, barbed wire and other hazards to restore the whole area to a safe condition. This clearance work was completed expediently at a cost of £280.00.

Strengthening of the most vulnerable section of the rear perimeter fence adjacent to the public footpath was reviewed and following professional advice as to a workable, legally compliant and cost effective solution the proposal was for the supply and installation of 30 linear metres of steel tipped, 7 feet high, pallas fencing at an estimated cost of £2902.50p and this was put forward for the Committee to consider, being inclusive of all necessary ground works and plant hire. Further quotations would be sought in accordance with Standing Orders. The Town Clerk explained that this issue was a reoccurring problem for the Town Council and serious consideration should be made to achieve a robust and lasting solution within the financial constraints, the Council's contractor having sourced second-hand pallas fencing.

RESOLVED That 30 linear metres of second-hand steel-tipped pallas fencing be supplied and erected at Westwood Lodge allotments site as specified and in accordance with the £2902.50 estimate or a cheaper price if available elsewhere. Where possible the work is to be completed before the main school holidays commence in late July 2015.

29. ALLOTMENTS – UNAUTHORISED DUMPING OF HAZARDOUS MATERIAL

For information, the Committee was advised upon a further incident relating to the unauthorised dumping of hazardous material.

Following the discovery and safe removal of asbestos material in panels used for fencing and shed roofs on the Vines Lane and Copcut allotment sites during September 2014 a full inspection audit was completed covering all four allotment sites in the Town. This in turn necessitated the professional removal and disposal of further quantities of similar hazardous asbestos based material which had been brought on to the sites by allotment tenants over the years. All of this work was authorised through the Community and Amenities Committee during November 2014 and cost in total £3300. The matter was reported in full to Council, the Allotments Association and its members at the time including reference to the terms and conditions of tenancy and the associated restrictions.

Despite the full inspection and audit of all individual allotment sites there have been two subsequent incidents where asbestos material has been found apparently fly tipped within

the allotment site perimeter fences. The sites affected were Westwood Lodge during November 2014 and most recently at Chawson Lane in May 2015. In both instances the Town Council has arranged removal and disposal by licensed contractors including the bearing of full costs due to the land owner duty of care responsibilities for public areas. By way of indication the Committee was advised that the recent Chawson Lane incident necessitated removal of a 10 feet x 2.75 feet single sheet of asbestos at a cost of £300.00.

RESOLVED

1. That the report be noted.
2. That any further incidents be reported to Wychavon District Council and the Police as environmental crimes and that consideration be given to a formal press release to alert the public to the illegal fly tipping practices around the town.

30. VICTORIA SQUARE – REMOVAL OF REDUNDANT AND BROKEN INFRASTRUCTURE

Pursuant to Minute 217 at the meeting of the Committee held on 12 January 2015 and arising from the works for the commissioning of the new power distribution pillar situated adjacent the central telephone kiosk on Victoria Square, various obsolete street fixtures had been identified for removal as part of the project. Agreement in principle has been received from the landowner Worcestershire County Council, through the Highways Officer. The items were:

- large steel power box located next to the bus shelter pagoda in the space next to the war Memorial. Investigation determined that this was an empty cabinet which no longer adhered to the current regulations specification. *(Some years ago this cabinet was installed as part of a previous project to improve power distribution across the Victoria Square area for events and markets use. At that time there were difficulties encountered agreeing the ongoing adoption and maintenance of the equipment by the Town Council. To this effect the steel cabinet was installed but internal connections have never been completed and no mains supply provided for the power).*
- weathered and damaged wooden posts fixed in the paving around the perimeter of the bus shelter pagoda structure.

The cost of this final phase of the project was £285.00.

RESOLVED

That the report be noted.

31. DROITWICH SPA HERITAGE CENTRE AND MUSEUM – ENVIRONMENTAL MONITORING

The environmental software to enable regular monitoring for the ongoing preservation standards and good care of the museum exhibits required renewal and upgrading. The supplier was Eltek and the cost involved was @ £500.00. The Committee noted that this was an integral system for the Heritage Centre and required to retain the Museum Accreditation standard scheduled for review during September 2015.

RESOLVED

1. That the report be noted.
2. That the renewal of the Eltek Environmental Monitoring at a cost of @ £500.00 be endorsed.

The meeting concluded at 7.10pm

Chairman of Committee
6 July 2015

Chairman of Council
22 June 2015