

Droitwich Spa Town Council

MINUTES of the **RESOURCES COMMITTEE** held at St Richard's House, Victoria Square, Droitwich Spa on Monday 16 January 2017 at 6.30pm.

PRESENT: Councillor A Humphries (Chairman)
Councillor R Murphy (Ex-officio)
Councillor R G Beale
Councillor S Best
Councillor L Evans
Councillor A H Laird
Councillor T J Noyes
Councillor A M Sinton
Councillor Mrs K Tomalin

ALSO PRESENT: Councillors Mrs C Bowden, G R Brookes, Mrs A Hawkins, R J Morris and A Roberts.

APOLOGIES FOR ABSENCE – Councillors Ms J Bolton, Mrs S Harris and Mrs M A Lawley.

198 DECLARATIONS OF INTERESTS

Councillor Mrs K Tomalin declared a pecuniary interest in Agenda Item 5 – Council's Estimates for 2017/2018 inasmuch as reference was made to Regional Digital Marketing, Mr and Mrs Moreton being her neighbours plus she was one of the business advertisers and Mr N Moreton was her business's technical adviser.

199 MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON 12 DECEMBER 2016

RESOLVED That the Minutes of the Meeting of the Resources Committee held 12 December 2016 be confirmed as a correct record and signed by the Chairman.

200 RECOMMENDATIONS FROM COMMUNITY & AMENITIES COMMITTEE MEETING ON 16 JANUARY 2017

There were no recommendations other than those pertaining to the Council's Estimates 2017/2018, which were considered at Minute No 201 below.

201 COUNCIL'S ESTIMATES 2017/2018

[Councillor Mrs K Tomalin declared a pecuniary interest in this item as shown at Minute No 198 above.]

The Committee considered the report upon the estimates for year 2017/2018, presented by the Town Clerk. The attention of the Committee was drawn to the various matters. These included, inter alia, a new budget for works in connection with the Town Council's Landholdings, and an increase in the budget for the Heritage Centre to accommodate the upkeep and maintenance of the Council's bespoke tourism website www.visitdroitwichspa.com

It was noted that:

- For 2017/2018, the Community and Amenities Committee had reviewed its budgets and fees and charges at its meeting earlier that evening and its recommendations were submitted for review. These accorded with the recommendations contained within the report.
- The Committee was requested to produce estimates of the Council's Income and Expenditure for the financial year 2017/2018, sufficient to formulate a recommendation to the Town Council meeting to be held on Monday 30 January 2017, as to the amount to be precepted from Wychavon District Council.

Members were reminded that the Town Council (the precepting authority) could not issue supplementary precepts. Also that Wychavon District Council would request a broad breakdown of the Town Council's expenditure over the services it provides, to enable them in turn to provide information to Council Tax payers.

Councillor L Evans advised that he had some technical queries on the Estimates (these being in regard to the 'Adjustments' column and Staff Salaries amongst others) and the Town Clerk confirmed that any revision would be included.

Councillor T J Noyes referred to the relevant Band D amounts for Evesham and Pershore in comparison with Droitwich Spa and commended the Estimates to councillors.

RESOLVED

1. That Council requests a total precept requirement £360,293 being £324,174 in precept and with a precept support grant element of £36,119.
2. That the recommendations as set out in Minute No 195 of the Community and Amenities Committee be approved.
3. That a budget be identified for works in connection with the Town Council's Landholdings, including surveys and maintenance of this land, this to be set at £10,000 for 2017/18 and thereafter reviewed annually as part of the Estimates process.
4. That a budget of £12,000 be allocated within the running costs of the Heritage Centre for the maintenance and upkeep of the Town Council's bespoke tourism website www.visitdroitwichspa.com
5. That no arrangements be made for an allocated budget to support the Neighbourhood Plan at this stage.
6. That therefore the attached Estimates for 2017/2018 be approved.

202 MONITORING REPORT AND LIST OF DIRECT DEBITS AND STANDING ORDERS AS AT 31 DECEMBER 2016

Councillor T J Noyes referred to underspend shown with regard to the Lengthsman Scheme and the Town Clerk confirmed that she had reminded Councillors by email of the parameters of the Worcestershire County Council Lengthsman's scheme and had also requested identification of any suitable areas for attention.

RESOLVED That the reports be noted and endorsed.

203 NEW HOMES BONUS: CURRENT ALLOCATIONS AND STATEMENT FROM WYCHAVON DISTRICT COUNCIL – AVAILABILITY OF MONIES

The Committee was advised of the current allocation of New Homes Bonus monies as now appended (Appendix A).

The statement issued by Wychavon District Council with regard to the future allocations following the Secretary of State for Communities and Local Government's announcement of reforms to the system was noted. Parishes with Years 2 to 5 allocations would not get the final year of payments for Years 2 and 3 and the final two years of payments for Years 4 and 5. These changes affected the balance of monies available for future years. Full details were expected shortly.

RESOLVED That the reports be noted.

204 ASSET OF COMMUNITY VALUE NOMINATION: THE HOP POLE INN, 40 FRIAR STREET WR9 8ED

[Councillor S Best had declared an interest in this matter.]

Pursuant to Minute No 153, Resources Committee meeting held on 17 October 2016, confirmation had been received from Wychavon District Council that the property had been added to the List of Assets of Community Value under the Localism Act 2011.

RESOLVED That the report be noted.

205 ACCOUNTS FOR PAYMENT

Creditor accounts in the sum of £17,945.88 were considered for payment.

RESOLVED That the statement of accounts at Appendix B be received and the expenditure totalling £17,945.88 be approved and duly passed for payment.

206 EXCLUSION OF THE PUBLIC AND THE PRESS

RESOLVED That the press and public be now excluded from the meeting under the provision of the Public Bodies (Admission to Meetings) Act 1960 by virtue of the confidential nature of the business about to be transacted which involved financial and legal matters.

CLOSED SESSION

207 LANDHOLDINGS

The report pertained to two parcels of land, namely the disused allotment site at Kidderminster Road and an area of land at Cockshute Hill the subject of planning approval W/13/01614. These sites had been identified by the Town Council for disposal prior to the current administration, but for various reasons as outlined by the Town Clerk the sale of the sites had not been achieved. It was noted that part of the land at Cockshute Hill was in the ownership of Wychavon District Council.

Previously engaged by the Council with regard to the Cockshute Hill land, Nicol & Co had been actively seeking potential purchasers and had now identified a way forward for both areas, with the fee being set as 'No Sale, No Fee' basis with payment upon sale of 1.5%, in line with previous quotations.

To advise the Council, the Town Clerk proposed that the District Valuer be engaged to evaluate the options for the Kidderminster Road site, the fee for this being £2,250.

Councillor G R Brookes, past Chairman of Resources Committee, advised upon various aspects of the matter both historical and current.

- RESOLVED
1. That the sale of the two areas of land namely the disused allotment site at Kidderminster Road and an area of land at Cockshute Hill (the subject of planning approval W/13/01614), previously identified for disposal, now proceed, and that the action taken to date be endorsed.
 2. That the services of Nicol and Co be retained on the basis now reported, and the services of the District Valuer be confirmed.

The meeting closed at 6.58pm.

Chairman of Committee
13 February 2017

Chairman of Council
30 January 2017

NEW HOMES BONUS MONIES – CURRENT ALLOCATIONS (AS AT 31.12.16)

| SCHEME | Allocation | Payments |
|--|---|--|
| KING GEORGE V SPORTS CIC – Salwarpe Pavilion Refurbishment | £33,000 | Two phases of allocation - £25,000 for refurbishment and a further £8,000 for upgrade of electricity and kitchen. |
| DROITWICH COUNCIL FOR VOLUNTARY SERVICES – Community Garden | £4,000 | Community Garden created and £4,000 allocated. NB Ground subsidence being investigated. |
| DROITWICH (ST PETERS FIELDS SPORTS ASSOCIATION – Community Pavilion | *£15,000 initially with future monies allocated | <p>Deliverability of the scheme questioned, Future allocation of NHB to be committed once confirmation has been received that the scheme is proceeding.</p> <p>Information as at 26.09.16</p> <p>“We have now started the procedure to obtain planning permission. Following a "Pre-Planning" Meeting with Wychavon yesterday, we shall be drawing up formal documents and applying for formal planning permission. We have engaged the services of two builders, as well as obtaining planning, building regulations and H&S advice. We have set up a new fund-raising team to focus on both external grants and internal fund-raising. We are communicating with the trustees of St Peter's Fields. This is merely out of courtesy as they had already approved an earlier, much larger plan.”</p> <p>Information as at 04.11.16</p> <p>“We have had a pre-planning meeting with Wychavon and also a meeting with the Conservation Officer (as we are in a conservation area). The CO raised a few points, most of which could not be addressed because of English Cricket Board regulations. She wants to look into these regulations to see if there are viable solutions and says that she will come back to us in a week or so. Meanwhile we are hoping to address one of her issues ourselves.”</p> |
| Droitwich Rugby Football Club (now Multi-Sports Club) – Upgrading the Training Pitch Floodlighting (No 2 Priority) | *£25,000 | <p>Information as at 04.11.16</p> <p>“I hope to meet with Audrey Steel shortly/next week to discuss this and other long term matters with a view to progressing them as expeditiously as possible. I will keep you informed of progress & will revert to you when we are in a position to draw down funds.”</p> |
| TOWN COUNCIL - Town Centre Events Infrastructure: (Upgrade to electricity cabinet in High Street, new electricity cabinet in Vines Lane to service Vines Park, provision of mains water points, possible signage and possible bollards). | £40,000 | <p>£12,000 retained by DSTC for the installation of electricity cabinet in Vines Lane to service events in Vines Park. Order has been placed for the cabinet.</p> <p>£28,000 to be transferred to WCC for High Street Enhancement Scheme which will enable bollards etc to be installed as part of the overall scheme.</p> |
| TOTAL | £117,000 | Currently WDC retain £40,000 and the remainder has been disbursed. |

RESOURCES COMMITTEE MEETING 16 JANUARY 2017 – MINUTE NO 204**REFERS****CREDITOR PAYMENTS**

| | | |
|-------|--|------------|
| 10959 | Paul Jones TIC Purchases | £25.00 |
| 10960 | Zurich Municipal Insurance Policy Renewal 1 January to 31 December 2017 | £12,484.30 |
| 10961 | BES Cash Registers Limited Till Rolls for TIC Cash Register | £26.40 |
| 10962 | St John Ambulance Provision of First Aid & Medical Cover - Christmas Lights Switch On Event - 26 November 2016 | £463.68 |
| 10963 | Whitewinds TIC Purchases | £88.20 |
| 10964 | Purchase Power - Pitney Bowes Postage - Interest payment | £3.28 |
| 10965 | Western Power Distribution Electricity Connection Works at Feeder Pillar, Vines Lane | £3,541.40 |
| 10966 | R T Harrison Lengthsman Duties December 2016 - £540.00 Handyman duties including tree work at Colford Walk - £480.00 | £1,020.00 |
| 10967 | GCD Consultancy Renewal of domain name (droitwichspa.gov.uk) for 12 months | £73.20 |
| 10968 | County Security Limited Security Duties carried out at Community Hall 23rd to 30th December 2016 | £70.42 |
| 10969 | Mrs J C Fish, Activ Web Design Support, maintenance & hosting of www.droitwichspa.gov.uk from 09/01/2017 to 08/01/2018 | £150.00 |

TOTAL £17,945.88