

Droitwich Spa Town Council

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

25 February 2020

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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 2 March 2020 at 6.30pm or at the close of the meeting of the Resources Committee if later.



Mark Keld
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 13 January 2020 *[previously circulated]*
4. Mayflower 400 Event – To receive a full update on the arrangements for the Community Event taking place on 4 July 2020. *[supporting press release & interim programme information attached]*. To reference the current position regarding the request for £3,000 funding from Droitwich Arts Network towards their project to build and exhibit a quarter scale replica Mayflower “Ghost” Ship.
5. Bus Shelters Provision – To update that various enquiries have been received from constituents during January and February this year to request consideration for additional shelters and relocation of some of the existing structures. The Town Council owns and

maintains approximately 25 shelters throughout the Town and makes fiscal provision for essential repairs and maintenance as a component of the annual estimates, budget setting and precept. The current annual Community & Amenities cost centre provision for street infrastructure, which includes bus shelters is £3000.00. This level is maintained for the forthcoming Municipal Year 2020/2021. The value was slightly exceeded during the current Municipal Year mainly due to incidents of vandalism and vehicle collision damage. Regrettably for all cases last year there were no opportunities for Civil Recovery for any of the repair costs incurred. The approximate cost of a single replacement shelter ranges from £3k to £5k+. The emerging costs and the ongoing requests may necessitate further informed consideration of options when making the next Municipal Year (2021/2022) estimates for precept setting. These considerations commence in late November/ December this year. *[for information]*

6. VE Day Celebration Arrangements- Friday 8th May 2020. Pursuant to Minute Reference 235 of the Meeting of the Community and Amenities Committee which took place on 13 January 2020 to receive a further update on the emerging arrangements.
7. Copcut Park – Footpath improvements. To consider replacement of a further section of the internal footpath network within Copcut Park. As in 2019/2020 this is part of the ongoing phased review to accord with the regular maintenance responsibilities and mitigate against any claims arising from slips, trips and fall incidents. The park is used regularly by many people and is a busy thoroughfare between Celvestune Way, Worcester Road and the Copcut Rise developments. The phasing is reviewed on a risk basis to start each Municipal Year, conducive towards replacing the worst potholed and worn out sealed footpaths with more adaptable compacted Cotswold Stone. This ensures a better solution for longevity, routine maintenance and protects against tree route ingress damage. A section adjacent the large pedestrian footbridge leading to Colford Walk in the Worcester Road section of the park has been identified as needing most urgent attention. Fiscal provision has been made within the budget setting for 2020/2021 and the suggested approach is similar to that in spring 2019. To this effect a nominated Town Councillor should accompany DSTC officers at a suitably convenient time to verify the proposed works prior to further arrangements being taken forward.
8. West Project and Beyond – Pedestrian underpasses refurbishment proposals. Pursuant to Minute reference 215 of the Full Meeting of Council which took place on 16 December 2019 and resolved to financially contribute to the Wychavon District Council lead project from unallocated New Homes Bonus funds. To receive a further progress update from the Town Clerk following a meeting with key stakeholders scheduled for 27 February. *[for information]*
9. Heritage Manager Vacancy – To confirm that following advertisement of the vacancy for two weeks during February 2020 applications have been short listed for interview on 3 March 2020. The interview panel comprises Councillor AM Sinton (Leader), Councillor A Humphries (Chairman of Resources Committee) and Mrs Sarah Davies – Heritage Manager in role, supported by the Town Clerk. Interest in the vacancy has been mixed and there are three good candidates short listed for the interview day. *[for information]*
10. Band Concerts 2020-The 2020 Schedule of concerts is anticipated to be received during April and will be circulated in due course. Tentative arrangements are in course to collaborate with the Air Training Corps local branch to support with the arrangements for setting out and gathering the chairs. Arrangements are also being progressed to fit a suitable voltage reducer to enable safe access to the power supply for the band stand conducive to

using a small PA system for announcements. It is hoped to confirm all these arrangements during April prior to the first Sunday concerts in May. [*for information*]

10. Community Hall Upkeep – To confirm the following works which do require attention and have some fiscal provision allocated for the new Municipal Year commencing 1st April 2020. These matters are considered important to maintain the fit for purpose operation of the Centre, over and above daily caretaker tasks. The work has been identified and prioritised from the routine inspections. *.[for information]*

- Some renovation of the John Corbett Room external window frames to preserve structural integrity and for longevity. One frame will require complete replacement.
- Some internal painting and plaster work in the John Corbett Room.
- Varnishing of the worn floor surface in the Main Hall. Estimates are to be sourced to gauge options available and financial scope.
- Repair of roller blinds for large windows in the Main Hall

Distribution:

All Members of the Community & Amenities Committee

Councillors: -

Mrs C Bowden (Chairman)

R J Morris (Vice Chairman)

E J Bowden

D M Craigie

Mrs K Fellows

N R Griffiths

A H Laird

C M Murray

W T Moy (Ex-officio)

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Agenda for Information to:

County & District Councillors for Droitwich Spa, Subscribers, Press