

Droitwich Spa Town Council

MINUTES of the meeting of the COMMUNITY AND AMENITIES COMMITTEE held by conference call on Monday 8 June 2020 at 6.50 pm.

PRESENT: Councillor Mrs C Bowden (Chairman)
Councillor EJ Bowden
Councillor DM Craigie
Councillor NR Griffiths
Councillor RJ Morris (Vice Chairman)
Councillor WT Moy (Ex- officio)
Councillor CM Murray

NON-MEMBERS PRESENT: Councillors RG Beale, GR Brookes, Mrs JM Chaudry, G Duffy, J Grady, A, Humphries, RP Hopkins, DJ Morris and AM Sinton.

APOLOGIES FOR ABSENCE: None

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20. DECLARATIONS OF INTERESTS

There were no declarations of interest made

21. TO CONFIRM THE MINUTES OF THE MEETING OF THE COMMUNITY & AMENITIES COMMITTEE HELD ON 2 MARCH 2020

RESOLVED That the Minutes of the Meeting of the Community & Amenities Committee held on 2 March 2020 be confirmed as a correct record and signed by the Chairman.

22. MUNICIPAL PLANTING

The summer planting has now been completed by our new contractors. There has been a lot of positive feedback received directly as well as being shared on social media. Special Thanks have been expressed to the new contractor for their diligent work during very difficult circumstances this year, including the sourcing of the plants. This information was noted by the Committee.

23. MAYFLOWER 400 EVENT

Due to Covid 19 the arrangements and plans for the Event have been deferred. Dialogue is maintained with Mrs Caroline Davis from OPUS Events and it is likely that the arrangements will be resurrected in due course and a new date set for spring 2021. Further details will be provided as matters proceed. This information was noted.

24. COPCUT PARK – FOOTPATH IMPROVEMENTS

To confirm that Councillor RJ Morris and the Town Clerk walked and inspected the footpath network in Copcut Park on 21 May 2020 to consider and prioritise any urgent repair work. This accords with Minute reference 302 of the Community & Amenities Committee meeting held on 2 March 2020. Earlier in April, the Town Clerk met with Contractors in order to source cost estimates for the various sections of footpath to enable future informed decision. The consensus reached on 21 May site visit was that there were no immediately urgent repairs required at this time. Due to the Covid 19 crisis the suggested approach is to continue to inspect the Park regularly and defer the decision for authorisation of any of the footpath replacement work until a later time. Connected considerations are that the dry weather is not causing any marked further deterioration of sections of the paths, the necessity to maintain free public access to the park during lockdown restrictions and a requirement to review and possibly reconfigure budgets for the remainder of the Municipal Year. The Committee agreed for dredging of the pond to commence due to having the funds budgeted for this work. The footpath network work would be reviewed at a later date.

25. 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 led project from unallocated New Homes Bonus funds. Following the Stakeholders meeting on 27 February 2020 this project is postponed until further notice due to Covid 19. This was noted by the Committee.

26. HERITAGE MANAGER VACANCY

Heritage Manager Vacancy – To confirm that following advertisement of the vacancy for two weeks during February 2020 applications had been short listed for interview on 3 March 2020. The interview panel comprised Councillor AM Sinton (Leader), Councillor Mrs C Bowden (Chairman of Community & Amenities Committee) and Mrs Sarah Davies – Heritage Manager in role, supported by the Town Clerk. Interest in the vacancy had been mixed and there were three good candidates short listed for the interview day. Mrs Catherine Finn was the successful candidate and offered the position. Following referencing the position was accepted to work on job share basis with Mrs Davies. The agreed start date was 20 April 2020 although the Covid 19 crisis has meant that the Heritage Centre remains closed for now. This was noted by the Committee.

27. COMMUNITY HALL UPKEEP AND USAGE

To confirm that during lockdown and temporary closure of the Community Hall, it has been possible to continue the general maintenance and improvement works allocated in the Municipal Year budget. The following work is in course.

- 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

- Replacement electrical wiring components and some light fixtures to accord with the recent Electricians inspection visit for certification and to maintain regulation changes to standard

Special dispensation has been arranged with the Town Council’s Insurer to enable NHS Blood donation sessions to be held on a managed appointment basis using the Community Hall. This follows a referral from Councillor Brookes and a request for assistance from the NHS for suitable central venues during the health crisis. All requisite safeguarding and special Covid 19 considerations have been verified and complied with – collaborating with the NHS and the Town Council’s Insurance underwriters. The NHS should begin to arrange their session dates any time soon now all of the statutory governance is in place. This information was noted by Committee.

The meeting concluded at 7.00 pm

Chairman of Committee
06 July 2020

Chairman of Council
15 June 2020