

Droitwich Spa Town Council

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

2 November 2021

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 Community Hall, Heritage Way, Droitwich Spa, Worcestershire, on Monday 8 November 2021 at 6.15pm or at the close of the meeting of the Planning 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 before the start of the Committee meetings to receive any questions about items on this agenda, or raise issues for future consideration. Notification of any requests 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. Due to ongoing Covid 19 precautions the numbers of attendees may be limited because of space constraints. Public requests for attendance will be administered on a strictly first received basis whilst the position regarding public health advice and any restrictions continues to emerge.

A G E N D A

1. Apologies for absence
2. Declarations of Interest
3. To confirm the Minutes of the meeting of the Community & Amenities Committee held on 13 September 2021 [*previously circulated*]
4. Grant Application – To consider the attached grant from St Peter's Scout Group due to no further Grant Appraisal Panel meetings during this current financial year. [*schedule attached*]
5. The Community Pantry – Pursuant to minute reference 122 of the Meeting of Full Council held on 27 September 2021, the options and feasibility report produced by the Town Clerk is attached with the agenda. This is conducive for the Town Council being

able to make further informed consideration towards the two proposals put forward by Mr Richard Whittall (Full Council 27.09.21) in support of the Pantry Group for using parts the Community Hall land/premises and involvement with their project.

6. Remembrance 2021- The Remembrance Parade, Ceremony and Wreath Laying takes place on Sunday 14th November 2021. Following cancellation in 2020 caused by the Covid 19 Pandemic, the normal arrangements will now resume. This Year represents the 100th anniversary of the Royal British Legion. Full invitation letters have been issued by the Town Council during early October to all Local Dignitaries, Elected Members, Past Mayors, Civic connections, Local Groups & Organisations and stakeholders. Elected Members are reminded to be present at St Richards House by 10.20am at the latest in order to process and be in place for the Mayor to take the Salute from the Main Parade prior to formal proceedings.

Due to the National Pandemic situation there is emerging public health guidance being issued to various participating organisations. This recommends social distancing of 1 metre apart for outdoors & inside and consideration for face coverings. Some of the guidelines do also recommend that post ceremony indoor gatherings should not be attended. This would extend to the Church Service in St Andrews Church and the RBL Reception at the Working Men's Club premises, immediately following the Parade and Ceremony on Victoria Square. **There are no legal restrictions in place and the guidance is recommended and a personal choice at this time. The onus rests with individuals to maintain personal responsibility for their own and other people's health and safety. If in doubt the recommendation is not to attend any public gatherings and to seek medical advice for any specific health concerns.** *[for information]*

7. Christmas Lights Switch On Date and Event 2021.

The Event takes place on Saturday 27th November 2021 following a year missed due to the Pandemic issues in 2020. It is anticipated that the usual format will be resurrected which comprises, the fairground, Farmers Market and seasonal stalls in Victoria Square from 10.00am. There will be family activities at the Heritage Centre including the Grotto operated by Droitwich Spa Lions. The Countdown and Switch On for the lights will take place at approximately 4.45pm on the stage adjacent Lloyds Bank. It is hoped that this will be carried out by the local Summer Olympian and Paralympian swimming Medallists accompanying the Mayor. This will be preceded from approximately 4pm by the Salvation Army Band and Mrs Helen Jones with the "ISing Choir". The Old Cock Inn have also approached and notified that they are holding a Festive Celebration Day simultaneously which will feature stalls and live music into the evening. The Town Council are coordinating activity, resources support and publicity to help align both events on the day.

Similar to Agenda Item 6 for Remembrance Sunday arrangements, careful adherence is to be maintained for any emerging Government advice and guidance with regard to Covid 19 precautions. To this effect any of the aforementioned arrangements could be subject to change at short notice if prevailing factors do emerge. Further information will be issued as required *[for information]*.

8. Queen's Platinum Jubilee Event –Saturday 4 June 2022.

Further arrangements should be able to be reported on at the next scheduled Committee Meeting on 10 January 2022. The next stage is to engage with OPUS Events to help

facilitate a Community Reach - Out Session to encourage interest and participation from local performing arts groups. This is in addition to artists already commissioned by OPUS for the event next year. Community participation is a key caveat stipulated within the terms and conditions of the Arts Council supplementary funding that has been secured. Press and forward publicity should also commence during January 2022 *[for information]*

9. Queen's Platinum Jubilee – The Queen's Green Canopy.

To receive the attached correspondence & information provided by Lady Georgina Britten Long – Deputy Lord Lieutenant for Worcestershire. Elected Members are asked to consider suitable local options to support the National tree planting initiative as part of the arrangements for the Platinum Jubilee in 2022. The desired objective is to create a lasting nationwide legacy of new growth trees in the local Communities. With regard to agenda item 11 (see below) it is important to carefully consider the species and locations of trees for planting due to the ongoing maintenance regime and legacy created for the connected liability aspects *[details attached]*.

10. Queen's Platinum Jubilee – Light a Beacon Campaign.

To receive, review and consider the attached information which outlines the arrangements for a national network of illuminated beacons as a component of the Platinum Jubilee celebrations next year. The beacons are scheduled to be in place and illuminated on the Special Bank Holiday – Thursday 2 June 2022 from 9.15pm. The suggested elevated location is Dodderhill Church yard which provides a vista point overlooking the Town Centre. This location was used to position a searchlight as part of the Queen's Diamond Jubilee Celebrations in 2012.

The supporting online guide details are comprehensive and can be accessed using the following link www.QueensJubileeBeacons.com.

Pages 11 & 12 are attached and cover options to purchase liquid petroleum gas fuelled beacons including indicative costs. A suggestion is to purchase one of these for the aforementioned location and arrange for a suitably qualified professional contractor to carry out the illumination process and requisite safety measures. If agreed to proceed it is suggested that an approach should be made to Dodderhill Parish Council in order to ask for respectful permission to use the site and to offer a collaborative approach for the initiative. Press and forward publicity should also commence during January 2022 *[details attached]*.

11. Arboreal Survey and Tree Works – Town Council Landholdings.

To update that several requests have been received from residents in the locality of Spring Meadow/Door Step Green and Copcut Park recently for the Town Council to consider reduction of sizeable mature trees. Each enquiry has been followed up by inspections including the professional opinion of the enlisted Arboreal Specialist. This has derived a programme of recommended remedial works to cut back and reduce overhang from trees rooted on Town Council land from adjacent property boundaries and gardens. In some cases, trees have outgrown their habitat with canopy and crown reduction now recommended to mitigate against any safety and insurance liability concerns that could arise. The investigations have also identified some further ash trees afflicted by the ash die back disease. This is an irreversible condition and felling to ground is the recommended course. This accords with a similar approach taken for 17 diseased ash trees at Spring Meadow during 2019. The costs are within scope for the land maintenance and grounds care budget allocation.

The Arboreal Survey for all trees on Town Council land holdings is next due in the autumn of 2022 in keeping with the recommended 4/5 year rolling plan and last report undertaken in late 2018. Due to the number of tree enquiries being currently received the Arboreal Specialist has been asked to bring the next survey forward to May 2022. This supports due diligence and proactive management for insurance liability purposes. Furthermore, it will enable a coordinated approach for remedial work and maintenance priorities to continue through summer 2022.

12. Wychavon Diamond Jubilee Community Recognition Awards

The named awards are to be discontinued by Wychavon District Council and shall be replaced with Community Recognition Awards which will incorporate and combine multiple similar schemes run by the Council. The remaining fund from the original awards currently comprises of £1800, £150 of which was invested by Droitwich Spa Town Council. Wychavon District Council would request a decision as to whether the Town Council would like this fund returned or donated to the upcoming Community Recognition Awards Scheme. *[Letter attached for information]*

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)

Copy to All Other Town Councillors

Agenda for Information to:

County & District Councillors for Droitwich Spa, Subscribers, Press