

# 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 11 November 2019 at 6.21pm.

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

NON-MEMBERS PRESENT: Councillors RG Beale, GR Brookes, Mrs JM Chaudry, G Duffy, A Humphries and AM Sinton.

APOLOGIES FOR ABSENCE: Councillors DM Craigie, J Grady and RP Hopkins

## PUBLIC QUESTIONS

There were none.

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## 173. DECLARATIONS OF INTERESTS

There were no declarations of interest made.

## 174. TO CONFIRM THE MINUTES OF THE MEETING OF THE COMMUNITY & AMENITIES COMMITTEE HELD ON 9 SEPTEMBER 2019

RESOLVED That the Minutes of the Meeting of the Community & Amenities Committee held on 9 September 2019 be confirmed as a correct record and signed by the Chairman.

## 175 TO RECEIVE THE RECOMMENDATIONS OF THE GRANTS APPRAISAL PANEL ARISING FROM THE MEETING HELD ON 29 OCTOBER 2019

To receive and consider the recommendations of the Grants Appraisal Committee meeting held on 29 October 2019 [*recommendations summary circulated as part of the agenda*]. Remaining unallocated grants fund available for current Municipal Year = £1250.00.

For reference it was reported that the Droitwich Arts Network have notified on 4<sup>th</sup> November 2019 that award monies allocated for the mural project and accepted as at 3<sup>rd</sup> July 2018 have not been used. A provisional request has been made for the Arts Network to return the unused funds to the Town Council. This would then represent £2250.00 available funds remaining.

No representation was made to support the Salt Fest application at the Appraisal Panel Meeting on 29 October 2019 and therefore no decision could be reached. Furthermore there are some prevalent pecuniary interest matters attributed to Elected Councillors who are active Salt Fest Committee Members which do need to be considered as part of the governance & due diligence process.

Councillor AM Sinton expressed some concerns regarding the Probus 87 Grant application for the Salt Fest 2020 children's activities. These reservations included whether Salt Fest was confirmed for 2020, a potential conflict of interests with the adult Roman re-enactors who usually take part and overall value for money in terms of the grant awarded for children's Roman costumes. Officers clarified that the Grants were awarded subject to acceptance of the terms and conditions which included deliverability and reimbursement clauses should the project not proceed – similar to the aforementioned scenario that had recently been notified for Droitwich Arts Network and their Mural Project in 2018.

RESOLVED That the information be noted and the following grants be approved.

- Speak Easy (NOW) £1200.00 towards membership and self-promotion support.
- Droitwich Cycling Club £1150.00 towards start-up costs and a bespoke members kit design.
- Probus '87 Club of Droitwich Spa £500.00 for the production of children's Roman soldier costumes as a component for Salt Fest 2020 and the Festival going forwards.

Total Awarded = £2850.00

*Next Grants Appraisal Panel Meeting – to be confirmed subject to and /or receipt of any further completed application forms.*

#### 176 TO RECEIVE A FURTHER UPDATE ON THE WESTLANDS UNDERPASS PROJECT FROM MR DAVID MANNING – WYCHAVON DISTRICT COUNCIL

Further consideration towards joint participation with Wychavon in the underpass project, including applying for New Homes Bonus.

Mr Manning updated that there was a commitment from WDC to proceed in principle with 4 underpasses within the West Project catchment. These being ranked in order of priority as follows,

- A38 Underpass/Roman Way
- 2092 Hunters Way
- 2083 Paddock Hill
- 2088 Crofters Hill

The anticipation is to improve these key routes and make the environment less intimidating for all users. It is hoped to progress this work during the current municipal year and WDC funding was indicated to be in place. Following presentation at the Town Council, Community & Amenities Committee meeting on 9 September 2019 by David and Mr Peter Rose, the opportunity exists for the Town Council to be involved in a wider

scope project including additional underpasses within the Town Centre area. Additional costing information specifically with regard to engineering attributes of the underpass refurbishment proposals have now been sourced through WCC Highways Department. A final feasibility report is now available and the Town Clerk confirmed that this had been received on Friday 8 November 2019 and would be forwarded to all DSTC members the next day and following this latest update. Mr Manning invited the Town Council to participate in the proposals including membership of the steering committee and stakeholder groups currently being considered for the wider project.

The Town Clerk asked whether final consideration as part of the next Full Council meeting agenda scheduled for 16 December 2019 would accord with the timescales that WDC were already working on for the West Project elements of the underpass project proposals. This was raised in the context that there was already one other funding application pertinent for New Homes Bonus consideration in place which was currently subject to further detailed information being made available. In this case the originating Group had recently confirmed that the outstanding details had been sourced and would be provided imminently. The acknowledgement from David that timescales accorded well for December are therefore conducive towards DSTC making an informed decision on both projects and connected NHB funding opportunities on 16 December 2019.

RESOLVED

- Further informed consideration for the additional underpasses refurbishment to follow as part of the agenda for the next Full Council on 16 December 2019.
- Scope of funding through unallocated New Homes Bonus money (currently £53,369.00) to be considered with any other New Homes Bonus applications as part of the agenda for the next Full Council on 16 December 2019.

177. MAYFLOWER 400 ANNIVERSARY COMMUNITY COMMEMORATION EVENT

The Town Clerk updated that following recent reports, Mrs Caroline Davies from OPUS events has been commissioned as consultant for the event in 2020. The first two Steering Committee meetings for initial key stakeholders had taken place on 19 September & 24<sup>th</sup> October 2019. Further reports will be provided as the project evolves and the full programme is finalised.

The town Clerk explained that supplementary funding for the Event was currently being considered through preparation of an Arts Council bid. This process takes approximately 6 weeks and it is anticipated that the outcome will be known in early January 2020. The bid process determines that the programme and arrangements must be presented as speculative and in the planning stage. To this effect the importance of deferring finalisation of the event budget, scope, programme, publicity and wider community engagement until post decision stage was emphasised. Any deviation from this protocol may risk putting the Arts Council opportunity in jeopardy.

RESOLVED                      That the information was noted.

178. MAYFLOWER 400 ANNIVERSARY ILLUMINATIVE EVENT -21<sup>ST</sup> NOVEMBER 2019

The Town Clerk confirmed the programme for the afternoon of 21<sup>st</sup> November including a Mayflower 400 and Edward Winslow showcase display, augmented reality demonstrations from Professor Bob Stone, Director of Human Interface at Birmingham University and informed input from the Heritage Managers. The afternoon will conclude with the turning on of the bespoke Mayflower 400 Illumination display on the frontage of the St Richards House building at 4.30pm. The Switch on is being performed by Councillor WT Moy- Mayor, Professor Stone and the Head Boy & Girl from Droitwich Spa High School.

RESOLVED                      That the information was noted.

179. CHRISTMAS LIGHTS SWITCH ON EVENT – SATURDAY 23NOVEMBER 2019.

The Town Clerk updated that the press release and publicity for the Christmas Lights Switch On day was now in place as previously arranged. The lights will be switched on by Councillor WT Moy- Mayor accompanied by Mrs Helen Jones from the Rock Choir and the Head Boy & Girl from Droitwich Spa High School. The venue for the Switch on this year is adjacent to Lloyds Bank on Victoria Square at 4.30pm.

RESOLVED                      That the information was noted.

180. THE WYCHAVON DISTRICT COUNCIL CHAIRMAN’S DIAMOND JUBILLEE COMMUNITY RECOGNITION AWARD 2019.

The Assistant Town Clerk confirmed that Nominations are invited to be submitted no later than Friday 6<sup>th</sup> December 2019. Any nominations should be completed on the pro forma provided including background information by way of support and sent through the Assistant Town Clerk for onward submission to WDC.

RESOLVED                      That the information was noted.

181. NEW EVENTS EQUIPMENT PURCHASED

The Assistant Town Clerk confirmed that the Town Council have been able to purchase 6 new gazebos to replenish depleted and damaged equipment stock which is available to the public for Community events. This has been made possible by the generous donation of Divisional Funds from Councillor GR Brookes. This is hugely appreciated and thanks were conveyed to Councillor Brookes.

182. JAPANESE KNOTWEED AT WESTWOOD LODGE ALLOTMENTS SITE

The Assistant Town Clerk confirmed that work has recently now commenced with JKL to eliminate the knotweed from Droitwich Spa Town Council owned land at Westwood Lodge Allotments with a 10 year treatment management plan in place.

RESOLVED                      That the information was noted.

183. EVENTS 2020

The Town Clerk reported that the Town Council have recently been approached by Mr David Wheeler of The Birmingham, Worcester & Droitwich Canals Society with regard to St Richard's Festival in May 2020. Specifically a request has been expressed to consider resurrection of the classic and vintage cars component for the event, which was previously managed by DSTC officers. Consideration should also be made that the May Day Bank Holiday is configured differently during 2020 with the anticipation for a suitable VE Day Commemoration led by the local branch of The Royal British Legion.

The Assistant Town Clerk circulated a letter *[see attached]* on behalf of Councillor AH Laird who was not present at the meeting. Councillor RJ Morris mentioned on the subject of Salt Fest that Councillor DM Craigie and Councillor Laird should both be commended on their work for the 2019 Event and he acknowledged that the due diligence and governance attributed to fiscal matters and pecuniary interest was important.

The Town Clerk explained that no decisions as such were required at this meeting but the information was presented to note in the context of various emerging matters connected with Town Events and Festivals in 2020 which would require further informed consideration during the first part of the New Year.

RESOLVED                      That the information was noted.

The meeting concluded at 7.00 pm

Chairman of Committee                      .....  
13 January 2020

Chairman of Council  
16 December 2019                      .....