

# Droitwich Spa Town Council

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

6 January 2020

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You are hereby summoned to attend a meeting of the **RESOURCES COMMITTEE** to be held in the Council Chamber, St Richard's House, Victoria Square, Droitwich Spa on Monday 13 January 2020 at 6.30pm, or at the close of the meeting of the Community & Amenities Committee, whichever is the later.



Mark Keld  
Town Clerk

**NB Councillors - please bring Council's Estimates 2020/21 report circulated with the Agenda Papers with you to the meeting.**

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 Interests
3. To confirm as a correct record the Minutes of the meeting of the Committee held on 9 December 2019 *[circulated previously]*
4. To consider any recommendations made by Community & Amenities Committee at its meeting on 13 January 2020 (to be held immediately prior to the Resources Committee's meeting).
5. Council's Estimates for 2020/2021 – to consider the report *[enclosed]* and the recommendations of the Community & Amenities Committee *[to be reported verbally at Agenda Item 4 above]* and to make recommendations upon the Council's Budget, Estimates & Precept for 2020/2021 to Council at its meeting on 27 January 2020. The deadline for receipt of the 2020/2021 final precept confirmation by Wychavon District Council is 31 January 2020.

6. Fair Trade Group – Following the Group AGM which took place on 5 November 2019 and presentation from Emily Bowsher at the last Resources Committee meeting on 9 December 2019, to receive a verbal update of progress achieved. Minute reference 200 of the Resources Committee Meeting held on 9 December 2019 resolved to enable Elected Members to network with their contacts to help encourage active membership for the Fair Trade Group locally.
  
7. Fire Alarm Remedial Works and replacement panel. Pursuant to Minute reference 105 of the Extra Ordinary Meeting of Council held on 29 July 2019 two estimates have been provided by Bryland Fire Protection to accord with the recommended works for St Richards House & the Community Hall. To confirm that all works have been completed for both premises with the exception of two high level detectors for the Community Hall ceiling void. This delay has arisen from scaffold access restrictions which were not anticipated by the Contractor attending on 16 December 2019. A rescheduled date is being arranged to complete the works as an urgent matter. Thereafter the previously reported Interim Fire Safety Audit will be requested from the Town Councils nominated Health and Safety Consultant to verify full conformity.
  
8. Regular Automated payments list –interim report. Following recommendations by the Internal Auditor to be advised of a summary for all regular automated payments including salaries. Pursuant to minute reference number 43 of the Resources Committee meeting held on 10 June 2019, the internal audit report recommended that the report is presented at least six monthly oppose to being reviewed annually. List last reviewed on 9 December 2019 at Resources Committee. *[list herewith for information purposes]*
  
9. Accounts for payment *[list herewith]*

**Distribution:**

<p>All Members of Resources Committee Councillors –  A Humphries (Chairman)  AM Sinton (Vice Chairman)  R G Beale  E J Bowden  G R Brookes  Mrs J M Chaudry  D M Craigie  R P Hopkins  W T Moy( Ex- officio)</p>	<p>Copy to All Other Town Councillors</p> <p>Agenda For Information to:  County &amp; District Councillors for Droitwich Spa  Subscribers  Press</p>
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