

Droitwich Spa Town Council

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

10 September 2020

Telephone: 01905 774258
www.droitwichspa.gov.uk

You are hereby summoned to attend a meeting of the **COMMUNITY AND AMENITIES COMMITTEE** to be held using Zoom Virtual Meeting Facility on Monday 14 September 2020 at 6.15pm or at the close of the meeting of the Planning Committee if later.

The remote meeting format is a special temporary contingency measure due to the Covid 19 Pandemic. As such the log in details will be available & notified to Elected Members by Town Council Officers through a separate email earlier on the day of the meeting. Members of the public wishing to raise questions prior to the meeting from 5.45pm and/or attend the meeting itself should follow the usual protocol (as follows). They must contact the Town Council Office between the times of 9.00am and 1.00pm on the day of the meeting in order to be notified of the log in details for the virtual meeting format and register any questions for consideration.



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 6 July 2020 by conference call *[enclosed]*
4. Community Hall & Heritage Museum/TIC Re-Opening – Following the shut down for the Covid-19 pandemic the Community hall has been taking bookings again, with regular hirers re-starting their classes/meetings. Each hirer has completed their own Covid-19 specific risk assessment. Bookings continue to increase weekly. The Museum and Tourist

Information Centre has also had a successful re-opening. Cards for Good Causes will again be hosted by them in the lead up to Christmas with increased footfall anticipated. As reported at the extra-ordinary Resources Committee meeting, held on 7th September 2020, the income position will be clearer following September's invoicing. *[information only]*

5. Remembrance Sunday – A meeting between the Royal British Legion representatives, the Police, County, District and Town Councils Representatives will be held to discuss current Covid-19 regulations and how this will affect the standard format of Remembrance Sunday. The meeting takes place on 11th September 2020 and it is anticipated that the arrangements will be finalised in time for reporting at Full Council on 28th September 2020. *[information only]*
6. Christmas Lights Switch-on Arrangements – To accord with the previous agenda item a similar approach is anticipated to be taken for this year's switch-on event due to the pandemic. The actual Christmas lights and Christmas trees for the town centre should remain unaffected. Further information will be updated for Full Council on 28th September. *[information only]*
7. Mayflower 400 – The project status and financial position was included as an agenda item for the Extra-ordinary meeting of the Resources Committee held on 7th September 2020. It was resolved to refer further planning and options for the event to the Mayflower sub-committee for further updates through the parent C&A Committee in due course. Dialogue is maintained with Mrs Caroline Davies of OPUS events who are commissioned for delivery. Progress will be determined by the emerging Covid-19 guidance. *[information only]*
8. Grants Appraisal Panel – There are currently no pending applications for consideration and as such the scheduled appraisal panel meeting on 7th September was not required. The next meeting is scheduled for 26th October 2020 and any applications received can be considered using the zoom facility as required. *[information only]*

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