

Droitwich Spa Town Council

St Richard's House
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Droitwich Spa
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Telephone: 01905 774258

7 December 2020

You are hereby summoned to a Meeting of Droitwich Spa Town Council to be held using the Zoom Virtual Meeting facility on Monday 14 December 2020 at 6.00pm.

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

Members of the public are invited to attend the Town Council meeting. Time is set aside at 5.45 p.m. to receive views or questions on issues on this agenda, or raise issues for future consideration before the start of the Town Council 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 Town Council meeting itself.

AGENDA

1. Apologies
2. Declarations of interests
3. To confirm as a correct record the Minutes of the Meeting of Council held on 28 September 2020 and the Extra –ordinary Meeting of Council held on 26 October 2020. Both meetings were held by the Zoom facility.*[enclosed]*
4. Mayor's Announcements & Christmas Message.
5. Policing In Droitwich – Update. To be provided from a summary report produced by Sergeant Sarah Kent for the Town Clerk.
6. High School Update- To be provided from a summary report produced by the Head Boy & Head Girl
7. Youth Council Update - To note that due to Covid 19 restrictions the next update covering the Youth Council activities is anticipated early in 2021.

8. To receive and consider the Minutes of the under-mentioned meetings:-
 1. Planning Committee – 12 October 2020 by Zoom. *[circulated previously]*
 2. Resources Committee – 12 October 2020 by Zoom. *[circulated previously]*
 3. Planning Committee -9 November 2020 by Zoom. *[circulated previously]*
 4. Community & Amenities Committee -9 November 2020 by Zoom. *[enclosed]*
 5. Planning Committee -7 December 2020 by Zoom. *[to follow]*
 6. Resources Committee – 7 December 2020 by Zoom. *[to follow]*
9. CHRISTMAS ARRANGEMENTS 2020– To update on various changes and arrangements this year due to the ongoing Pandemic restrictions. Report attached. *[for information]*
10. WYCHAVON DISTRICT COUNCIL COMMUNITY LEGACY FUNDING- To confirm the following project and application updates. *[for information]*
 - (a) Edition Two – Droitwich Spa High School, Community Cabin. Sign off of the construction and grant payment draw down phases with Wychavon District Council & High School representatives is scheduled for 8 December 2020. Further details regarding the formal opening and Management Committee aspect thereafter will follow in due course.
 - (b) Edition Three – Stage One Application (Expression of interest & proposal) for the Droitwich Spa Augmented Reality Heritage Trail App, has been submitted on 2 December 2020. Agreement to proceed to Full Application received 4 December 2020.
 - (c) Edition Three – Stage One Application (Expression of interest & proposal) for the Droitwich Spa Community Football Club Pavilion as part of the King George Playing Fields, Ground Fund Project has been submitted on 3 December 2020. Agreement to proceed to Full Application received 4 December 2020.
11. TOWN COUNCIL - COMMUNITY & AMENITIES GRANTS 2020/2021- Following prior referral with Councillor RJ Morris (Chairman of the Grants Appraisal Sub – Committee) and Councillor Mrs C Bowden (Chairman of the Community & Amenities Committee) to be advised that the current remaining balance of unallocated funds for this Municipal period is £4000.00. Applications are invited from Community Groups for consideration towards financial support through the Grants / C & A Committee. To note that any applications received will require a completed grants application form and supporting financial papers to be completed and provided as part of the assessment process. This is important in order to accord with due diligence, set protocol and the Auditors Governance standards for all public funding. *[for information]*

12. WEST PROJECT AND BEYOND – PEDESTRIAN UNDERPASS IMPROVEMENTS PROJECT. To note that a Management Committee meeting took place on 19 October 2020 and a wider stakeholder engagement meeting on 2 December 2020. This project has been interrupted by Covid 19 restrictions and the impact is approximately 12 months delay. It is hoped to resurrect all aspects towards a start date of spring 2021. The Town Council maintains a lead interest in the additional three location underpasses through provision of the remaining unallocated New Homes Bonus Scheme funds. The locations are the Railway Station underpass and the two beneath Ombersley Way accessing towards West Acre Middle School and Droitwich Spa High School. Further updates will be provided as the project progresses in 2021. *[for information]*
13. TREES PLANTING – To help support local ecological and green initiatives including the lowering of emissions, reduction of carbon footprint and the encouragement of pollinators options are being considered to plant additional trees on suitable Town Council land holdings next Spring. A feasibility study is currently being taken forward to consider all aspects including habitat, species, quantity, locations and the various funding aspects. It is hoped to collaborate with partner Authorities including Wychavon District Council and Worcestershire County Council, as well as linking to the Nationwide BBC Countryfile project launched on 29 November 2020 called “Plant Britain”. Further details will be reported when options have been fully researched. *[For information]*
14. NEIGHBOURHOOD PLAN OPTIONS – To receive the following,
 - (a) Any available updates from Councillor A Humphries in his capacity as the Town Council nominated representative for the Neighbourhood Plan Group and his responsibility for communications. The relevant updates may include any brief reports, business case details for delivery of a project and associated costing information.
 - (b) A proposal of support and statement of intent from Councillor AM Sinton.

To note that any fiscal provision towards a Neighbourhood Plan project including delivery timescales will need to be further considered and carefully determined as a component aspect of the Town Council estimates, budget allocations and precept setting which is being undertaken during early January 2021. All Town Council strategic priorities and projects are included within this process. *[For information]*

15. COUNTY COUNCIL MATTERS- To receive reports on County Council matters *[if appropriate]*
16. DISTRICT COUNCIL MATTERS – To receive reports on District Council matters *[if appropriate]*
17. ACCOUNTS FOR PAYMENT *[details attached]*

Distribution:

All Members of the Town Council

Agenda for Information to:
County & District Councillors for Droitwich Spa
Subscribers, Press

