

# Droitwich Spa Town Council

**NB Councillors - please have the Council's Estimates 2023/24 report circulated with the Agenda Papers available for this meeting.**

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

10 January 2023

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You are hereby summoned to attend a meeting of the **COMMUNITY AND AMENITIES COMMITTEE** to be held at the Council Chamber, St Richards House, Victoria Square, Droitwich Spa on Monday 16 January 2023 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 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. Town Council Meetings are recorded for monitoring purposes.

## **A G E N D A**

1. Apologies for absence
2. Declarations of Interest
3. To confirm as a correct record the Minutes of the Meeting of the Committee held on 7 November 2022 *[previously circulated]*.
4. Estimates 2023/2024 and Review of Charges - The Committee is invited to consider the Council's Estimates 2023/2024 for services, fees and charges within its remit *[report enclosed – nb required for Resources Committee meeting also]*
5. Christmas Lighting Arrangements- To confirm that 2022 represented the final year of the existing 5 year contract. Preliminary interest for procurement and renewal considerations has been received and noted from the existing Service Provider and one other as at December 2022. The arrangement is subject to procurement and options will be fully collated before commencing with the process. Further information will be updated later in the year and in good time for the 2023 Festive period. Initial Scope and consideration has been made in the draft presented estimates and budgets 2023/2024 for the Community & Amenities Committee *[for information]*.

6. Sunday Band Concerts Programme 2023- Work will commence shortly to collate a programme for the 2023 Season in line with the previous year and spanning the timescale May to September. Due to the additional Bank Holiday weekend over 6<sup>th</sup> - 8<sup>th</sup> May 2023 for the Coronation of King Charles III scope will be included to bring the programme forward to start from early May. As previously reported all arrangements are now made through the Town Council Office following the passing of the formerly appointed Promotions Agent during 2020. It is hoped to publicise the final programme by April this year. Consideration has been made in the draft presented estimates and budgets 2023/2024 for the Community & Amenities Committee [*For information*].
7. Droitwich Spa Uncovered, Heritage QR Codes Proposal – received from Councillor GR Brookes. To consider the attached proposal and initial pilot exercise for implementation covering up to 10 streets. The arrangement outlined aligns with the Heritage App now fully launched and the Tourism/ Visitor website [www.visitdroitwichspa.com](http://www.visitdroitwichspa.com) .Scope and consideration has been made in the draft presented estimates and budgets 2023/2024 for the Community & Amenities Committee [*Proposal attached*].
8. Proposals to extend the Operational Life of the Radio Room Exhibition with the expected closure of the Droitwich Spa Long Wave Transmitter. To consider the attached proposal document received from Councillor GR Brookes on 18 November 2022. Scope and consideration has been made in the draft presented estimated and budgets 2023/2024 for the Community & Amenities Committee [*Proposal attached*].
9. Community Memorial Bench for Covid 19 Pandemic- Pursuant to Draft Minute Reference 223 of the Meeting of Full Council which took place on 12 December 2022. Example design and costing information is attached of Memorial benches from a Public Sector supplier for review and consideration. A Press & Media article has been published on Friday 6<sup>th</sup> January 2023 to accord with the Full Council Resolution to invite public feedback as to a preferred location. This runs until 23<sup>rd</sup> January and it is also on the Town Council website as a news item. As of 9<sup>th</sup> January four responses have been received all preferring the St Richards House location. Final arrangements will then need to be made including location, installation, insurance, ongoing maintenance and a suitable Memorial Inscription/ Plaque. Scope and consideration has been made in the draft presented estimated and budgets 2023/2024 for the Community & Amenities Committee [*Example Supplier information attached*].
10. Request for Event Sponsorship Consideration 2023. A request dated 6<sup>th</sup> November 2022 has been received following the last Community & Amenities Committee Meeting from Mr Patrick Davis requesting consideration towards sponsorship opportunities for the 2023 Droitwich Spa Food & Drink Festival. In previous years Event Sponsorship consideration has been part of the Community & Amenities Grants Scheme provision. It is acknowledged that since the onset of the Covid 19 Pandemic in March 2020, sponsorship requests have markedly reduced which has been reflected in a reduction of the available grants budget. Scope and consideration has been made at this stage in the draft presented estimates and budgets 2023/2024 for the Community & Amenities Committee within Grants [*For information*].
11. WDC Droitwich In Bloom Project & Proposal - received from Wychavon District Council. The attached proposal covering static floral displays for the Town Centre, collaborative working themes for the Heritage Centre and craft workshops from Gemma Ranford – Wychavon District Council, Place Project Officer for Droitwich Spa has been received on 19<sup>th</sup> December 2022. Scope and consideration has been made in the draft

presented estimates and budgets 2023/2024 for the Community & Amenities Committee although this cannot meet the full requested amount at this time [*Proposal attached*].

12. Community Grants – To note the attached correspondence received from Worcestershire Homeless Appeal dated 19<sup>th</sup> December 2022. This is in connection with the Grant for the Community Pantry awarded in November [*for information*].
13. Worcestershire Farmers Market - To note the attached correspondence received from the WFMG Committee dated 11<sup>th</sup> November 2022. This was following the last Community & Amenities Committee Meeting held on 7<sup>th</sup> November 2022 [*for information*].
14. Charter Market – To update that discussions are proceeding with a suitable Operator to resurrect the Friday weekly Charter Market this spring. A further meeting takes place later this month to consider a formal business proposal. Thereafter the item will be scheduled for consideration by the Committee. Referencing and due diligence covering insurance liabilities, trading status and food hygiene compliance will all be taken forward as part of this process. Further updates to be provided in due course [*for information*].

**Distribution:**

All Members of the Community & Amenities Committee

Councillors: -

Mrs C Bowden (Chairman)

RJ Morris (Vice-Chairman)

EJ Bowden

DM Craigie

Mrs K Fellows

NR Griffiths

AH Laird

CM Murray

GA Duffy (Ex Officio)

Copy to All Other Town Councillors

Agenda for Information to:

County & District Councillors for Droitwich Spa, Subscribers, Press