

Droitwich Spa Town Council

St Richard's House
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Telephone: 01905 774258

15 June 2021

You are hereby summoned to a Meeting of Droitwich Spa Town Council to be held in the Community Hall, Heritage Way, Droitwich Spa, Worcestershire on Monday 21 June 2021 at 6.00pm.



Mark Keld
Town Clerk

PUBLIC SESSION

Members of the public are invited to attend the Council meeting. Time is set aside at 5.45pm before the start of the meeting to receive any questions about items on this agenda, or raise issues for future consideration. Notification of any requests 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 meeting. Due to ongoing Covid 19 Restrictions the numbers of attendees is limited because of space constraints. Public requests for attendance will be administered on a strictly first received basis until the restrictions have been fully relaxed. Persons wishing to attend should note that confirmation of Individual "Covid Status" may be required and full adherence to social distancing protocol still has to be maintained. Full details will be provided on receipt of any requests to attend.

AGENDA

1. Apologies
2. Declarations of interests
3. To confirm as a correct record the Minutes of the Meeting of Council held on 19 April 2021. Meeting held by the Zoom facility.[*enclosed*]
4. MAYOR'S ANNOUNCEMENTS.
5. POLICING IN DROITWICH SPA – Update to be provided from Sergeant Sarah Kent.
6. HIGH SCHOOL UPDATE- Where available to be provided from a summary report produced by the Head Boy & Head Girl. The report will be updated by the Town Clerk.

7. YOUTH COUNCIL UPDATE - To note that due to Covid 19 restrictions the next update covering the Youth Council activities is anticipated from September 2021. This has been agreed by Councillor RJ Morris and the High School Head Teacher. *[for information]*
8. To receive and consider the Minutes of the under-mentioned meetings:-
 1. Annual Council 4 May 2021 by Zoom. *[enclosed]*
 2. Planning Committee – 14 June 2021 *[to follow]*
 3. Community & Amenities Committee - 14 June 2021 *[to follow]*
 4. Resources Committee - 14 June 2021 *[to follow]*
9. To receive and approve the recommendations of the Resources Committee *[Minutes of the meeting held on 14 June 2021 refers]* pertinent to the Town Council's Annual Governance Statement made as part of the Annual Return report for year ended 31 March 2021.
10. To receive and approve the recommendations of the Resources Committee *[Minutes of the meeting held on 14 June 2021 refers]* pertinent to the Town Council's Accounts and Annual Return report for year ended 31 March 2021.
11. 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. Following sign off for the completed project on 8th December 2020 further details regarding the formal opening and Management Committee aspects have recently been received from the High School. These have been delayed by the National restrictions for Covid 19. The first Management Committee meeting is arranged for 9 July 2021 and the opening event takes place on 20 July 2021. Further details and invitations for the opening will be provided in due course.
 - (b) Edition Three – Stage Two Application (Full application, consultation & business plan) for the Droitwich Spa Augmented Reality Heritage Trail App, was submitted on 2 March 2021. The outcome was updated by WDC in early May as successful. Work has started on delivery of the project with the Heritage Team and Service Provider and is making excellent progress. The anticipated completion and full launch is anticipated in late August in time for the Bank Holiday weekend. Further updates will be provided in due course.
 - (c) Edition Three – Stage Two Application (Full application, consultation & business plan) for the Droitwich Spa Community Football Club Pavilion as part of the King George Playing Fields, Ground Fund Project was submitted on 3 March 2021. The outcome was updated by WDC in early May as successful. The project work is currently being aligned with the wider development scheme schedules. It is hoped to commence the programme of works during the summer once the various component aspects are fully coordinated. Further updates will be provided in due course.

12. WEST PROJECT AND BEYOND – PEDESTRIAN UNDERPASS IMPROVEMENTS

To note that a further Project Reference Group Meeting took place on 28 April 2021. The attached press article was provided by Mr Peter Rose, Director of Tiller Research commissioned by Wychavon District Council. These arrangements include the three underpasses funded by the Town Council. The article will be published in the Wychavon Residents Magazine during late July and will feature illustrations of the existing underpass condition and images showing the improvements made from the similar Redditch public realm project. An associated feature in the publication will be an article about the linked DAFFY mural project [*for information*].

13. NEIGHBOURHOOD PLAN OPTIONS

To receive the attached report and an update from Councillor GR Brookes in his capacity as the Town Council nominated representative for communication and liaison with the Droitwich Spa Neighbourhood Plan Group [*for information*].

14. TOWN COUNCIL – CONSIDERATION FOR A THREE YEAR ROLLING PLAN.

To include strategic priorities, projects and fiscal provision. The NALC Model standing orders adopted in 2020 recommend that a formal rolling plan is agreed and reviewed at regular intervals. Pursuant to minute reference 298 of the meeting of Full Council that took place on 19 April 2021 it is suggested that further consideration is deferred for Full Council in either September or December. This is for the reason of the ongoing restrictions for Covid 19 and associated fiscal impact. Also the Neighbourhood Plan options (see previous item on Agenda) require further informed consideration as outlined in the associated report [*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. COMMITTEE MEETING ARRANGEMENTS AND ONGOING RESTRICTIONS

Due to the pandemic and some restrictions being maintained consideration is suggested to enable some Committee Meetings to continue to operate using the Zoom facility. This would need to accord with the necessary legislation which in some cases can prohibit the virtual format due to the designation of a physical place for meetings. There are exceptions, notably some working Committees and Groups. The following considerations are put forward,

- Delegation of options for the three Standing Committees to the Mayor & the Leader to make arrangements through the Town Clerk and the Committee Chairman's.
- Full Council and the Annual Meetings would remain unchanged as actual physical meetings.
- Due Diligence and maintaining safety are fulfilled in line with the Government Advice and any further emerging guidance for Covid 19.
- The Community Hall building would be more available to hirers in order to maintain the valuable income stream to best effect. Less additional costs and time would be incurred from having to reconfigure and layout the building rather than for all meetings.

18. To consider the exclusion of the Public and Press by passing the following motion:

That the press and public be now excluded from the meeting under the provision of the Public Bodies (Admission to Meetings) Act 1960 by virtue of the confidential nature of the business about to be transacted which involves financial and legal matters.

19. LAND HOLDING – KIDDERMINSTER ROAD- **CONFIDENTIAL**

Pursuant to Minute reference 294 of the meeting of Full Council on 19 April 2021 a purchase non-binding offer has been received on and dated 21st May 2021. The offer has been received through the Agent acting for the interested Company. *[Offer letter and report attached for consideration].*

20. ACCOUNTS FOR PAYMENT *[details attached]*

Distribution:

All Members of the Town Council

Agenda for Information to:

County & District Councillors for Droitwich Spa

Subscribers, Press