

Droitwich Spa Town Council

St Richard's House
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Telephone: 01905 774258

19 January 2021

You are hereby summoned to a Meeting of Droitwich Spa Town Council to be held using the Zoom Virtual Meeting facility on Monday 25 January 2021 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 14 December 2020. Meeting held by the Zoom facility.[*enclosed*]
4. Mayor's Announcements.
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 note that the High School operation is currently reduced due to the third lock down. A further update will be provided from a summary report produced by the Head Boy & Head Girl in due course when restrictions are lifted.

7. Youth Council Update - To note that the High School operation & Youth Council is currently reduced due to the third lock down. A further update will be provided from the Youth Council when their activities can fully resume and restrictions are lifted.
8. To receive and consider the Minutes of the under-mentioned meetings:-
 - Planning Committee – 11 January 2021 by Zoom. *[attached]*
 - Community & Amenities Committee - 11 January 2021 by Zoom. *[attached]*
 - Resources Committee – 11 January 2021 by Zoom. *[attached]*

9. COUNCIL ESTIMATES & RECEIPT 2021/2022

Full Report previously attached with Agendas for Community & Amenities Committee and Resources Committee on 11 January 2021. *[for information]*

To receive and consider:

- a) The recommendations of the Community and Amenities Committee upon the estimates pertinent to budgets within the control of that Committee *[see Minute No 202 of Community and Amenities Committee 11 January 2021]*
- b) The recommendations of the Resources Committee for the setting of estimates for the financial year 1 April 2021 to 31 March 2022 and to set the precept request *[see Minute No's 207 & 208 of Resources Committee 11 January 2021]*

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 was completed on 8 December 2020. Arrangements for the formal opening and Management Committee aspect thereafter will follow in due course and when lock down restrictions permit.
- (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. Public Consultation work and preparation of the full application (stage two) is in course towards the submission deadline of 5th March 2021.
- (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. Public Consultation work and preparation of the full application (stage two) is in course towards the submission deadline of 5th March 2021.
- (d) For the above points (b) and (c) Elected Members are encouraged to consider production of individual statements of support for both applications. This is pursuant to minute reference 144 of Full Council on 26 October 2020 resolving to proceed with the two Community Legacy applications for Edition 3. Members support was considered an important factor as part of the Consultation Workshop provided by WDC on 13 January 2021 at which the Town Clerk, Heritage Managers and a representative of the Droitwich Spa Community Football Club attended. Statements of support should be submitted by email to the Town Clerk for incorporation with the aforementioned full applications.

11. NEIGHBOURHOOD PLAN OPTIONS – To receive the following,

- (a) Pursuant to Minute reference 186 of Full Council held on 14 December 2020 to note the following.
- Wychavon District Council have kindly extended an invitation to Elected Members of Town & Parish Councils to receive training on planning matters. The first session is arranged for 26 April 2021.
 - Wychavon District Council have kindly offered to support further consideration of options and progress towards a Neighbourhood Plan project. A second collaborative Zoom forum has been suggested for dates in April 2021 to be facilitated in the same format as the first meeting that took place on 13 October 2020. Further details to be provided in due course.
 - Thereafter consideration by Council to accord with the resolution of 14 December 2020 (Full Council Minute reference 186) for the formation of a working group of Councillors and related arrangements. This should include relevant terms of reference, Membership, a schedule for meetings, communications protocol and any political balance requirements where appropriate.
- (b) 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.

12. COUNTY COUNCIL MATTERS-

- (a) To receive reports on County Council matters *[if appropriate]*
- (b) To receive an update on the proposed tree planting initiative for Town Council land holdings originally updated as part of Full Council 14 December 2020- (Minute Reference 185). Funding to be covered through a Divisional Fund Award being considered by Councillor GR Brookes.
- (c) To receive an update on lighting improvements for the Community Hall. Funding to be covered through a Divisional Fund Award being considered by Councillor GR Brookes.

13. DISTRICT COUNCIL MATTERS – To receive reports on District Council matters *[if appropriate]*

14. ACCOUNTS FOR PAYMENT *[details attached]*

Distribution:

All Members of the Town Council

Agenda for Information to:

County & District Councillors for Droitwich Spa
Subscribers, Press

