

Droitwich Spa Town Council

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

22 February 2022

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You are hereby summoned to attend a meeting of the **COMMUNITY AND AMENITIES COMMITTEE** to be held in the Community Hall, Heritage Way, Droitwich Spa, Worcestershire, on Monday 28 February 2022 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.

A G E N D A

1. Apologies for absence
2. Declarations of Interest
3. To confirm the Minutes of the meeting of the Community & Amenities Committee held on 17 January 2022 [*previously circulated*]
4. Bands in the Park Programme – It is anticipated that a full programme of band concerts will resume again for the summer of 2022. The proposed dates are currently 15 May 2022 – 4 September 2022. To confirm that the draft programme is largely completed and details will be ready for publicity in early April [*information only*]
5. Community & Amenities Grants 2022/2023- To confirm that a grant application has recently been received from the St Richards Canal Festival Organising Committee for their Event which takes place this year from 29 April until 2 May. To enable the grant to be considered from the start of the new Municipal Period and to meet the event timescales, an additional Appraisal Panel Meeting has been arranged by Zoom for 4 April and an extra Community & Amenities Committee meeting on 11th April for the recommendations arising. Details of the Festival are available through the following website link www.strichardsfestival.co.uk [*information only*]

6. Town Meeting 2022. Following previous notification the Annual Town Meeting arrangements have been deferred until May. This is in consideration of various factors including that no Town Meeting has been able to take place during 2020 or 2021 and the ongoing emergence from Covid 19 restrictions. To accord with protocol the Town Meeting will take place at 6.00pm on Monday 9th May 2022 at the Community Hall. There will be a short break after the meeting prior to commencement of the Annual Council /AGM / Mayor making meeting, anticipated to start at 7.15pm. The schedule of meetings is being duly updated and the requisite agendas will follow nearer to the time. There will be no formal reception after the Annual Council meeting this year due to the capacity of both arrangements being coordinated on the same evening this year *[information only]*

7. Platinum Jubilee Celebrations. The arrangements for the Community Event scheduled for Saturday 4 June 2022 are progressing well. The draft entertainment programme including schools, choirs, performing arts and commissioned artists is now taking shape. It is anticipated that the final version will be ready for publication to start April. The delegated Steering Committee next meet on 2 March and a full report will be provided at the additional scheduled Community & Amenities Meeting on 11th April 2022 *[information only]*

8. Platinum Jubilee Beacon - Following previous updates arrangements have now been confirmed with Dodderhill Church and the Town Crier for an illuminated beacon as part of the National Network to mark the Queens Platinum Jubilee at 9.45pm on Thursday 2 June 2022. The Royal British Legion (Droitwich Spa) branch have generously offered to finance and provide the arrangements for a piper accompaniment for the Beacon.

Full details have previously been provided using the following link, on the Beacon lighting and page 11 shows the beacon we are looking to purchase *[information only]*

[The-Queens-Platinum-Jubilee-Beacons-Guide.pdf \(slcc.co.uk\)](https://www.slcc.co.uk/The-Queens-Platinum-Jubilee-Beacons-Guide.pdf)

9. Platinum Jubilee Planting – Following previous updates the following estimate options have been obtained from the Town Council contractors for Spring Meadow. Consideration of the preferred options is now required promptly in order to enable timescales to be coordinated with the Jubilee dates in June. To confirm that Councillor GR Brookes has generously allocated a value of £7,220.00 from his County Divisional Funding 2021/2022 for consideration towards this project and the emerging proposals for second floor office space at St Richards House. This funding value has been received on 8 February and is currently held as a miscellaneous pending value, prior to full alignment within the Town Council budgets, project finances and a decision towards the split for allocation of the two purposes.

Spring Meadow Planting Estimate – Three options with the inclusion of two ornamental trees to incorporate the Queens Green Canopy initiative.

- (a) 2x triangular single layer railway sleeper beds approximately 6m² each next to the path at the entrance to the park on opposite the care home (Mulberry Tree Hill). £3760 +VAT
- (b) Install 1x flower bed approximately 9m² into area next to park entrance (Off Primsland Way) reshaping bund area to incorporate bed. £3340 +VAT
- (c) Install Half Moon flower bed to grassed area adjacent to road (Off Primsland Way) as discussed approximately 9m². £2700 + VAT.

In addition,

Spring Meadow/ Door Step Green – Replacement signage and fixings for the three main entrance aspects incorporating the Town Council Crest and the Official Platinum Jubilee 2022 Motif = approximately £1500.00 + VAT.

10. Arboreal Works – Copcut Park and Spring Meadow. To confirm that various arboreal works affecting neighbouring property boundary walls and gardens adjacent Spring Meadow (Arkle Road) and Copcut Park (Wye Close) instructed in November 2021 have been completed on 12 February 2022 *[information only]*

11. Allotment Association Meeting - To confirm that a meeting took place on 14 February 2022 between representatives of the Droitwich Spa Allotment Association branch and Town Council Officers. Various agenda items pertinent to the allotment sites and tenancies were discussed including the following points *[information only]*.

- (a) Suggested updating and a review of the general DSTC Terms and Conditions of Tenancy for the allotment sites. This will be given further consideration towards a draft amended version being presented at a forthcoming Community & Amenities Committee meeting later in the year.
- (b) Notification of the changes to the tenancy rental tariff to accord with the estimates, budgets and precept setting from January 2022 (effective April 2022).
- (c) Maintaining the arrangement whereby the Association subscriptions are collected as part of the annual tenancy invoicing by the Town Council. This helps the Association and fully accords with GDPR principles in safeguarding tenants personal contact details.

12. Community Public Access Defibrillators (CPAD's) – To advise that a request has been received through email dated 17 February 2022 by the Town Council from Mr Peter Richards. The enquiry requests consideration in principle towards whether the Town Council will adopt the current provision of approximately 50 operational CPAD's throughout Droitwich Spa. An acknowledgement has been sent to Mr Richards with an accompanying request for further information. Full details are required in order to make further informed consideration covering the following points. Further updates will be provided following receipt of the requested information *[information only]*.

- (a) Location specifics including land ownership status.
- (b) Insurable asset value which will need to be considered by the Insurance provider.
- (c) Existing and future maintenance and inspection regime standards, including costs in order to maintain full operational support of the CPAD's in place.
- (d) Any comparison and/or precedent arrangements with other Towns and Parishes for similar proposals.
- (e) Scope for any wider stakeholder and Community involvement or collaboration including within the Health and Emergency Service Sectors.

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)

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Agenda for Information to:

County & District Councillors for Droitwich Spa, Subscribers, Press