

# Droitwich Spa Town Council

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

27 June 2017

Telephone: 01905 774258  
[www.droitwichspa.gov.uk](http://www.droitwichspa.gov.uk)

You are hereby summoned to attend a meeting of the **COMMUNITY AND AMENITIES COMMITTEE** to be held in the Council Chamber, St Richard's House, Victoria Square, Droitwich Spa, WR9 8DS on Monday 3 July 2017 at 6.15pm or at the close of the meeting of the Planning Committee if later.



Pam Craney  
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.

## AGENDA

1. Apologies for absence
2. Declarations of Interest
3. To confirm the Minutes of the meeting of the Community & Amenities Committee held on 5 June 2017 [*circulated previously*]
4. To receive and consider the recommendations of the Grants Appraisal Committee meeting held on 12 June 2017 [*schedule attached*]
5. Droitwich Spa Arterial Roads Entrance Signs - At the request of Councillor Ms Bolton and pursuant to Minute No 27 of the Community and Amenities Committee meeting dated 1<sup>st</sup> June 2015, Minute No 73 meeting dated 6<sup>th</sup> July 2015 and Minute No 25 of the meeting on 5<sup>th</sup> June 2017 [*original and updated reports attached*]
6. CCTV Proposal for Heritage Centre at St Richard's House, Copcut Park and other remote site locations. Pursuant to Minute No 76 of the Committee meeting held on 6 July 2015 approval has been given for the installation of CCTV cameras at the allotment sites as requested by the Droitwich Allotments Association. The opportunity has also been taken to obtain a quotation to cover the internal Tourist Information Centre reception at St Richards House which would provide an additional element of protection in the public area covering personal safety, cash and stock levels and the museum artefacts. The

costing details are summarised on the attached sheet. A survey and full specification has been completed on 11<sup>th</sup> April 2017 by a local specialist. A bespoke mains power operated system has been proposed for the Copcut Park compound, including some flood lighting provision, which also will benefit the accessibility of the events equipment which currently is dependent upon daylight usage. This site is considered the most high risk location due to the storage facilities and regular use, including events and lengthsman equipment. Similarly this compound has been targeted by criminals in the past on several occasions. A power feed will be required and options are currently being investigated with Western Power. Options for similar specification battery powered CCTV units are being considered for the future in the more remote Westwood and Chawson Lane allotment sites which would combat thefts and fly tipping.

*Recommended: That the installation of CCTV cameras at Copcut Park and within the Heritage Centre at St Richard's House be approved, with additional quotations being sought as necessary and the scheme extended to other sites upon the submission of a report to the committee for approval as and when deemed appropriate.*

7. Events Equipment – Following amalgamation of the Wychavon and Town Council stocks of events equipment at the beginning of this year the demand from hirers including many community groups and institutions has been considerable. This is especially so during the period from Easter to the end of September for seasonal outdoor events and functions. Some of the equipment is quite old and in need of repair or replacement. The suggestion is made for a sum to be considered on an annual basis as a component part of the estimates for the Financial Year. This would enable an ongoing phased repair and replacement programme. By way of example and subject to final estimates £2000 per annum would source approximately 2 or 3 new large outdoor gazebos and allow some essential maintenance care. This would enable greater longevity of the stock and for the community support provision to be continued. The objective is to maintain 20 serviceable gazebos available for use in keeping with current arrangements and demand levels. During 2017 to date 5 gazebos have regrettably been damaged beyond economic repair which has reduced the issuable stock to 20.
  
8. Alzheimer's Society reservations at the Community Hall – written confirmation has been received that the regular day centre hire arrangements are to cease owing to relocation of the facility, with the final meeting centre hire date at the Community Hall being 7<sup>th</sup> July 2017. *[for information only]*

**Distribution:**

All Members of the Community & Amenities Committee

Councillors: -

Mrs S Harris (Chairman)	G Duffy
S Best (Ex-officio)	A Humphries
A Sinton (Vice-Chairman)	A H Laird
Ms J H Bolton	Mrs K Tomalin
Mrs C Bowden	

Copy to All Other Town Councillors

Agenda for Information to:

County & District Councillors for Droitwich Spa, Subscribers, Press