

Droitwich Spa Town Council

MINUTES of the meeting of the COMMUNITY AND AMENITIES COMMITTEE held in the Council Chamber at St Richard's House, Victoria Square, Droitwich Spa on Monday 9 November 2015 at 6.31pm.

PRESENT: Councillor A M Sinton (Chairman)
Councillor R G Beale (Ex-officio)
Councillor Ms J H Bolton
Councillor Mrs C Bowden
Councillor Mrs S Harris
Councillor A Humphries
Councillor A H Laird

ALSO PRESENT: Councillors G R Brookes, Mrs M A Lawley, R J Morris, T J Noyes and A Roberts.

APOLOGIES FOR ABSENCE – Councillors S Best and Mrs Hawkins (committee members) and Councillors R J Murphy and Mrs A Tomalin.

154. CHAIRMAN'S ANNOUNCEMENT

The Chairman thanked all who had been involved in Remembrance Day, it had been very moving and the numbers and ages of those observing the Act of Remembrance reflected well upon the town.

In response to a question from Councillor T J Noyes, the Town Clerk confirmed that there was to be a review of the arrangements but in the meantime she had requested that additional hymns be included in the service sheets to accommodate flexibility into the proceedings.

155. DECLARATIONS OF INTERESTS

There were none.

156. MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 14 SEPTEMBER 2015

RESOLVED That the Minutes of the Meeting of the Committee held on 14 September 2015 be confirmed as a correct record and signed by the Chairman.

157. GRANTS APPRAISAL PANEL - GRANTS

The Chairman referred to the schedule of proposed Grant awards recommended by the Grants Appraisal Panel from the Meeting on Monday 2 November 2015.

The Chairman advised that this meeting the recommendation was to retain the Grants and Sponsorship budget at £9,000 however the suggestion within the Estimates was to reduce this to £6,000 (see Minute No 157 below)

It was noted that the remaining fund available was £150.00 and that the next Grants Appraisal Panel Meeting was scheduled for Monday 4th January 2016.

RESOLVED 1. That a grant of £500 be made to King George V Community Interest Company towards the purchase of replacement second-hand furniture for the Sports Pavilion.

RECOMMENDED 2. That with regard to the operation of and budget for the Grants Appraisal Panel, these be as set out in Minute 158 (2) and (3) below.

158. ESTIMATES 2016/2017 AND REVIEW OF CHARGES

The Committee considered the Council’s Estimates 2016/2017 for services, fees and charges within its remit. It was noted that the Committee was invited to make recommendations thereon for consideration by Resources Committee at its meeting on 7 December 2015 and thereafter by Council on 14 December 2015. The report had been reviewed by the Leader of the Council, Chairmen and Vice-Chairmen of the Council’s Standing Committees

The Town Clerk advised upon the fees and charges applicable, also the income and expenditure details. Reference was also made to the summary of the questionnaires sent out to the major organisers of festivals and events in the town.

During the debate the following matters were considered:

- retention of the Band Concerts budget at £5,000 to maintain the season;
- the lack of financial details with the questionnaires;
- the ‘pump-priming’ of festivals and events and that the requests for financial assistance total £12,950 which equated to just under a 4.4% increase on the precept requirement (1% equating to @ £3,000 in income).
- a reduction in the Grants Appraisal budget

RECOMMENDED 1. That as from 1 April 2016 the Council’s Fees and Charges be set as follows:

<u>ALLOTMENT RENTAL</u>		
£5 Reduction for senior citizens or registered disabled who are Allotment Plot tenants		
Chawson Lane	£33	
Copcut Park	£33	
Westwood Lodge	£33	£22 for a half-plot with full discount applicable
Vines Lane	£22	Nb no water

COMMUNITY HALL HIRE OF ROOM		
20% Discount for Registered Charities		
Main Hall	£20 per hour	£150 full day (inc evening)
John Corbett Room	£15 per hour	£90 full day (inc evening)
Small Meeting Room	£10 per hour	£60 full day (inc evening)
ST RICHARD'S HOUSE HIRE OF CHAMBER		
20% Discount for Registered Charities		
Council Chamber	£25 per hour	£150 full day (inc evening)
Council Chamber - Weddings	£100 flat rate payable in advance	

2. That the 2016/17 budget for Band Concerts be set at £5,000 to enable the current arrangements for the season to be retained.
3. That the 2016/17 Grants Budget for the Grants Appraisal Panel be set at £6,000.
4. That the Grants Appraisal Panel operates to a maximum award of £500 with £1,000 awarded only in very exceptional circumstances. Requests for other financial assistance to be directed to the Resources Committee for consideration.
5. That the requests for financial assistance as reported in the Questionnaire Summary be not supported with the exception of DANS as this is not considered to be a major festival being solely applicable to the promotion of the Arts and therefore this could be supported via the Grants Appraisal Panel process. The Town Council has granted financial assistance to a number of Events and Festivals in the past and it is now considered that such events and festivals should be self-financing.

159. DROITWICH ARTS NETWORK [DAN]

At the request of Mr Peter Hawkins, Chairman of Droitwich Arts Network (DAN) the Committee reviewed the plans of DAN for 2016 which were circulated at the meeting.

The Committee noted that with regard to the DAN projects, these were not precluded from requesting financial support from the Grants Appraisal Panel. Also that with reference to the donation of a figurative artwork from Mr Hazzard, the recommendation from the Community & Amenities Committee has not been supported by Council at its meeting on 28 September 2015.

160. CHRISTMAS LIGHTS SWITCH-ON EVENT – 28 NOVEMBER 2015-11-04

Pursuant to Minute No's 220 and 221 of the meeting of the Committee held on 12th January 2015 and Minute No 80 of the meeting held on 6th July 2015 the programme of activities and entertainment for the day had now been confirmed. The Committee noted with appreciation the additional input of Councillor Best and Mrs Janet Yates – Wychavon District Council.

161. CHRISTMAS MARKET – PROPOSAL FROM CHARTER MARKET OPERATOR

Pursuant to Minute No 104 of the meeting of the Committee held on 14th September 2015 the Market Operator had been unable to commit to the original authorised trading dates of Monday 7 December to Sunday 13 December inclusively and Tuesday 22 December to Thursday 24 December inclusively. Subsequently and with the intervention of Councillor G R Brookes confirmation was received for the sole trading dates of 8 December until 13 December inclusive. A press release would be issued once full details including anticipated trading hours, the mix of stalls and goods available including any special features and any planned entertainment components had been received.

162. ASSET SPONSORSHIP SCHEME – IMMEDIATE SOLUTIONS

Pursuant to Minute No 102 of the meeting of the Committee held on 14th September 2015 the matter had progressed and a draft contract was being reviewed.

Following the presentation to the Committee made on 14th September 2015 Mr Evans confirmed that in principle the Town Council would be able to make use of signs for promoting Town Events in any period when they were not occupied by Sponsor and that the Company maintained an ethical and responsible governance policy with regard to all sponsors and advertising content.

RESOLVED That the report be noted.

163. ALLOTMENT TENANCY AGREEMENTS – TERMS AND CONDITIONS

The committee considered an amendment clause(s) for inclusion as part of the existing terms and conditions relating to Allotment Tenancy Agreements.

This amendment was necessary to prohibit specifically the practice of bringing old carpeting and floor underlay on to the plots as a measure to help suppress weeds growth and similarly the use of old tyres as weights to anchor the carpeting or plastic sheets. Problems had been encountered whereby the materials and dye content contaminated the soil and also landfill restrictions made removal and disposal of such discarded items very difficult.

The Committee noted that the accumulation of the aforementioned items at the Westwood Lodge site probably necessitated specialist disposal at cost to the Town Council.

Reference to the prohibition of importing any waste materials to be disposed on any of the Allotment Sites eg asbestos sheeting, old fridges, domestic appliances and domestic garden rubbish should also be made.

- RESOLVED That the Terms and Conditions relating to Allotment Tenancy Agreements be amended to prohibit the import onto any of the Allotment sites the following items:
- carpeting and floor underlay
 - tyres
 - waste materials intended to be disposed of such as asbestos sheeting, old fridges, domestic appliances and domestic garden rubbish.

The meeting concluded at 7.10pm

Chairman of Committee

18 January 2016

Chairman of Council

14 December 2015