

Droitwich Spa Town Council

MINUTES of the meeting of Droitwich Spa Town Council held in the Council Chamber, St. Richard's House, Victoria Square, Droitwich Spa on **Monday 22 June 2015**, at 6.00pm.

PRESENT: Councillor R G Beale (Mayor)
Councillor S Best
Councillor Mrs J Bolton
Councillor G R Brookes
Councillor L Evans
Councillor Mrs S Harris
Councillor Mrs A Hawkins
Councillor A Humphries
Councillor S Laird
Councillor Mrs M A Lawley
Councillor R J Morris
Councillor R E Murphy
Councillor T J Noyes
Councillor Mrs C Powell
Councillor A Roberts
Councillor A M Sinton

APOLOGIES for absence: Councillor Mrs C Bowden

PUBLIC QUESTIONS SESSION

– Mr Rod Hopkins, 1 Park Way, WR9 9HE

“1. When do the majority Group propose to call the By-Election for East Ward or are they awaiting a third party to do this? 2. What is the Town Council doing to generate action by Wychavon Council Officers on the Brine Bath project as I understand they are inactive at present?”

In response to Question 1 the Town Clerk advised that the due process was underway and Mr Hopkins noted the Notice of Vacancy.

In response to Question 2 the Chairman referred to the need for private investment and Councillor T J Noyes stated that *“this Town Council is committed to supporting a solution on the Brine Baths that sees a facility reopening that will help our tourism and offer our unique brine for bathing and therapeutic services. We are aware that Wychavon have ring fenced £200k from the broken contract with BMI and we also accept that Wychavon can only act as a facilitator and support as a Brine Baths facility will cost millions. Presently we know of at least one interested party who has put a Business Plan together and is now looking to carry out a feasibility assessment. Over the coming weeks we will look to see if the Town Council wishes to and is able to support this.”*

- Ms Samantha Cox, 29 The Holloway, WR9 8HA
“Could I ask you to consider making changes to the parking on The Holloway and making changes to this road to increase the safety of the vulnerable residents and children who use this road? Ms Cox also circulated a detailed report which included reference to specific residents and put forward possible solutions for consideration.

Councillor G R Brookes advised that this matter was not within the remit of the Town Council, traffic orders were made by Worcestershire County Council and on-street parking enforcement was a matter of Wychavon District Council. He asked Ms Cox to contact him after the meeting to discuss the matter further. Councillor A M Sinton agreed with Ms Cox regarding the traffic situation and Councillor T J Noyes advised that he had been appointed by Wychavon District Council as a representative on Fortis Living and would raise these concerns.

[See also Minute Nos 49 and 58(1)(c) below.]

- Mrs H Best, 7 Westmead Close, WR9 9LG
“I write with regard to my concerns with the pavement beside North Street Industrial Estate along Ombersley Way. I am a registered disabled person and regularly make this walk to get my shopping from Morrisons. Over the past two years I have fallen three times, the first in August 2013 causing me to have two cracked ribs and unable to go to work for two weeks. The second time later that year I had two grazed knees and ruined shopping. The most recent fall was on 16 May 2015 which I am still suffering with my injuries. My face and my big toe on my right foot took the brunt of my fall, I severely grazed my nose and upper lip I also thought my nose was broken, my glasses were smashed leaving my face swollen and bruised. My toe is broken and I was unable to get to work for ten days. This very uneven pathway should be looked into I worry not only for myself but there must be other members of the public that may have experienced the same problem. To an unsuspecting person who is disabled, elderly or partially sighted they would be directed from the station onto this pavement to get into our lovely town of Droitwich Spa, not a very good impression would be received if the person fell. Your action and comments I look forward to receiving.”

The Chairman advised that this matter would be reported to Worcestershire County Council, the Highways Authority, for attention.

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44 DECLARATIONS OF INTERESTS

There were none.

45 MINUTES OF THE MEETING OF COUNCIL HELD ON 27 APRIL 2015

RESOLVED That the Minutes of the Meeting of Council held on 27 April 2015 be confirmed as a correct record and signed by the Chairman.

46 MINUTES OF THE ANNUAL MEETING OF COUNCIL HELD ON 18 MAY 2015

RESOLVED That the Minutes of the Annual Meeting of Council held on 18 May 2015 be confirmed as a correct record and signed by the Chairman.

47 NOTIFICATION OF VACANCY

RESOLVED That the information be noted.

48 MAYOR'S ANNOUNCEMENTS

Councillor R G Beale reported upon the many and varied events he had attended in his role as Mayor. The most notable was the funeral of the late Councillor Mrs G Noyes who was sadly missed. The occasion had been both sombre and joyful.

He also advised:

- A 'Get Well Soon' card was in circulation at the meeting, ex-Councillor Mrs E A Taft having been hospitalised recently.
- Band Concerts – there were still dates not covered for 'Meet & Greet'.
- Civic Service – Provisional date was the morning service at St Andrew's on Sunday 27 September 2015.
- Training Sessions at Wychavon District Council:
 - o Planning - Tuesday 30 June 6 – 8 pm
 - o Standards – Monday 20 July at 7pm, repeated 28 July at 7pm

He thanked Patrick Davis and his team for the very successful Food & Drink Festival and reminded those present of the 800th Anniversary of the signing of the Droitwich Charter, Councillor G R Brookes having circulated a leaflet upon this event prior to the meeting.

49 TO RECEIVE A BRIEF UPDATE ON POLICING IN DROITWICH SPA

The Chairman welcomed Sergeant Sarah Kent to the meeting. Sergeant Kent reported and answered questions upon burglary and thefts, including:

- Thefts from vehicles
 - o such thefts were still occurring, in many cases vehicles were left unlocked. The advice was to lock cars and to remove all valuables.
- Thefts from stores/shoplifting
 - o these were mostly drug-related offences and involved @ 15 main offenders who were readily identified via CCTV.
- Burglary from dwellings
 - o Two had taken place, one in Arkle Road when a quantity of jewellery had been stolen, the other was a property on Westlands which had taken place during the daytime when the door of the property had been left open.
- Burglary from non-dwellings (sheds and garages)
 - o Three had taken place and the advice was to keep sheds and garages locked.

Other matters reported included:

- Revamp of the Force’s website which was much improved and included and entire section on crime prevention and gave details of the Safer Neighbourhood Teams.
- There were increased patrols around the town’s public parks and any incidents should be reported.
- A presence at the local fetes was helping to break down barriers between the public and Police.
- A 'Free Cycle Marking' event had been held at Droitwich Leisure Centre on 30 May 2015 involving members of the Droitwich West Safer Neighbourhood Team and members of the South Worcestershire Police Cadets. Cycles were marked using a unique and sophisticated chemical marking product funded via the Wychavon Community Safety Partnership and another event was planned during the summer months.
- School patrols were taking place on a regular but random basis to address the problem of anti-social parking outside of schools during pupil drop-off and collection times. Parking on the yellow ‘zig-zag’ lines was now an enforceable offence
- Steps being taken by the Safer Roads Partnership to address traffic issues at The Holloway [*see Public Questions above*] which was a ‘Community Concern’ site.

In response to questions from individual councillors, it was noted that:

- The recent vandalism to St Richard’s Statue in Vines Park was not witnessed and therefore unable to be detected. Patrols had been increased in the public parks.
- The operation of Vehicle Activated Signs (VAS) was based on location assessments undertaken by Worcestershire County Council. The Town Council had three VASs.
- West Mercia Constabulary would be in attendance at the parade and wreath-laying for Remembrance Sunday and although historically had operated the road closure order this was no longer feasible given the staffing levels and proliferation of events throughout the towns and villages covered. Traffic cones were set out and barriers were available from several sources. Councillor A H Laird confirmed that arrangements were well in hand for the 2015 Remembrance Sunday.

The Chairman thanked Sergeant Kent for her report.

50 HIGH SCHOOL – UPDATE FROM HEAD GIRL AND HEAD BOY

Donald Pickworth Head Boy attended and submitted apologies for absence on behalf of Allie Wilson Head Girl and Charlotte Hesk the Deputy Head Girl who were attending University Open Days.

Donald advised upon:

- the current round of GCSE and ‘A’ level examinations for the Year Levels;
- Sports Days and the Annual Awards Evening which was to take place at the School (previously having been held at the Chateau Impney);
- 10th Anniversary of the school’s international links with its partner school in Ngobit, Kenya.
- Annual Charities Week, each year the Sixth Form council chose a local, national and international charity to benefit from the money raised during Charities’ Week, the international charity usually being the partner school in Ngobit, Kenya.
- Community involvement was being reviewed to enable stronger links, this included with the Youth Council and the Youth Action Group. Suggestions were welcomed.

The Chairman thanked Donald for his eloquent and informative report.

51 YOUTH COUNCIL – UPDATE FROM YOUTH COUNCILLORS

The Chairman welcomed Katie Bowen to the meeting. Katie reported upon the recent projects in hand for the Youth Council, including:

- Stronger links with the High School.
- Involvement with other clubs and organisations such as Scouts and Brownies.
- The ‘waiter service’ event at the Bands in the Park concert on Sunday 21 June had been very well-received, the aim of which had been to assist with the intergenerational aims of the Youth Council.
- Launch at Salt Fest with the emphasis being on treats such as cupcakes rather than merchandise.
- Work undertaken with the assistance of Councillor R J Morris at Westacre and Witton on democracy and elections, Westacre representatives now attending meeting of the Youth Council, Witton School currently in the middle of the election process.
- It was still hoped that discussions with Norbury Theatre would result in the setting up of a Youth Cinema with films screened applicable to teenagers and younger.
- An increase in communications in general to promote the Youth Council.

Councillor R E Murphy advised that he had attended the Band Concert and the Waiter Service provided had been excellent and he hoped that this could be provided for every concert. Katie advised that the provisional date of 19 July had been set for a repeat of this service. It was hoped that similar service could be provided for other community events and this was being reviewed by the Youth Council.

The Chairman and individual Councillors thanked Katie for her very enthusiastic, informative and well-delivered report.

Councillor R J Morris expanded upon the democracy and elections process and advised that the elections at Witton Middle School would be taking place on 1 July 2015.

52 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 1 JUNE 2015

RESOLVED That the Minutes of the Meeting of the Planning Committee held on 1 June 2015 be approved and adopted.

53 MINUTES OF THE COMMUNITY & AMENITIES COMMITTEE MEETING HELD ON 1 JUNE 2015

RESOLVED That the Minutes of the Meeting of the Community & Amenities Committee held on 1 June 2015 be approved and adopted.

54 MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON 1 JUNE 2015

RESOLVED That the Minutes of the Meeting of the Resources Committee held on 1 June 2015 be approved and adopted, save for Minute Nos 38 and 39, which were to be dealt with as a separate item [see Minute No 55 below].

55 TO RECEIVE AND APPROVE TOWN COUNCIL'S ACCOUNTS AND ANNUAL RETURN REPORT FOR YEAR ENDED 31 MARCH 2015

As recommended by Resources Committee at its meeting on 1 June 2015 (Minutes 38 and 39 refer), Council considered the approval of the following:-

- a) The Town Council's accounts for the year ended 31 March 2015; and
- b) The Annual Return report and Annual Governance Statement for the year ended 31 March 2015.

RESOLVED That the accounts for the year ended 31 March 2015, together with the Annual Return Report and Annual Governance Statement for the year ended 31 March 2015, be accepted and approved.

56 REPRESENTATION ON OUTSIDE BODIES – COVENTRY HOMES

Council noted the current vacancy on the aforementioned organisation and that Mrs Pam Davey has advised that she would be happy to represent the Town Council on this body.

It was proposed by Councillor T J Noyes, seconded by Councillor G R Brookes and

RESOLVED That Mrs Pam Davey represents the Town Council on Coventry Homes for a period of one month and in the meantime any Town Councillor interested in representation should contact Councillor Noyes, Leader.

57 CIVIC REGALIA – MAYOR’S ROBES

Council was advised that the Mayor’s Robe sustained an ‘L’ shaped tear 9”x4” at some point either during St Richard’s Festival or just prior to Annual Council meeting. Initial investigations intimated that an invisible mend was not possible. Repair options were being investigated but in the meantime quotations would be sought for the purchase of a new gown. These would be presented to Council in due course. An initial quotation for a new gown from ‘Robes of Distinction’ was in the region of £2,500 which utilised synthetic fur for ethical reasons.

Councillor Ms J Bolton advised that the civic robes should only be worn on civic occasions when the Macebearers and Town Clerk were also robed up, and were not to be worn to all festivals and events in the Town. She personally preferred to see any new purchase to utilise real fur as traditionally used.

It was therefore proposed by Councillor Ms J Bolton, seconded by Councillor Mrs M A Lawley and

RESOLVED

1. That the civic robes be worn only on civic occasions when the Macebearers and Town Clerk were also robed up (presently Civic Sunday, Remembrance Sunday and Annual Council).
2. That the Town Clerk seeks repairs to the garment and reports further on the matter with quotations for consideration should a new gown be deemed necessary.

58 COUNTY COUNCIL MATTERS

1. REPORTS ON COUNTY COUNCIL MATTERS

County Councillor Mrs P E Davey advised:

- a) Hanbury Road Highways Improvements: these were ongoing and had exceeded the initial estimated date of completion.
- b) Public Realm Enhancements: she was meeting with County Officers the following day to review the initial proposals. These would then be subject to public consultation prior to the formal design process.
- c) The Holloway: [see *Public Questions above*] In response to the Public Question put to the Council by Ms Samantha Cox, County Councillor Mrs P E Davey confirmed that several improvements to the steps had been made by the Parish Lengthsman and it was possible for children to remain on the pathway. She would ask for the situation to be reviewed by the County Highways Officers and options identified although she was not hopeful for an easy solution that would be generally acceptable.

59 DISTRICT COUNCIL MATTERS

1. REPORTS FROM DISTRICT COUNCILLORS

Councillor R G Beale reported that the District Council was undertaking extensive training for all the newly-elected Councillors and that there would be more to report upon at the next Council meeting.

Councillor R J Morris advised upon the Planning Applications submitted for Approval of Reserved Matters relating to the Persimmon and Redrow (Barberry) development sites at Yew Tree Hill. He urged Councillors to respond on an individual basis to the applications within the 21 day consultation period. He understood that there would be some public consultation scheduled towards the end of 2015 although this was not a prerequisite as the planning approval for these sites had been granted on Appeal.

60 ACCOUNTS FOR PAYMENT

Creditor Payments were presented to the Council. Supplementary Creditor Payments in the sum of £15,948.38 were also presented.

RESOLVED That the statement of accounts for payment be received with the amendments as now reported above and the expenditure totalling £21,405.51 (£5,457.13 + £15,948.38) as now appended be approved and duly passed for payment.

The Meeting ended at 7.07pm.

Chairman of Council
28 September 2015

COUNCIL MEETING 22 JUNE 2015 – MINUTE NO 60 REFERS**Creditor Payments List**

10616	Dudley's Coaches Limited TIC Sales in April less commission	£1,107.30
10617	Wychavon District Council Small Society Lottery Licence Renewal	£20.00
10618	Mint Electrical Services Limited Emergency lighting upgrades at St Richard's & Community Hall	£1,542.00
10619	ADT Fire & Security plc Maintenance of Access Control System	£136.36
10620	A J Manton, Hillhampton Honey TIC Purchases	£225.00
10621	Droitwich Waterways (Pamela May) Trust Limited TIC Purchases	£25.00
10622	David Whyman Map Sales TIC Purchases	£24.37
10623	Blackpole Recycling Skip Hire Skip at Westwood Lodge Allotments	£216.00
10624	R. T. Harrison Handyman duties	£1,551.00
10625	British Legion Poppy Appeal Wreath for Remembrance Sunday 2015	£18.50
10626	Bryland Fire Protection Limited 6 Monthly Fire Alarm Service	£591.60
	SUB-TOTAL	£5,457.13

Supplementary Creditor Payments List

10627	Bourne Decorators Limited Supply & installation of fencing at Westwood Lodge Allotment site - £3,483.00 Clearance of glass, barbed wire & other hazards at Westwood Lodge Allotment site - £336.00 Removal of Droitwich Spa Town signposts and transportation to agreed storage -£744.00	£4,563.00
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10628	Wychavon District Council Recharge for salaries paid through WDC - May 2015		£11,385.38
		SUB-TOTAL	£15,948.38
		TOTAL	£21,405.51