

# 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 29 September 2014**, at 6.00pm.

PRESENT: Councillor G R Brookes (Mayor)  
Councillor R G Beale  
Councillor Mrs P E Davey  
Councillor L Evans  
Councillor E Harwood  
Councillor Mrs L Hobson  
Councillor K J Jennings  
Councillor Mrs M A Lawley  
Councillor R J Morris  
Councillor R E Murphy  
Councillor Mrs G Noyes  
Councillor T J Noyes  
Councillor P J Pinfield  
Councillor A M Sinton  
Councillor P Stevens  
Councillor Mrs E A Taft

APOLOGIES for absence: Councillor M C J Barratt.

## PUBLIC QUESTIONS SESSION

There were none.

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## 112 DECLARATIONS OF INTERESTS

Councillor G R Brookes declared an interest in Agenda Item 13 – Accounts for Payment – Creditor Payment No 10433, being the Mayor.

## 113 MINUTES OF THE MEETING OF COUNCIL HELD ON 23 JUNE 2014

RESOLVED That the Minutes of the Meeting of Council held on 23 June 2014 be confirmed as a correct record and signed by the Chairman.

## 114 MAYOR'S ANNOUNCEMENT – THE LATE COUNCILLOR R G SEABOURNE

The Mayor invited Councillor E Harwood to pay tribute to the late Councillor R G Seabourne.

Councillor Harwood referred to the impressive tribute paid by Christopher Seabourne at his father's humanist funeral. Councillor Seabourne had been a member of the

Labour Party for some 50 years and had been on both the Town and District Council for a number of years as well as undertaking many other commitments in the Town. He had never sought any honours and as had been said at his funeral by Christopher the one regret was that he was not offered one and therefore had not had the satisfaction of refusal. Shortly before his passing he had yet again acted as host at the Town Council's Sunday Band Concert despite having a fall only two days earlier. This was a true measure of his commitment to the Town Council. Councillor Harwood regarded him as mentor and would miss his wise counsel, whether or not it agreed with his own views. The thoughts of all were with his family at this sad time.

The Mayor and all present then held a Minute's Silence in memory of the late Councillor R G Seabourne.

#### 115 MAYOR'S ANNOUNCEMENTS - GENERAL

The Mayor advised:

- (a) Mayor's Sunday Lunch was on 16 November at St Andrews Town Hotel. Tickets were still available.
- (b) Civic Service was on 5 October at Sacred Heart R C Church in Worcester Road. He urged those who had not yet replied to attend.
- (c) Witton Post Office was re-opening on 20 October and he congratulated the Town Council Members as it showed that the Town Council could have an influence on matters.
- (d) He and Councillor T J Noyes had met with Ms Caroline Huett, Convenience Town Planning Manager from Sainsbury's Property concerning the Sainsbury's Petrol Filling Station and Convenience Store, Worcester Road, to discuss planning and neighbour issues relating to our PFS Local on Worcester Road, Droitwich. There had been some positive resolutions to some of the issues raised and those specifically relating to the canopy, ATM machine shutters, lockable barriers and CCTV camera checks. Following on from this meeting there had been a report of an alleged breach of planning conditions on 25 September regarding a refuse collection vehicle, but Wychavon District Council had confirmed that this did not constitute a breach and therefore no formal action would be taken. He had been disappointed with this response but it was hoped that the installation of lockable barriers would prevent a future occurrence.
- (e) He had called a public meeting at 6.15pm on Tuesday 7 October to inform upon and to publicise Worcestershire County Council's investment proposals to improve the roads and services for Droitwich. This will also help the Town Council to understand residents' views when it makes recommendations at its Planning Committee meeting the following week. The County Council was asking for suggestions relating to Public Realm Enhancement and Network Improvements to the town and a survey was underway. It was his understanding that the Town Council could influence matters, he was very proud to be a member of the Town Council.

The Chairman welcomed Sergeant Sarah Kent to the meeting.

Sergeant Kent reported on and answered questions upon:

- Crime Trends:
  - Thefts from motor vehicles had risen in the previous month and she urged against leaving items in vehicles. In the majority of cases there was no sign of forced entry and therefore she urged everyone to ensure that their vehicles were kept locked.
  - Thefts of catalytic converters were also on the increase, specific makes and models such as Citroën vans/Picasso cars, Peugeot 405/406, were targeted for ease of theft and value of the item. No patterns of crime had been identified at present.
  - Thefts from stores and shops was volume crime caused by relatively few individuals, mostly but not all who had a drug habit. The Integrated Offender Management Team was used to assist in crime prevention.
  - Burglaries although few were very upsetting for the victims. Two of the three had been ‘car key’ burglaries and involved the old-fashioned but simple method of utilising a length of wire through the letterbox.
  
- Arson at Lido Park Playground – this matter was still sub-judice (under judgement) and a court date had been set for 20 November. A 17 year old and an 18 year old had been prosecuted.
  
- Travellers on land at Ombersley Way had entered the area via the gate. It was noted that the ditch and bund had recently been installed following the previous incident. Wychavon District Council was the lead agency and the due process was being followed as rapidly as possible. Vehicle registration documents were all in order.
  
- Drugs Warrants had been executed, the use of a chain saw having been reported in the media. This was a legitimate and well-tested practice.
  
- Westcroft Inn – Until recently there had been only one incident. In September there had been two:
  - 20 September – a male had been exiting the pub to follow three others that he had been in an altercation with. He had fallen over and knocked himself out. This had all been contained within the pub and the man concerned had apologised the next day to the licensee.
  - 26 September – the email received by the Town Clerk from Mr Allen contained erroneous information, the incident having occurred outside Costcutters and not in the pub. A person had left the pub having been refused service and went to Costcutters. Four witnesses had been interviewed and had confirmed that it was a verbal argument with no fight or knife involved. Fear of crime was an issue. Councillor Mrs G Noyes advised that as had previously been established the regulation of tables and chairs on the highway is beyond the scope of the Licensing

Act 2003 under which Wychavon District Council makes their Statement of Licensing Policy.

- In response to Councillor Harwood, Sergeant Kent advised that the Police requested that all reports of thefts from shops.
  
- The Mayor had been advised of an incident in Vines Lane and had queried whether the matter had been reported using the non-emergency telephone number, which it had not. Sergeant Kent responded that obviously it was not possible for the Police to respond to unreported matters. This highlighted the difficulties involved with perceptions of the Police service.

The Chairman thanked Sergeant Kent for her very comprehensive report.

117 YOUTH COUNCIL – UPDATE FROM YOUTH COUNCILLORS

Councillor R J Morris submitted apologies for absence on behalf of the Youth Council members, and advised that owing to illness and Sixth Form duties there were no attendees.

118 HIGH SCHOOL – UPDATE FROM HEAD GIRL AND HEAD BOY

Lewis Holliday, Head Boy and Rebecca Hesk, Head Girl reported upon the high uptake of students at the Sixth Form, there being 110 pupils in the Second Year and 170 in the First Year. This enhanced reputation of the Sixth Form was due to Mr Elms the Head of Sixth Form and Mrs Waters the Headmistress of the School. Each year the Sixth Form council chose a local, national and international charity to benefit from the money raised during Charities' Week held in November and various activities were in progress, an example being that the PTA was holding a Quiz Night on Friday 24 October. An Open Evening was taking place for Years 6 and 7 pupils to go and visit the High School and be shown around by the new Middle School students, meaning that when the time came to progress to the High School it was not such a daunting place.

The Mayor thanked Lewis and Rebecca for their very interesting report. This was endorsed by Councillor T J Noyes and supported by a round of applause from the Council.

119 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 7 JULY 2014

RESOLVED            That the Minutes of the Meeting of the Planning Committee held on 7 July 2014 be approved and adopted.

120 MINUTES OF THE COMMUNITY & AMENITIES COMMITTEE MEETING HELD ON 7 JULY 2014

RESOLVED            That the Minutes of the Meeting of the Community & Amenities Committee held on 7 July 2014 be approved and adopted.

121 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 4 AUGUST 2014

RESOLVED That the Minutes of the Meeting of the Planning Committee held on 4 August 2014 be approved and adopted.

122 MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON 4 AUGUST 2014

RESOLVED That the Minutes of the Meeting of the Resources Committee held on 4 August 2014 be approved and adopted.

123 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 8 SEPTEMBER 2014

RESOLVED That the Minutes of the Meeting of the Planning Committee held on 8 September 2014 be approved and adopted.

124 MINUTES OF THE MEETING OF THE COMMUNITY AND AMENITIES COMMITTEE HELD ON 8 SEPTEMBER 2014

RESOLVED That the Minutes of the Meeting of the Community and Amenities Committee held on 8 September 2014 be approved and adopted.

125 DECLARATION OF VACANCY – PARISH OF DROITWICH SPA WEST WARD

Arising from the death of the late Councillor R G Seabourne, a Vacancy was declared in the West Ward and the appropriate Notice published.

126 COUNTY COUNCIL MATTERS

1. PARISH COUNCILS CONFERENCE

Councillor Mrs P E Davey advised upon matter and the Mayor confirmed that he would attend.

2. HANBURY ROAD – UPDATE

Councillor Mrs Davey confirmed that the matter was still in the hands of the County Council's Solicitors and progression was slow. In response to a question from Councillor E Harwood she confirmed that the massive tree stump would be removed as part of the scheme.

### 3. REPORTS ON COUNTY COUNCIL MATTERS

- (a) Councillor Mrs Davey reported that there had been a request to the County Council for a traffic order restricting the waiting time on the car parking area outside Witton Post Office (see Minute No 128(2) below). Suggestions as to time limitation were made and the Mayor suggested that the local businesses be canvassed for the suggested length of time. It was noted that the limit in the High Street was 45 minutes. Formal consultation would take place in due course.

RESOLVED That Councillor Mrs Davey suggests to Worcestershire County Council that the basis of the formal consultation upon limited waiting in the area adjacent to Witton Post Office be as per that currently operating with the town centre, ie 45 minutes and no return within 2 hours.

- (b) With regard to the Town Enhancement Survey, Worcestershire County Council would not be making a presentation to the Town Council until the results of the survey had been analysed and options had been drawn up and costed for further public consultation. The Mayor advised that his meeting on 7 October was to facilitate responses to the County Council's initial survey.

## 127 DISTRICT COUNCIL MATTERS

### 1. REPORTS FROM DISTRICT COUNCILLORS

Councillor P Pinfield reported upon the following District items:

- a) Wychavon District Council would be considering matters pertaining to the South Worcestershire Development Plan the following evening at a Special Meeting. The issue was one of compromise, and although there were concerns as to the provision of community facilities it was hoped that the very best mitigation factors would be achieved.
- b) Budget setting was underway and it would be difficult year yet again for District Council services.
- c) Wychavon District Council was gearing up for the forthcoming Local Government Elections in May 2015.

Councillor R J Morris reported that:

- (a) The planning application for the old Raven Hotel site would be considered by the District Council's Planning Committee meeting on 9 October.
- (b) Wychavon District Council, with Wychavon Leisure, was funding a £1.1 million renovation for the Droitwich Leisure Centre.

The Chairman advised that he was satisfied that Wychavon District Council was dealing with the situation regarding the Gypsies at Ombersley Way in as expeditious a manner as possible.

128 GENERAL MATTERS

1. COMMONWEALTH DAY – 9 MARCH 2015

The purchase of a Flag was considered.

RESOLVED That event be marked and the appropriate flag purchased. rs.

*Councillor E Harwood requested that his vote against the above resolution be so recorded.*

2. WITTON POST OFFICE – SERVICE RE-OPENING:

*[See also Minutes 115© and 126(3)(a) above]*

Council noted that the new branch was scheduled to be opened at 1pm on Monday 20 October 2014.

129 ACCOUNTS FOR PAYMENT

*[Councillor G R Brookes declared an interest in No 10433.*

Creditor Payments were presented to the Council. Supplementary payments were also submitted at the meeting in the sum of £5,625.94.

RESOLVED That the statement of accounts for payment be received with the amendments as now reported above and the expenditure totalling £30,455.93 (£24,827.99 + £5,625.94) as now appended be approved and duly passed for payment.

The Meeting ended at 7.09pm.

Chairman of Council \_\_\_\_\_

15 December 2014

**COUNCIL MEETING 23 JUNE 2014 – MINUTE NO 128 REFERS**

10414	Top Cut Mowing Services Limited Parks contract - July & August 2014 Repair bench at Spring Meadow & replace bollard at Primsland	£1,507.20
10415	Demonprint Limited TIC Purchases	£32.18
10416	Bryland Fire Protection Limited 6 Monthly Fire Alarm Service - St Richards's & CH	£307.94
10417	A.T. Graphics Limited Advertising in Market Trade News - Charter Market Tender	£360.00
10418	Dudley's Coaches Limited TIC July & August ticket sales less commission	£1,312.20
10419	N Hunt TIC Purchases	£20.50
10420	Glasdon U.K. Limited Parts to repair bench in Victoria Square	£47.22
10421	GCD Consultancy UPS protection solution installed plus other IT issues Upgrade - Server software and backups	£786.00
10422	EVAC+CHAIR International Servicare Renewal 9 November 2014 to 9 November 2015	£108.00
10423	Merlin Office Supplies Limited Stationery & sundries	£288.19
10424	Mr William Cocker Putting out chairs/PA for Summer Band Concerts 2014	£360.00
10425	Orca Book Services Limited TIC Purchases	£97.44
10426	Star Editions Limited TIC Purchases	£59.21
10427	Sacred Heart Church Donation re flowers, organist & choir for Civic Service 5.10.14	£150.00
10428	Sacred Heart Church Hire of Parish Hall for Civic Service - 5 October 2014	£136.00



10429	Grant Thornton 2013/2014 Annual Return	£1,200.00
10430	PR Support Services Handyman duties - August 2014	£216.00
10431	Wychavon District Council Recharge for salaries paid through Wychavon - August 2014	£10,915.53
10432	ADT Fire and Security plc Maintenance of Access Control System 29.09.2014 to 28.12.2014	£131.75
10433	Clr G R Brookes Mayoral Allowance - 2nd payment	£1,500.00
10434	JSL Events TIC Sales - Ragley Battle Prom tickets less commission	£630.00
10435	The Royal British Legion (Droitwich Branch) Donation towards Remembrance Sunday	£100.00
10436	Petty Cash Reclaim Voucher Nos. 1332 to 1345	£105.89
10437	Orca Book Services TIC Purchases	£97.44
10438	The Rotary Club of Droitwich Spa Grant	£294.30
10439	The Asbestos Group Removal of asbestos sheets from Vines Lane & Copcut Park	£3,300.00
10440	R T Harrison Handyman duties - Community Hall and Allotment Sites	£765.00
10441	Wychavon District Council 12 month Road Closure Order for Charter Market	£180.00
10442	Dawn Critchley TIC Purchases	£175.00
10443	Westcotec Limited 30MPH Speed Sign with SLOW DOWN	£2,820.00
10444	PR Support Services Handyman duties - September 2014	£295.82

10445	Wychavon Festival of Brass Grant	£1,000.00
10446	Mr M Fish, Activ Web Design Worcester New website launch - DSTC	£300.00
10447	Bryland Fire Protection Limited Annual check of Fire Extinguishers - St Richard's House	£194.48
10448	Mint Electrical Services Emergency light testing & electrical repairs	£372.00
10449	Bryland Fire Protection Limited Annual check of Fire Extinguishers - Community Hall	£288.64
	TOTAL	£3,0455.93