

# Droitwich Spa Town Council

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

3 November 2020

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 using Zoom Virtual Meeting Facility on Monday 9 November 2020 at 6.15pm or at the close of the meeting of the Planning Committee if later.

The remote meeting format is a special temporary contingency measure due to the Covid 19 Pandemic. As such the log in details will be available & notified to Elected Members by Town Council Officers through a separate email earlier on the day of the meeting. Members of the public wishing to raise questions prior to the meeting from 5.45pm and/or attend the meeting itself should follow the usual protocol (as follows). They must contact the Town Council Office between the times of 9.00am and 1.00pm on the day of the meeting in order to be notified of the log in details for the virtual meeting format and register any questions for consideration.



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 14 September 2020 by Zoom Virtual Meeting [*previously circulated*]
4. Christmas Lights Switch-on Arrangements – Due to the Covid-19 Pandemic there will regrettably not be a switch-on event this year for the Christmas lights. Provisionally, the following arrangements have been made as an alternative to engage with the Community:

- An advent themed countdown to Christmas on the tourism website and connected social media [www.visitdroitwichspa.com](http://www.visitdroitwichspa.com)
- Running from 1st December with prize drawers for a suitably themed XMAS parcel – cake, chocolates, goodies etc. – locally sourced from a retailer.
- We have budgeted to run with prizes on 1st, 7th, 14th and 21st December. The last prize will be a more substantial to finish for Christmas.
- We hope to invite winners to collect their prizes from the Heritage Centre for a media opportunity and photo.
- We plan to engage with and profile different retailers on different days – covering Victoria Square, High Street and general Town Centre area.
- Tentative and additional aspects for Christmas include, a match funded contribution with WDC to provide LED shop window display lights for retailers within the Town Centre and some additional elements to the Christmas lights possibly to be funded by WDC.

These arrangements are currently on hold until further guidance from the Government is clarified going into December 2020. *[information only]*

5. Covid-19 Restrictions – Due to the additional restrictions that have been implemented by the Government the Community Hall, Heritage Centre and TIC will be closed from Thursday 5<sup>th</sup> November 2020 and will provisionally reopen on Thursday 3<sup>rd</sup> December 2020. *[information only]*
6. Grants Appraisal Panel – In the absence of our scheduled Grant Appraisal meeting in October we have received an application from Westbury Celtic Ravens, a football team for children. They are requesting a grant of £600 for training kit and sports equipment. With the next scheduled grants meeting being June 2021 it is appropriate that this application is considered by the C&A Parent Committee for Grants. The remaining grants fund for the current municipal year available is £5000. *[application attached]*
7. The Chairman’s Diamond Jubilee Community Recognition Award 2020 - Nominations are invited to be submitted through the Assistant Town Clerk no later than Friday 11<sup>th</sup> December 2020. *[full details attached for information purposes]*

**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)

Copy to All Other Town Councillors  
Agenda for Information to:  
County & District Councillors for Droitwich Spa, Subscribers, Press